Leicestershire County Council
Guide to submitting tenders via the e-tendering portal

The e-tendering portal can be accessed via the following link;

https://procontract.due-north.com/SupplierPreLoginHome/

Step One - Registration / login

- First time users of the Portal must register on the website

- If already registered you must login to the site

Step 2 - Find the opportunity

- East Mids tenders Homepage – View opportunities

- Supplier Homepage - Find opportunities

Under Narrow your results: Portals – select EastMids Tenders and Update

Home › Find Opportunities

Opportunities

Narrow your results

Opportunities

Portals

All
Advantage SW
Aston University Procurement Portal
Bank of England
Bristol City Council - UFE
Charities Aid Foundation Procurement Portal
Cornwall County Council Procurement Portal
EastMidsTenders
Housing Procurement
Hull and East Yorkshire Hospitals NHS Trust Procurement Portal
LGSS
London Tenders
LP Portal
NCG Corporation
NEPO
NewNorth
NHS Dorset Clinical Commissioning Group
NHS Portal
Norse Group Limited
North Cumbria University Hospitals NHS Trust
Northumbria Healthcare NHS Foundation Trust
NPL Procurement Portal
Portal1
Royal College of Physicians Portal
South East Business Portal
Spirit Pub Company
Supply Great Yarmouth
Supplying the South West
The Chest
Worcestershire District Group

1 2 3 4 5 ... 12 Next >

- Mental Health Employment Service
3 Navigating the Portal
series
ED CP1016-14 Bovey Tracey to Newton Abbot Path - Stover Canal
no DPS test (Advertise opportunity on portal)
aintenance & Servicing of Communal Boiler Plant including Responsive Repair Call Out Service within the Boltor

d, Stockport Construction
er
Test

5 ... 12 Next >

Published date

Start date   End date

Narrow your results

Opportunities

Portals

EastMidsTenders ▼

Categories ❓

There are 0 categories selected
➕ Add UNSPSC categories
➕ Add NHS eClass categories
➕ Add CPV categories
➕ Add ProClass categories

Regions

There are 0 regions selected
➕ Add new region

Keywords

Include closed

○ Yes ◉ No

Expression date

Start date   End date

dd/mm/yyyy   dd/mm/yyyy

Published date

Start date   End date

dd/mm/yyyy   dd/mm/yyyy

Reset   Update

1 2 3 4 5 ... 12 Next >

Title

1112-073 - Mental Health Employment Service

2016.02.03 Navigating the Portal

6 Day Nurseries

ABANDONED CP1016-14 Bovey Tracey to Newton Abbot Path - Stover Canal

Amey Demo DPS test (Advertise opportunity on portal)

Annual Maintenance & Servicing of Communal Boiler Plant including Responsive Repair Call Out Service within the Boltor

AR Test 2

Bridgefield, Stockport Construction

Bus Tender

CC Tender Test

1 2 3 4 5 ... 12 Next >

Under Narrow your results: Organisations– select Leicestershire County Council and Update

Under Opportunities select the relevant tender by clicking on the blue hyperlink

Step 3 - Registering an interest in the opportunity

If not logged in click on Login and Register interest in this opportunity

If logged in click on Register interest in this opportunity

Step 4 - Accessing the application documents

Click on My activities located on the blue toolbar

Under Narrow your results select Leicestershire County Council and Update

Select the contract opportuntity you want to respond to by clicking on the blue hyperlink

Under Events: Supplier Response: Not Started click on Start

Download the tender documents by clicking on the blue hyperlink

Step 5 – Submitting a response

Complete your tender response offline.

When ready to upload your completed application click on "Start my response"

Enter your own reference and click Continue

Click on Add Attachment

Click on Add Attachment and attach your completed application

Once the application document is attached click on Submit Response

When your application has been submitted the word Submitted will appear on the right-hand side on the screen