

Contracts Advance Bid review

A Contracts Advance live, or historic, bid review involves critical assessment in-line with the published scoring system to ensure that responses:

- Demonstrate the capability and capacity to deliver against requirements
- Provide clear and apparent supporting examples and evidence
- Clearly meet all specification criteria (where possible) and are easy to read

Contracts Advance will review the ITT and your final draft submission, and review against the evaluation criteria and the Contracts Advance 7 review elements:

Language	There are no typos and definitive/assertive/positive wording and phrases is used. Any new concepts or terms are defined clearly
Structure	The response has a logical flow, mirroring the question. Headings, bullets, and tables are used to maximise the ease of reading. When structuring responses, CAA recommend the 5 point-plan. <ol style="list-style-type: none"> 1. Acknowledge the question and set the scene in terms of how you will answer the question 2. Detail your organisation's experience 3. Provide examples that relate to the specification 4. Offer evidence of your experience 5. Demonstrate client benefit and value add
Examples and Supporting evidence	Any claims or aspirations are supported by statistical or grounded evidence (see points 3 & 4 above)
Feature, advantage, benefit	The responses 'complete the circle' and are on the whole client benefit driven (see point 5 above)
Unique Selling Point(s)	Most of the client benefits listed are derived from a unique service offering and therefore cannot be imitated
Differentiating	Responses are supplemented with additional elements/comments not explicitly asked for which demonstrate experience and competency
Omissions	The solutions directly respond to the question, tackling the root, rather than providing a surface level response. Omissions will also pick up my contradictions from within the responses, or against the specification

For good, indifferent, or weak answers, we provide solutions, recommendations, and comments throughout your live or historic submission. Following this, we will undertake a face-to-face or phone session with you to run through the enriched answers and the rationale as to why we have suggested the responses given. The above knowledge sharing exercise allows for a sustainable approach to implementing lessons learned.

Option	Description	Duration	Cost
Bid review	A review to identify quick-wins and uplift responses over the duration of 1 day.	1 day	£ 695
Forensic bid review (under 20,000 words)	A forensic bid review to ensure the responses will achieve high marks.	2 days	£ 1,295
Forensic bid review (over 20,000 words)	A forensic bid review to ensure the responses will achieve high marks.	Bespoke	Bespoke