



Demonstrating Similar Experience in Tenders

Instructions for Using This Template

With most tenders and specifically government tenders, you will be requested to provide details of similar experience, relevant experience.

The purpose of the criteria is to test whether you can demonstrate that you have the right experience to complete the works, provide the services and/or supply the goods/products.

Therefore you need to select examples that are similar in:

- Industry
- Contract value and duration
- Complexity
- Similar scope

The table has been set up to assist you with building a library of similar experience examples that can be re-used and repurposed for different tenders/proposals and your capability statement.

Please note the suggestions in the header and footer set up of the template. Your information is commercially sensitive and therefore it is important to consider how best to protect your commercial and intellectual property/know-how.

For more tips on tendering, contract management and procurement:
<https://ichibancommercialsolutions.com.au/procurement-blog/>

TENDERING FOR SUCCESS

Quick Tendering Tips

PLAN FOR SUCCESS

Do you know if you are ready to tender and if you have the right experience, resources and capability to tender for business growth? Attend tendering workshops to learn what you need and how to tender.

FIND THE RIGHT OPPORTUNITIES

Do you get notified of any upcoming or current tenders? Do you know what is available in the market? You can either register on free tendering websites or get a tender search and notification business to send the right opportunities to your inbox.

BUILD A TENDER LIBRARY

Do you have an existing library of case studies that you can use to build a tender library? Take a bit more time when you complete your tenders to create a tender library where you can easily access the information you need to respond to tenders.

DEBRIEF FOR BENCHMARKING

Do you ask for a debrief after you have been notified of the outcome of your submission - whether you were successful or not? Tender debriefing is a very useful way to benchmark your business against your competitors.

SUCCESS IS SIMPLE. DO WHAT'S RIGHT. THE RIGHT WAY. AT THE RIGHT TIME.
Alrnold H. Glascow

VISIT OUR WEBSITE FOR MORE INFORMATION.
[HTTPS://ICHIBANCOMMERCIALSOLUTIONS.COM.AU/TENDERING-PACKAGES/](https://ichibancommercialsolutions.com.au/tendering-packages/)



Insert your logo
 Insert your company name
 Insert the RFQ/RFT ref

The following are examples of our relevant experience in performing similar work/services or goods, including referee details:

(Please delete the first line of the table, information provided as example/suggestions for completion only)

No	Client Name Contract Details	Scope of Work	Meeting Contract Outcomes	Similarity	Referee Details
	Name: Contract Details: E.g. (insert similar details to the tendered scope since XXX)	What is the scope of work being delivered for this client	What issues did you solve for this client? For example, did you set up a service plan that meets the client's requirements? Solve a problem the previous provider left for the client. Did you get any positive feedback?	How is this contract similar to the tendered scope/requirement? The contract is similar to the scope required under this contract as it includes service provision to a government organisation, in the same climatic region and to a same size as the contract.	Name: Title: Email: Phone:
1	Name: Contract Details:				Name: Title: Email: Phone:
3	Name: Contract Details:				Name: Title: Email: Phone:
4	Name: Contract Details:				Name: Title: Email: Phone:
5	Name: Contract Details:				Name: Title: Email: Phone:

Commercial-in-Confidence

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About Ichiban Commercial Solutions:

Ichiban Commercial Solutions deliver a broad range of commercial solutions for our clients, focused on their value proposition and business growth.

The general areas of support include commercial business advisory, procurement and tendering support. However, given our diverse skill set and business experience, we often support our clients across other areas of business.

Celia Jordaan, Principal Commercial Consultant founded Ichiban Commercial Solutions in 2015. Celia Jordaan has over 30 years international and corporate experience and worked in the areas of commerce, contract negotiations, complex procurement, tenders, supply chain, contract management, law and risk.

She has managed procurement/supply chain teams and has worked on both sides of the spectrum, both from a company and a contractor/supplier perspective. Her experience and background include working in the mining and resources sector and assisting construction companies, not-for-profits, small and medium business and government project sector clients. For more information, visit: <https://ichibancommercialsolutions.com.au/>

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