

Hellocare - Tender requirement documentation from clients

The first step in delivering successful tender bids for clients

The documents below form key parts of all Tender bids we submit on behalf of clients. If one or more of these are currently unavailable, efforts must now be obtaining all required documents/certificates.

1. Company information e.g. company registration number and VAT number (if applicable).
2. Company structure chart.
3. Financial account for the last 3 years.
4. Insurance certificates e.g. Employers liability, public liability, etc.
5. Health & Safety Policy.
6. Quality Assurance policy and certification (where applicable).
7. Equality Policy.
8. Business continuity and contingency plans.
9. Environmental policy and certification (where applicable).
10. Corporate Social Responsibility policy.
11. Copies of applicable trade/business accreditation/certificates.
12. References.
13. List of past contracts including client name, location, deliverables, value and date.

Our **SUCCESS RATE in delivering successful tenders is **80%**, try us today to deliver local authority contract bids for your business.**