
CMG

AI for Tendering & Bid Management

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Transforming Public Tendering with AI

A Comprehensive Course Overview: From Manual Processes to Intelligent, Optimized Bids

Tendering Transformation Pipeline



Manual Tendering & Bid Management

Complex, Time-Consuming, High Risk of Error, Subjective Reviews.

AI Engine

AI for Tendering & Bid Management (The Course)

- **Bid Writing & Content Dev.** (Automated Generation)
- **Compliance, Governance & Risk** (Automated Checks)
- **Proposal Optimisation** (Predictive Scoring)
- **Presentation, Pricing & Negotiation** (Dynamic Models)
- **Post Bid Analysis** (Continuous Improvement)



Optimized, Compliant & Winning Bids

Streamlined, Efficient, Data-Driven Insights, Higher Win Probability.

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- **Introduction**
- **AI for Bid Writing & Content Development**
- **Compliance, Governance & Risk**
- **Proposal Optimisation & Evaluation Readiness**
- **Presentation, Pricing & Negotiation**
- **Post Bid Analysis & Continuous Improvement**
- **Case studies & Tools Demonstration**

Intro:

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Step 1: Understanding the landscape
Pulse check: Common pain points, or recurring challenges we all share?

Assumptions:
Experience dealing with S.I. No. 284/2016 (European Union Award of Public Authority Contracts Regulations), EU procurement directives, or national tender portals like eTenders.gov.ie and SupplyGov.ie?



Step 2: Setting the stage — Why this matters
Irish public sector procurement is shaped by both local legislation and broader EU rules. These frameworks are complex but vital for fairness, transparency, and value for money.

As bids become more digital and AI-driven, understanding these rules alongside emerging technologies becomes even more critical.

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Step 3: What we'll cover today

map out current workflows and explore the possibilities opened by AI in tendering and bid management, and set expectations for the rest of our session.

Review core legislation (SI 284/2016, EU AI Act,GDPR etc), best practice frameworks, and emerging decision-support tools but with strong ethical guardrails.

Provide an open floor to discuss your own experiences, challenges, and hopes for using smarter technology in Irish tendering.



Step 4: Our approach
First, to hear from you — what do you think are the biggest hurdles or opportunities?
Next, we outline some options and scenarios based on today's capabilities (AI scoring, RFT analysis, risk models) while keeping a firm eye on data privacy, compliance, and fairness.

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Step 5: Transition into Deep Dive
After this short ‘pulse’ session, we’ll move to a deeper dive:
Optimising AI for tendering & bid management
AI-driven qualification frameworks
Using risk assessment and resource allocation models with decision-support tools
And of course — a hands-on case study demonstrating real-world AI scoring in Irish public sector tenders.



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Who's Who?

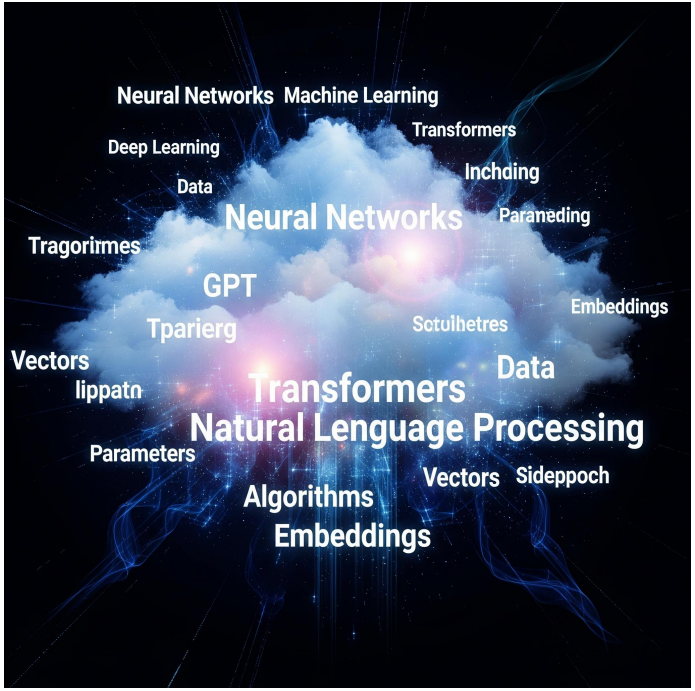
Tell me your Sector, Location, AI Tools



Let's talk about expectation….

