

New Blue Light E-tendering Portal A Supplier Basic How to Guide

Police and Fire Services are transitioning to a new E-procurement platform (supplied by In-Tend Ltd). If you supply to blue light organisations please register to this new portal to view opportunities.

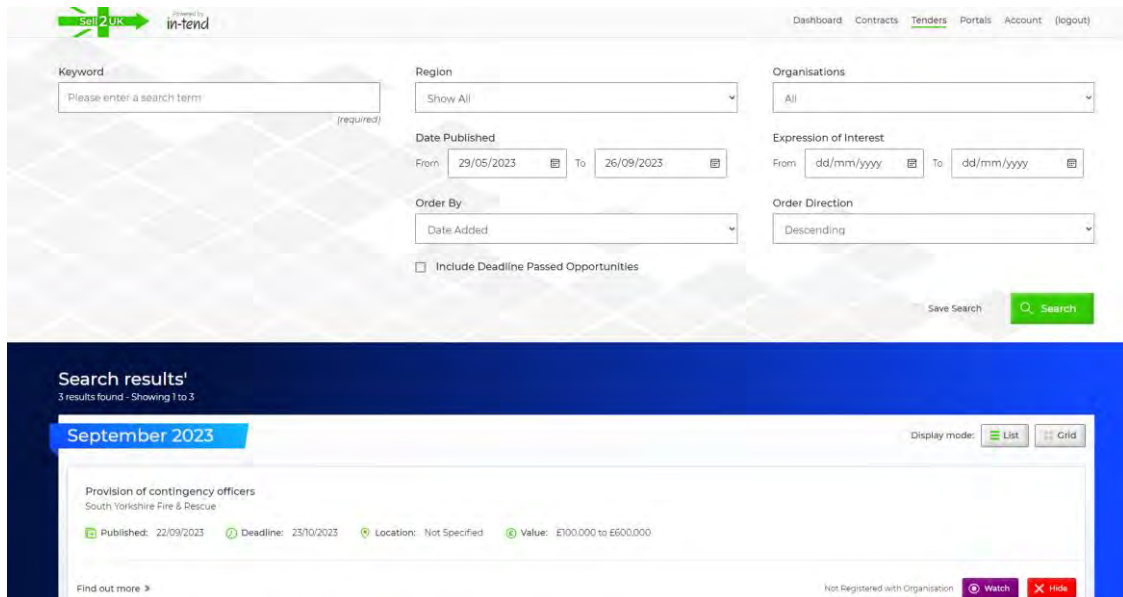
How to Register:

Go to <https://sell2.in-tend.co.uk/blpd/home>

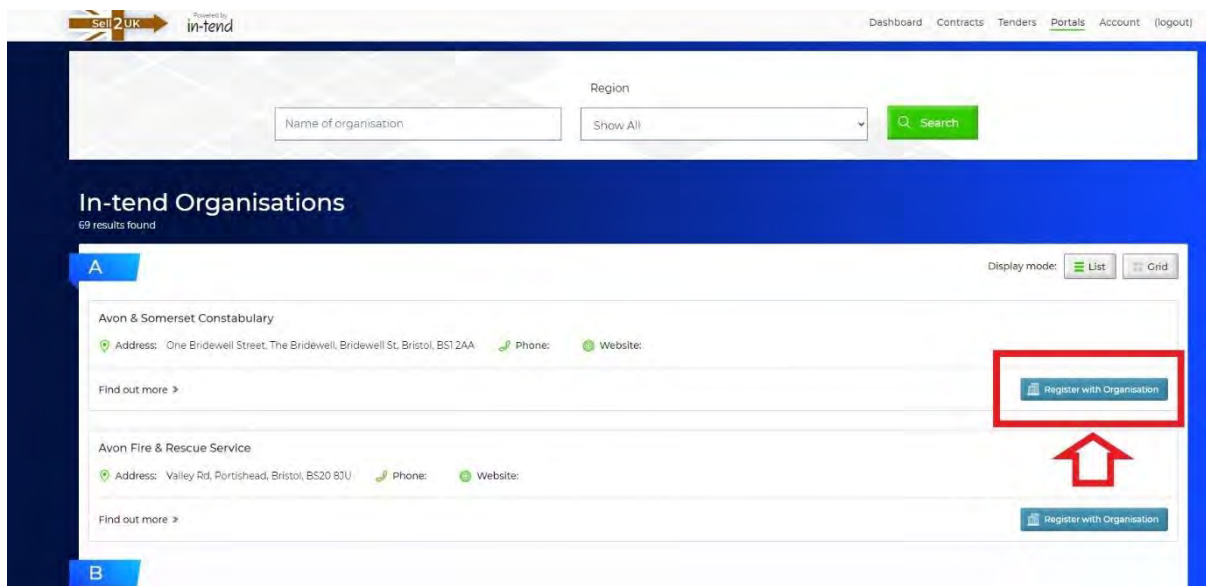
A fully self-service registration process is available:



You do not need to be registered to see openly available opportunities, but you do need to register to get more information, express an interest and submit a response.



To see more information and respond to opportunities for an organisation you must register via the portals section:



Dashboard

The “Dashboard” will show you the organisations and opportunities you have registered for:

The dashboard displays the following sections:

- Expressions of Interest:** A table listing tenders with columns for Tender, Actioned, and Deadline Date.
- Viewed Opportunities:** A table listing tenders with columns for Tender, Deadline Date, and Actioned.
- My Saved Searches:** A section with a search bar and a message: "No data available in table".
- My Company Portals:** A table listing portals with columns for Portals and Date Registered.
- Company Details:** A section for "Jo Bloggs Test" with fields for Address, Contact Details, and Company Users.

To manage your opportunities click the link and you will be directed to the organisations portal, select “My Tenders” to see a list of your registered opportunities. “View Details” will take you to each opportunity to see all the tender information and manage your response.

The left screenshot shows the 'My Tenders' section with a red arrow pointing to the 'My Tenders' link. The right screenshot shows the 'Tender Management' section for a specific tender.

System Support for Suppliers

For system support, including error messages, please contact In-Tend on 0845 557 8079 or email support@in-tend.co.uk

Tender Support for Suppliers

If you have queries relating to a tender opportunity, please contact the individual organisation who published the tender. The contact details should be within the opportunity details.

Blue

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