

TENDERS ELECTRONIC DAILY

Since the 1970s, and especially since the early 1990s, EC rules have meant that most public sector contracts are to be made accessible to any EU-based company, thereby removing obstacles to free trade and open competition. If their contracts fall within the EC rules, public sector organisations are required to submit a formal notice to the EC for open publication.

Therefore, the EC publishes the **Official Journal of the European Union** ('OJEU') 5 days per week. Up until 1998, this was available in paper format. Now it is only available via a website.

An on-line version of the OJ has been available to licence holders since the 1980s: **Tenders Electronic Daily**. The Enterprise Europe Network (formerly EEN) has been allocated a prime position to operate the TED service, supplying contract leads to interested companies.

The North West of England EEN has a dedicated software programme, which allows it to rapidly scan the TED data and extract only those contracts which match the criteria given by the subscriber. To ensure accuracy and relevancy, these notices are physically checked before they are despatched to the client.

WHAT IS "PUBLIC SECTOR"?

The rule-of-thumb in defining a public sector authority is "a publicly accountable organisation established by public money and aimed at serving the general public". These therefore include:

- ❑ COUNCILS
- ❑ GOVERNMENT DEPARTMENTS (e.g. Ministry of Defence, Dept for Education & Employment, Dept of the Environment, Food & the Regions, HM Customs & Excise, Health & Safety Executive, and so on)
- ❑ HOSPITALS & NHS TRUSTS
- ❑ SCHOOLS, COLLEGES & UNIVERSITIES
- ❑ UTILITIES COMPANIES (water, energy, transport)
- ❑ EUROPEAN UNION INSTITUTIONS

WHAT ARE THE BENEFITS OF THE EEN's SERVICE?

The EEN's service is fully automatic, allowing you to get on with your everyday business while we run the service for you. Your search criteria can be virtually unlimited. We check each search result for accuracy. We send out the full tender notices at all times, usually on the day of publication. We can amend your search profile within minutes of your request. Our subscription fee is all-inclusive: no hidden costs.

AND WE NOW INCLUDE CONTRACTS WHICH DO NOT APPEAR IN THE OJ!!

Thanks to our software, the EEN's TED service also covers "eQuote" tender notices, which are primarily valued below the threshold required for inclusion in the OJ. These are known as "sub-threshold" contracts, and are released every Tuesday and Thursday. This only covers contracts from the UK and Ireland.

YOU CAN ALSO HAVE ACCESS TO HISTORICAL DATA – INSTANTLY!!

Please note that the following features are only available if you receive the outputs by e-mail.

When you receive your search results you can quickly access up to 2 years' archives to see what other contracts a particular awarding authority has had published in the EC. Click on the hyperlinks to activate this unique facility. Where contracts have been awarded, and the winners are named, you can also hyperlink to see what other contracts this particular company has won over the last 2 years.

Upon request, we can easily search the entire TED archives (up to 5 years) for any specific contract(s) you may want. If you have lost or mislaid any search results, we can quickly retrieve them for you.

There are also hyperlinks to help explain the different types of documents, procedures and regulations involved in public procurement.

AND YOU CAN HAVE FOREIGN CONTRACTS INSTANTLY TRANSLATED!!

Another unique facility to the EEN's service is a hyperlink to a translation engine. Currently this only works for documents in French, German, Spanish, Italian, Portuguese or Swedish. The accuracy may not be 100%, but it is certainly quick!

WHAT ARE THE COSTS TO SUBSCRIBE?

£500 + VAT per annum

(For companies who have not previously subscribed to the EEN's TED service.)

£450 + VAT per annum

(For previous subscribers to the EEN's TED service)

Additional recipients by E-MAIL cost £20 each per annum – **this is the only extra charge we make**

MEMBERS OF GREATER MANCHESTER CHAMBER & other North West Chambers:
A DISCOUNT OF 10% OFF THE ABOVE FEES IS AVAILABLE UPON REQUEST FROM MEMBER COMPANIES. To check your membership status, please call us.