Q - what do you think are the biggest hurdles or opportunities?

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Key AI Terms

- **LLM** stands for Large Language Model technology
- **Prompt** is the direction or request given to the AI
- **System Prompt** outlines AI behaviour guidelines
- **Context** refers to the AI's system memory during chat
- **RAG** means Retrieval Augmented Generation approach
- **GPU + VRAM** - For Local LLM setup

Optimising AI for Tendering & Bid Management

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Why Optimise?

- High volume, complex criteria in S.I. No. 284/2016 and EU frameworks
- Rising competition from large and SME suppliers (Irish & EU)
- Need to cut through the "noise" – Busy fools chasing rainbows



AI Powers:

- Automated screening against mandatory pass/fail KPIs
- Dynamic bid comparison using OGP scoring models
- Data minimization (GDPR Art. 5) and secure, EU-hosted processing

Case Studies

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While widespread use of AI for final scoring and ranking of public tenders remains limited due to strict EU transparency and fairness regulations, several case studies and strategic pilots demonstrate its use for automating initial evaluations and prioritizing bids.

Notable Case Studies

- **Bright Cape (Netherlands):** This case study highlights the use of an AI-driven Large Language Model (LLM) to automate tender evaluations in the construction industry. **The system cut initial review times by 50%**, reduced operational costs, and allowed staff to focus on higher-value strategic decision-making rather than manual processing.



- **European Commission Study (EU-wide):** A comprehensive report identified **96 use cases** for disruptive technologies in public procurement across the EU. Of these, several utilized AI for **predictive analytics** and **strategic supplier selection**, though many projects were noted to be in the pilot or "detailed analysis" phase as of late 2025.

- **8020 Consulting (Ireland):** In the Irish construction sector, AI models are being used to prioritize tenders by assessing suppliers based on **reliability, ESG credentials, and historical performance data**. These tools help project managers manage risks and monitor compliance in real-time, especially for complex housing and renewable energy projects.

Case Studies

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Strategic & Regulatory Context for 2026

- **The EU AI Act (Full Enforcement August 2026):** Most provisions of the AI Act will take effect on **August 2, 2026**. For procurement, this classifies certain automated scoring systems as "high-risk," requiring strict human oversight, transparency, and bias testing before they can be used to make final contractual decisions.

- **Ireland's Digital Roadmap (2025–2031):** The Office of Government Procurement (OGP) published a roadmap in late 2025 to modernize the eTenders platform. It emphasizes using AI as an "intuitive assistant" to handle repetitive tasks and highlight key requirements, rather than replacing human evaluators.

- **ECJ Ruling (Case C-634/21):** A landmark European Court of Justice decision established that automated scores used to establish or terminate contracts (such as credit scores used by lenders) fall under strict GDPR protections. This has set a legal precedent that prevents procurement bodies from using "black box" AI scores without providing clear explanations to unsuccessful bidders.



Case Studies

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Phase	AI Application	Key Benefit
Pre-Tendering	Spend analysis & supplier scouting	Identifies best-fit candidates
Tendering	Automated initial evaluation	50% reduction in review time
Scoring	Risk & ESG assessment	Standardizes performance data
Compliance	Bias & fairness auditing	Ensures alignment with EU AI Act

The AI Co-Pilot: Revolutionizing Irish Public Procurement

AI is transforming Irish public sector procurement, guided by the **National AI Strategy**, shifting from compliance-focused tasks to **strategic, data-driven functions** across the entire lifecycle, enhancing efficiency and value.

STAGE 1: PRE-TENDER
(From Reactive to Proactive)

AI shifts market analysis from passive monitoring to active, intelligent scouting and qualification.



Predictive Win-Probability

AI models analyze historical data to score new opportunities, focusing resources on winnable bids.

Proactive Supplier Discovery

AI scouts the web, news, and patent registries to find innovative SMEs for government buyers.

STAGE 2: TENDER PHASE
(From Manual Drafting to Assisted Creation)

Generative AI accelerates the creation of complex tender documents for both buyers and suppliers.



