

Procurement Debriefing Process

Following a formal tender process via the University Procurement team, the Procurement representative will provide feedback on tenderer submissions in the Award Notification letter; whether successful or unsuccessful.

Whilst this is not a Public Sector requirement for below wider Public Sector threshold activities, the University will provide this feedback as it is considered best practice.

Should the Tenderer wish to discuss the marks and rationale for the award decision they can request a debrief with the Procurement representative via the etendering portal.

For tenders below the wider Public Sector threshold there is no formal process to appeal an Award after debrief. Public Contracts Regulations 2015 (as amended) details the formal process for above threshold tenders.

Please be aware, that as detailed feedback is already provided in the Award Notification Letters, requesting a debrief does not generally provide any greater level of information.