PLEASE NOTE THAT WE WILL NOT ACTIVATE SUBSCRIPTIONS WITHOUT PRIOR PAYMENT

If you require an invoice upfront, please e-mail: eenw@business-support-solutions.co.uk or call us on 0161 875 2324.

If paying by cheque, please make payable to ChamberLink Ltd and send to the address below:

Enterprise Europe Network North West
International Trade Solutions
Warren Bruce Court
Warren Bruce Road
Trafford Park
Manchester M 17 1LB

Please call 0161 875 2324 if you wish to pay by credit card. Currently we accept most major cards (Visa, Switch, MasterCard, American Express).

NOTES TO SUBSCRIBERS

CHOOSING YOUR SEARCH CRITERIA

The software allows for a combination of keywords (of your choosing) and Common Procurement Vocabulary (CPV) codes. It can also distinguish target countries and types of documents such as Contract Award Notices. When selecting your keywords, please bear in mind the wording used within the notices published and try to be as specific as possible, avoiding ambiguous words such as "design", "contract", "supplies", and so on. However, we do physically check each search result for accuracy, removing obvious anomalies.

Keywords can also be used with wildcards, e.g. for both **architectural** and **architects** we would simply use the root word **architect***. CPV codes can be listed in much the same way.

If you prefer to target specific regions (such as the North West of England), our physical checking will remove any notices from other areas. Please indicate on your form any specific regions you wish to target.

AMENDING YOUR DETAILS

Subscribers are welcome to make alterations to their search profile at any stage, for example if your company has expanded into other areas of activity, if you have started a new product range or launched a new service, or if you no longer provide goods or services from when you began your subscription.

At all stages of your subscription, *please keep us informed* of any change in your company's address, telephone or fax number, e-mail, or contact name. You can also add extra recipients at any stage.

FEEDBACK

Any comments that you may have on the TED service would be most welcomed. Occasionally we will be conducting surveys to see how effective our service is; your co-operation with these surveys would be gratefully appreciated.

PUBLIC RELATIONS

If you are successful in winning a contract and/or creating new jobs through the TED service, we would be very interested in hearing from you. With your consent, and that of the awarding authority, we may use your success story as part of a promotional campaign with potential benefits to both parties.

OTHER INFORMATION

As a subscriber to Tenders Electronic Daily, your company details will be automatically included^(*) on our mailing list to receive other information such as details of forthcoming events, and services literature. Please note that your details will not be passed to any third party or external organisation.

If you do not wish to be on our mailing list, please tick here

(* This may not apply if your company is based outside Greater Manchester, Lancashire, Cumbria or Cheshire)