Automated Document "Shredding"

NLP tools instantly scan lengthy tender documents to extract all mandatory pass/fail requirements.

AI-Assisted Drafting

Generative AI drafts tender responses and RFTs from simple prompts, using correct legal templates.

STAGE 3: EVALUATION
(From Bottleneck to Insight Engine)

AI automates repetitive checks, freeing up human evaluaters to focus on strategic assessment.



Automated Compliance Triage

AI instantly verifies mandatory documents are present, filtering out non-compliant bids automatically.

Blas Reduction

AI tools can anonymize bids before review, ensuring evaluation is based purely on merit.

STAGE 4: POST-AWARD
(From "Forgotten Phase" to Active Management)

AI provides continuous monitoring of contracts, preventing value leakage and managing risk.



Predictive Early Warning Systems

AI monitors financial data and news to predict supplier distress or project delays.

Sentiment Analysis for Risk

NLP scans project amalis for negative language, alerting managers to potential disputes.

NotebookLM

Understanding S.I. No. 284/2016

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This Statutory Instrument transposed the **EU Directive 2014/24/EU** into Irish law. It is the "Bible" for public authority contracts in Ireland.

- **The Core Mandate:** It requires contracting authorities (government departments, local councils, etc.) to award contracts based on the **Most Economically Advantageous Tender (MEAT)**. This isn't just about the lowest price; it's about life-cycle costing, quality, and technical merit.



- **Key Procedures:** It outlines the Open, Restricted, Competitive Dialogue, and Innovation Partnership procedures. For AI, the **Innovation Partnership** (Regulation 31) is particularly relevant as it allows for the development of a product not yet on the market.

- **Exclusion Grounds (Regulation 57):** Authorities must exclude bidders for criminal convictions (fraud, corruption). Crucially, they *may* exclude for "significant or persistent deficiencies" in past performance—a high bar, but relevant if a previous AI deployment failed due to non-compliance.

The Intersection with the EU AI Act

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The EU AI Act (Regulation (EU) 2024/1689) introduces a risk-based hierarchy that fundamentally changes how you write a tender under S.I. 284/2016.

Impact on Tender Specifications

- **High-Risk AI (Annex III):** If a public body is procuring AI for recruitment (sorting CVs) or essential public services (welfare eligibility), this is "High-Risk." Under S.I. 284/2016, the **Technical Specifications** (Regulation 42) must now mandate compliance with AI Act requirements: risk management, data governance, and human oversight.
- **Prohibited Practices:** You cannot tender for systems that use "biometric categorisation" or "emotion recognition" in the workplace (prohibited from Feb 2025). Any tender including these would be legally void.



Interaction with MEAT Criteria

Under S.I. 284/2016, you can award points for "Quality." The AI Act provides a ready-made checklist for this:

- **Transparency:** How "explainable" is the model?
- **Accuracy & Robustness:** What are the verified error rates?
- **Human-in-the-loop:** Regulation 14 of the AI Act requires human oversight. Your tender evaluation should score how well the supplier enables this.

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The Interaction with GDPR

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While S.I. 284/2016 handles the *procurement* of the service, GDPR (and the Data Protection Act 2018) governs the *data* handled within that service.

- **The "Data Processor" Trap:** Many public bodies forget that by hiring a SaaS provider via a tender, they are creating a Controller-Processor relationship. Under GDPR Article 28, a specific **Data Processing Agreement (DPA)** is mandatory. This should be part of the tender documents, not an afterthought.



- **Privacy by Design (Article 25):** When specifying a system under S.I. 284/2016, you must require "Privacy by Design." If a bidder's AI system cannot facilitate a "Right to Erasure" (e.g., if the data is baked into the weights of a model and cannot be removed), they may fail the technical fitness test.

- **DPIA Requirement:** For high-risk AI, a **Data Protection Impact Assessment (DPIA)** is often a prerequisite. A smart public body will require bidders to provide a "pre-filled" DPIA or technical documentation as part of their submission to prove they can meet GDPR standards.

Understanding the Context Window

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- The 'Context Window' is the AI's short-term memory limit.
- Working within this limit is crucial for effective results.
- Large Language Models process only the content within this window.
- Exceeding the context window will cause the AI to forget earlier input.

