

GRID

Deciding whether to bid for a tender

Assessing opportunity, capacity and risk before committing to prepare a bid

Preparing a bid commits significant resources for an uncertain result. Bidding for every available tender dilutes effort; failing to assess performance risk exposes the bidder to penalties or calls on guarantees.

The grid scores ten criteria from 1 (unfavourable) to 5 (favourable). A score below 2 on any compliance criterion is eliminatory, whatever the total score.

Identification

Contracting authority and tender reference:

Subject and estimated value:

Submission deadline:

Electronic signature certificate for submission on the public procurement portal:

Compliance

Ability to produce all administrative documents on time ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5

Meeting the qualification criteria: references, turnover, resources ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5

Ability to provide the required guarantees ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5

Opportunity

Fit between the subject and the core offering ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5

Strategic interest: reference, client, territory ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5

Expected profitability at the likely market price ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5

Knowledge of the contracting authority and its expectations ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5

Performance

Availability of resources over the contract term ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5

Control of technical and schedule risks ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5

Exposure to penalties and payment terms ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5

Decision

Total score out of 50:

Eliminatory criterion identified:

Bidding mode: alone, as a consortium, as a subcontractor:

Decision: bid / do not bid / request clarification:

Bid manager and backward schedule:

General information document; it constitutes neither legal advice nor an opinion on a particular situation. References to legal texts should be checked against the version in force on the date of use.

Consulting firm not registered with the Bar; no representation before the courts and no act reserved to the regulated legal professions.

Notes for use

- Requests for clarification must reach the contracting authority at least seven days before the bid-opening session (Article 25 of Decree No. 2-22-431); the public procurement portal allows bidders to send them electronically (Article 9 of Order No. 1692-23).
- Morocco: national preference (Article 147 of Decree No. 2-22-431) and contracts reserved, in particular, for very small, small and medium-sized enterprises, cooperatives and auto-entrepreneurs (Article 148) are to be taken into account when scoring the opportunity.
- Qualification, guarantee and penalty conditions are set out in the tender rules and specifications; read them in full before scoring.

References

- Morocco: Decree No. 2-22-431 of 15 Chaabane 1444 (8 March 2023) on public procurement, published in Official Bulletin No. 7176 of 9 March 2023 (general edition) and No. 7184 of 6 April 2023 (official translation edition), in force since 1 September 2023; Order No. 1692-23 of 4 Hijja 1444 (23 June 2023) on the dematerialisation of public procurement procedures, documents and records.
- European Union: Directive 2014/24/EU on public procurement. Spain: Ley 9/2017, de 8 de noviembre, de Contratos del Sector Público.