CURRENT SUBSCRIBERS

<u>Company</u>	<u>Location</u>	<u>Activity</u>
Addleshaw Goddard	Manchester	Legal / IT & business services
Allenbuild	England	Construction Services
Austin-Smith:Lord	Warrington	Architects
Bradshaw Gass & Hope	Bolton	Structural Engineers
Burnt Tree Group	Shrewsbury	Vehicle Hire
Capcis	Manchester	Corrosion Management
Capita Symonds	UK	Building Services
Continental Landscapes	UK	Landscaping Services
Day & Zimmermann	Stockport	Engineering Services
Enterprise UK Consulting	Cardiff	Business Consultancy
EnerG/ Combined Power	Salford	Utilities
Deceuninck	Calne (Wiltshire)	PVC Windows & Doors
European Metal Recycling	Warrington	Metal Recycling
Evans Halshaw Commercials	Manchester	Commercial Vehicle Hire
G F Tomlinson Group	Derby	Building & Civil Engineering
Garside & Laycock	Preston	Building Services
GHA Livigunn	Cheadle	Construction Services
Hughes Bros (Building & Joinery)	Leigh	Building Contractors
Initial Packaging Solutions Ltd	Widnes	Packaging Solutions
Intercare	Crewe	Medical Transport
Interflex Time & Access	Manchester	Time Recording Eqpt
L-3 Communications	Bracknell (Berkshire)	Baggage Scanners
Lee & Nightingale	Wirral	Advertising Marketing
LTE Scientific Services	Oldham	Laboratory Equipment
Managing For Quality	Chorley	Management & training
Manchester Contracts	Manchester	Civil Engineering
M'cr Engineering Design Consultancy	Manchester	Construction Services
MDS Transmodal	Chester	Transport & Logistics
Michael Hyde & Associates	Manchester	Architects
Morganashurst plc	UK	Building/ construction
MPA Consulting	Manchester	Business Development
Opal Property Group	Manchester	Estates Management
Places For People	Preston	Social Housing services
Poole Dick Associates	Bury	Building Consultancy
Property Tectonics	Manchester	Construction Services
RFD Beaufort	Birkenhead	Life boats/survival wear
R W Gregory	Manchester	Architects
Refinery Group	Manchester	Advertising & Marketing
Specialist Computer Solutions	Birmingham	ITC solutions/software
Symology Ltd	UK	Infrastructure Solutions
Taylor Young	Wilmslow	Architects
TEG Environmental	Preston	Waste Processing Eqpt
Technical Demolition Services	Birkenhead	Demolition/asbestos removal
The Casey Group	Rochdale	Building Contractors
The Human Support Group	Altrincham	Social Care Recruitment
The IPS Group	Oldham	Healthcare Wipes
Thyssenkrupp Elevators	Warrington	Lift Maintenance
Todd & Ledson LLP	Liverpool	Quantity Surveyors
Vindon Scientific	Oldham	Laboratory Storage
W L Gore & Associates (UK)	Livingston (Scotland)	Protective Clothing
Wells Water Treatment Services	Bury	Legionella Control Services
Wilcock Consultants	Barrow in Furness	Gas Industry Consultancy

**TENDERS ELECTRONIC DAILY
SUBSCRIPTION FORM**

Company:

Contact*: Position:

(* please add additional contacts on the reverse of this form)

Address and postcode:

Telephone: Fax:

Email: Website:

Background to company:

Year established: Employees: Turnover:

Search Criteria

(if possible please enclose company literature)

Do you wish to receive Contract Award notices? Yes No

Target Countries: UK EU Other, please specify below:

***Please complete and return a signed copy of the Terms & Conditions as well as this form with cheque, incl. VAT, payable to ChamberLink Ltd to:
Enterprise Europe Network, International Trade Centre, Warren Bruce Court,
Warren Bruce Road, Trafford Park, Manchester M17 1LB
or via e-mail to: eenw@business-support-solutions.co.uk***

TENDERS ELECTRONIC DAILY TERMS AND CONDITIONS

Company:

Name: **Position:**

Address:

Telephone: **Fax:**

Email: **Website:**

I hereby agree to the following terms and conditions:

- ◇ Upon receipt of the completed subscription form, the EEN will match the given keywords or terms with a list of relevant CPV (Common Procurement Vocabulary) codes.
- ◇ The search profile will then be entered onto a dedicated software system.
- ◇ A full search will be carried out using the criteria detailed on the subscription form and any matching results will be downloaded. These will then be dispatched after physical checking.
- ◇ The EEN will endeavour to carry out the search every working day but from time to time factors beyond our control may not permit us to do so, in which case the information will be sent as soon as possible thereafter.
- ◇ The search results will be sent to the subscriber by email. Should an alternative format be requested, this will be reflected in the price charged.
- ◇ Whilst all reasonable care is taken to ensure accuracy and completeness of the information supplied, the EEN does not accept liability for any loss or damages however caused arising from omission, inaccuracy or deficiency in the notices provided.
- ◇ The EEN cannot accept responsibility for, nor guarantee, the outcome of any contacts made through this service.
- ◇ The information received will only be used by the applicant company and will not be resold or otherwise made available to a third party other than under license from the EEN.

I hereby request a subscription to the Enterprise Europe Network's TED service commencing on and agree to pay a sum of £ plus VAT.

Signature _____ Date _____