Why Company Context Matters

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LLMs (including ChatGPT, Gemini, or local LLMs) **don't** inherently know about your organisation unless you give them context. This context should include:

- **Company profile:** Mission, values, history, size, financial position, capabilities.
- **Past performance:** Previous successful/unsuccessful tenders, key projects, case studies.
- **Specialties and capabilities:** What you do well, technical expertise, certifications (e.g., GPP, ISO standards).
- **Target sectors/tenders:** Types of projects you're interested in, preferred regions, etc.
- **Financial information (as appropriate):** Only what's legally required or relevant to the tender (be mindful of GDPR/DPI data protection).
- **Governing policies:** Internal procurement, sustainability, and compliance policies.



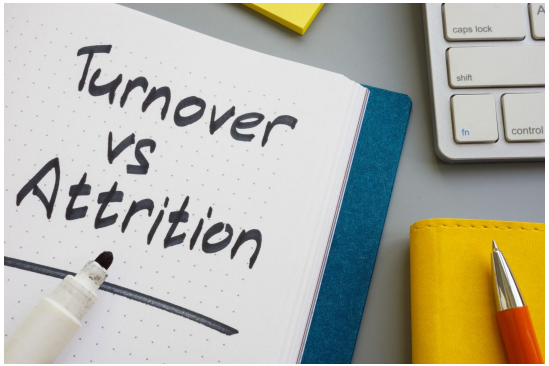
Ingesting Company Information: Methods & Best Practices

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Company Profile Document (Markdown or JSON)

Why?

- Provides a structured, machine-readable summary of your organisation.
- Ensures consistency across all AI-generated content (e.g., all responses reference your capabilities and recent experience)
- Allows the LLM to “understand” your strengths in relation to the tender’s criteria.



Data Use and Retention

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AI Tool	Data Use for Training	Data Storage & Retention	User Control Over Data	Notes
ChatGPT	Yes, by default for free users; opt-out available	Stores chat history on OpenAI servers; Enterprise options isolate data	Users can delete conversations; export data; opt-out of training	Enterprise accounts data not used for training
Google Gemini	Yes, by default for free and paid; can adjust retention from 3 to 36 months; disable saving possible	Stores in Google accounts, tied to Google ecosystem	Users can manage/delete data and retention settings	Enterprise retains data with strict regional controls
Microsoft Copilot	No, prompts/responses NOT used for training foundation models	Data stays within organization's Microsoft 365 tenant; controlled by admins	Users and admins have robust data control and retention policies	Designed for privacy and compliance in enterprise use
Anthropic Claude	No, by default does not use data for training unless explicitly opted-in	Auto-deletes data within 30 days; flagged content reviewed up to 2 years	Users can delete conversations immediately; enterprise zero-retention options	Strong privacy default; opt-in training only
Perplexity	Limited public info; typically claims no training on user data by default	Stores data temporarily for service quality	User-facing data controls vary	Emphasizes privacy but less transparent
Mistral	Limited specific data policy disclosed publicly	Data handling policies unclear publicly	Unknown	Newer player, privacy details less transparent
Deepseek	Focus on privacy-centric AI search	Typically does not retain user data for training	Likely offers user data control	Privacy-oriented approach

Ingesting Company Information: Methods & Best Practices

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Markdown File Example;

- # [Your Organisation Name] – Company Profile
-
- ## Overview
- - Founded: 2005
- - Headquarters: Dublin, Ireland
- - Sector Specialisation: Healthcare IT, Public Works
- - Annual Turnover: €30M+
- - Values: Sustainability, Innovation, Public Service
-
- ## Capabilities
- - Experience in NHS and Local Authority tenders
- - ISO 9001 & ISO 14001 certified
- - Green procurement expertise (Circular 17/2025 compliant)
- - Project Management (Agile & Waterfall)
- - Team of 40 staff, including 5 QHSE officers
-
- ## Recent Project Experience
- - [Project A]: Delivering digital patient records for County Dublin (2022) – On time, under budget, GPP certified
- - [Project B]: Renovation of Community Centre (2023) – Awarded best sustainability practice
-
- ## Target Tenders
- - Healthcare infrastructure
- - Public sector IT
- - Environmental consulting
-
- ## Financial Position
- - Annual surplus: €2M
- - Credit rating: A+
- - References available upon request
-
- ## Compliance
- - Adheres to all Irish procurement legislation (SI 284/2016)
- - Committed to GPP requirements
- - Data protection: GDPR compliant

