

## UK-Med Procurement Checklist

*For Suppliers / Sole Traders to go over before submitting a Bid*

<b>Have I read all the documents provided?</b>	Yes	No
<b>Am I clear on the submission deadlines?</b>	Yes	No
<b>Have I submitted everything that UK-Med have asked for?</b>	Yes	No
<b>Am I submitting in readable documents that I have checked?</b>	Yes	No
<b>Have I acknowledged and stuck to word limits?</b>	Yes	No
<b>Do my submission answers and does any supporting content provided best showcase my skills in direct relation to the requirement?</b>	Yes	No