



**The Tender Advisory Service (TAS)** is an **informal review mechanism** that provides a free of charge outlet for suppliers to raise concerns during a live tender process.

## WHO CAN USE TAS?

**TAS can be used by suppliers where:**

- A Request for Tender (RFT) has been published and the supplier has registered an interest.
- The normal clarification process has been used and the supplier is not satisfied with the response.
- The query is submitted **at least six days before closing date**.

## HOW DOES IT WORK?

On receipt of an enquiry form, TAS will liaise with both the supplier and the contracting authority to clarify or query tender documentation and, where necessary, will make suggestions to contracting authorities aimed at resolving the concerns that have been raised.

**Suggestions may include, but are not limited to:**

- Issuing further clarification to the RFT documentation;
- Extending the timeline for tender submission;
- Providing guidance in relation to the application of National Rules and EU Directives; or
- No change to the process or RFT qualifying requirements.

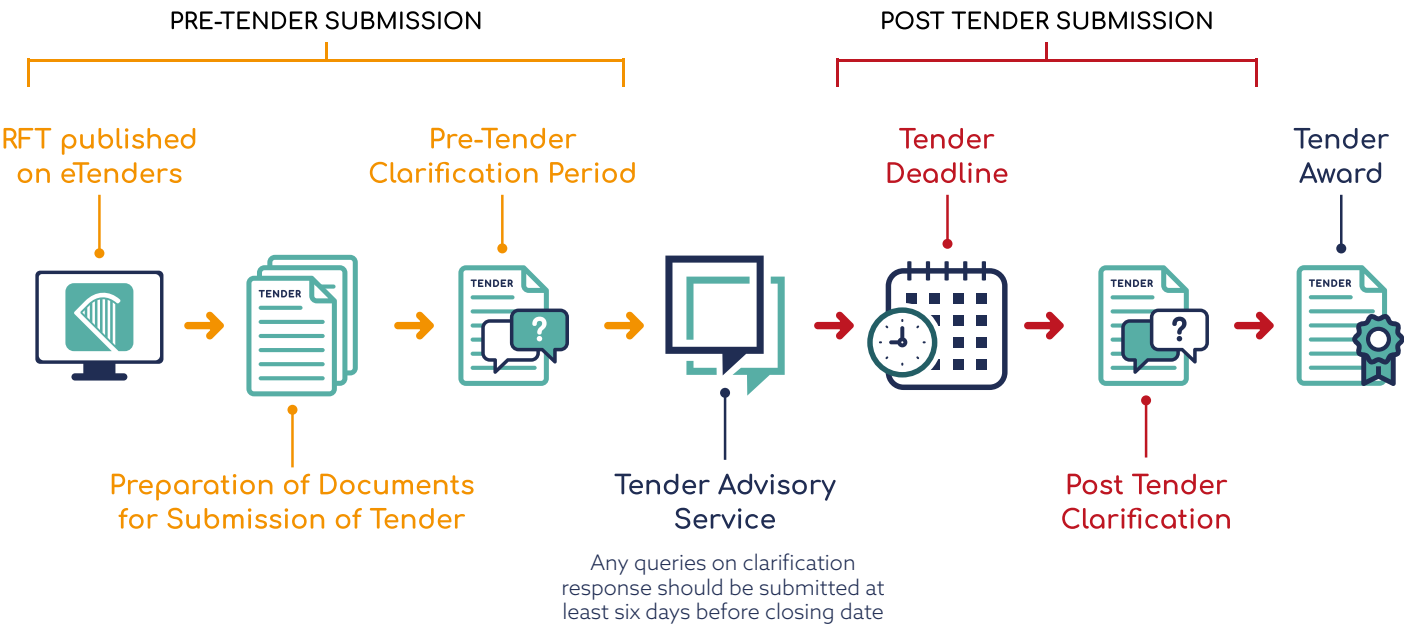
## HOW TO CONTACT TAS

Further information on the operation of the service and how to submit a standard enquiry form is available at [ogp.gov.ie/tender-advisory-service/](https://ogp.gov.ie/tender-advisory-service/). All queries should be submitted to the OGP Support Helpdesk [support@ogp.gov.ie](mailto:support@ogp.gov.ie).



## ABOUT TAS

### THE ROLE OF THE TENDER ADVISORY SERVICE IN THE PROCUREMENT PROCESS



- TAS aims to support access to public procurement opportunities, including by SMEs
- The service is provided by the Policy Unit of the Office of Government Procurement (OGP) and acts as an impartial broker between potential suppliers and contracting authorities during a tender process
- The Policy Unit carries out its functions in managing TAS in an impartial and transparent manner and is completely separate from sourcing and operational sections within the OGP
- An expert panel consisting of procurement professionals with extensive knowledge and experience within the OGP and the sectoral partners has been formed and may be used to consult and advise on particularly complex enquiries or tenders published by the OGP
- Using TAS does not affect a supplier’s rights under the Remedies legislation.