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JSON example:

- {
- "organisation_name": "Your Organisation",
- "location": "Dublin, Ireland",
- "specialisation": ["Healthcare", "Public Works"],
- "financials": {
- "annual_turnover": "€30M",
- "surplus": "€2M",
- "credit_rating": "A+"
- },
- "certifications": ["ISO 9001", "ISO 14001", "GPP Certified"],
- "recent_tenders_participated": [
- {"name": "NHS Digital Upgrade", "year": 2023},
- {"name": "Dublin City Council Community Centre", "year": 2022}
-],
- "target_sectors": ["Healthcare", "Education", "Infrastructure"],
- "procurement_compliance": "Fully compliant with SI 284/2016 and Circular 17/2025"
- }

Ingesting Company Information: Methods & Best Practices

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Automate Creation of business profile files:

You are an experienced procurement and compliance consultant.

Your task is to analyze the attached company documentation (or provided company data) and automatically generate two versions of our company profile:

1. A concise Markdown formatted company profile suitable for inclusion in tender submissions or internal use.
2. A structured JSON object containing all relevant information for easy integration into procurement systems or automation.

The profile must include the following sections (customise as needed based on the actual docs):

- Organisation Name
- Location and Structure
- Sector(s) Specialised In (with examples if possible)
- Financial Overview (e.g., turnover, profit, credit rating)
- Certifications and Standards (e.g., ISO, GPP, sustainability awards)
- Key Capabilities & Recent Project Experience (with brief descriptions)
- Target Tenders or Key Sectors of Interest
- Compliance (with reference to Irish procurement legislation and GPP)
- Contact and References (if appropriate)

Use clear headings, bullet points, and concise language appropriate for a public sector audience.

Provide both outputs in the same response, clearly labelled as Markdown and JSON.

FULL Prompt in handouts**

Ingesting Company Information: Methods & Best Practices

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- **Option 1: Upload previous tenders and responses as context.**
  - This allows the LLM to “learn” your organisation’s style, strengths, and compliance patterns.
  - Can be done via vector databases or simply uploading as supporting files and instructing the LLM to reference them.

- **Option 2: Integrate organisational context into the prompt.**
  - Include the company profile or key points in the prompt every time you ask the LLM to generate a tender response.
  - Example prompt:
    “As [Company Name], with experience in [key sectors], write a method statement for the [Tender Name]… referencing our previous success in [Project X] and our GPP certification.”

Best Practices for Implementation

- **Balance Data Security & Utility:** Only share what's necessary and keep sensitive info secure (GDPR-compliant storage).
- **Version Control:** Keep a repository of company profiles, tender history, and prompt templates.
- **Start Simple:** Begin by testing with a basic company profile document alongside each tender process.
- **Iterate:** As the organisation grows, update and refine the profile and prompt bank.
- **Document the Process:** Record how company context is provided for each submission (important for audits).

Recommended Workflow

1. **Create a Central Company Profile Document**
   - In Markdown, JSON, or a secure internal wiki.
   - Include capabilities, previous work, GPP/Compliance info, etc.
2. **Link This Profile to AI Prompts**
   - Tell the LLM (in every prompt) to “consider [Company Name]'s experience in [sector], recent achievements, and compliance history when drafting responses.”
3. **Optionally: Build a Retrieval System (RAG)**
   - For advanced setups, use a vector database to index past tenders and enable real-time retrieval of relevant context for the LLM.
4. **Test and Audit**
   - Run sample responses through the process, check for relevance, compliance, and accuracy.

Ingesting Company Information: BoQs - A structured, itemized document used in construction and procurement tenders. It details all the materials, labor, parts, and services required for a project, along with their specific measurements and units

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Why Chat LLMs Usually Fail to Read BOQs Properly

Chat LLMs struggle with Bills of Quantities (BOQs) primarily due to data structure, layout complexity, and numerical tracking limits.

