On the bid evaluation criteria, if I think of some criteria later and it’s missing from the bid document already posted, can I cancel the bid and do a new one so I can include the criteria?

If the bid is still open, we can use bid amendment to change the evaluation criteria before the bid closing date.

If the bid is closed, we need to be very careful in the consideration of whether to shut down the bid or not. Keep in mind that suppliers put a lot of effort and resources in the bid preparation. We ask the market to respect our established bid process and we should respect the suppliers’ effort too. We recommend taking this approach only when the criteria are absolutely critical for the outcome of the bid.

A thorough planning is critical for a successful competitive bid process.

Category:

- Procurement/Payables [1]

Source URL:https://www.uoguelph.ca/finance/bid-evaluation-criteria-if-i-think-some-criteria-later-and-it%E2%80%99s-missing-bid-document-already-posted

Links
[1] https://www.uoguelph.ca/finance/taxonomy/term/107