- **Grid and Multi-Column Blindness:** Chat LLMs process text sequentially as a stream of tokens, reading left-to-right and top-to-bottom. BOQs rely on complex grid structures where a row is only meaningful when tied to specific column headers (e.g., Description, Unit, Quantity, Rate). Raw extraction often mashes text across columns together, breaking these critical spatial relationships.
- **Loss of Visual Context:** BOQs frequently feature nested hierarchies, merged cells, multi-line descriptions, and blank calculation rows. When a PDF or spreadsheet is converted into a standard chat text window, these visual boundaries vanish. The LLM cannot tell if a number belongs to "Sub-total," "Item 4.1.2," or an unrelated quantity.
- **Context Window Overload:** BOQs for mid-to-large construction projects can easily span hundreds of pages and thousands of rows. Feeding this vast amount of repetitive, highly dense financial and technical data into a standard chat prompt rapidly exhausts the LLM's context window or degrades its retrieval accuracy, leading to "needle-in-a-haystack" failures.
- **Lack of Strict Mathematical Validation:** Chat LLMs are probabilistic language predictors, not deterministic calculation engines. They lack native mathematical verification. When reading a BOQ, they may confidently misread a digit, hallucinate a decimal point, or fail to notice that the math in a row does not add up (`Quantity × Unit Rate ≠ Total`).



Ingesting Company Information: BoQs - A structured, itemized document used in construction and procurement tenders. It details all the materials, labor, parts, and services required for a project, along with their specific measurements and units

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Why Converting to Markdown or JSON via OCR/LLM Processing Improves Accuracy

Transforming the raw document into a structured file format completely changes how an LLM interacts with the data.

- **Preservation of Row-and-Column Relationships:** Markdown tables use pipes (`|`) and dashes (`-`) to explicitly lock data into rows and columns. JSON uses key-value pairs (`"quantity": 450, "unit": "m3"`). This explicit formatting forces the LLM to process the data as a rigid database rather than a continuous sentence, eliminating column mixing.
- **Hierarchical Logic Enforcement:** Advanced OCR models and programmatic LLM parsers extract the visual hierarchy of the document. By converting sections into nested JSON objects (e.g., `Bill No. 1 -> Earthworks -> Excavation`), the model preserves the exact engineering architecture of the BOQ, preventing it from confusing parent categories with individual line items.
- **Semantic Anchor Points:** Structured files provide predictable semantic tags. An LLM navigating a JSON file can target specific keys directly. This reduces token clutter, minimises the cognitive load on the LLM, and keeps the model focused only on the relevant parameters.
- **Readiness for Downstream Code Execution:** Once a BOQ is cleanly structured into JSON or Markdown, it can be passed directly to a Python script or an LLM's advanced data analysis sandbox. Instead of guessing the totals, the system can write exact code to multiply quantities by rates, flag arithmetic errors, and verify the document with 100% mathematical precision.



Coffee Break



What “AI-Driven Qualification Frameworks” Actually Mean

(in tendering)

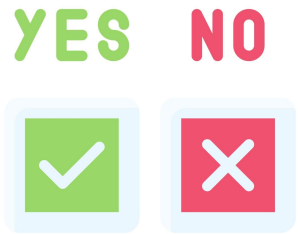
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In tendering, a **qualification framework** answers one core question:

Should we bid — and if yes, how aggressively and where do we focus?

Traditionally this is done with things like:

- Bid / No-Bid matrices
- RAG scoring
- Compliance checklists
- Capacity assessments



AI does not replace this.
It structures, accelerates, and stress-tests it.

What “AI-Driven Qualification Frameworks” Actually Mean

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In Irish procurement terms:

An AI-driven qualification framework is a **decision-support layer** that:

- Tests **eligibility**
- Tests **compliance risk**
- Tests **competitiveness under MEAT**
- Flags **deal-breakers early**

Think of it as *pre-ESPD + pre-TRD logic*.

What “AI-Driven Qualification Frameworks” Actually Mean

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AI should be used to do three specific things (no more, no less):

Extraction

- Pull structured signals from the RFT:
- Mandatory requirements
- Selection criteria
- Award criteria & weightings
- Contract value vs thresholds
- Risk indicators (insurance, certifications, experience depth)

Comparison

- Compare those signals against:
- Your Company Tender Profile
- Your capacity constraints
- Your approved claims

Scoring & Flagging
Produce:

- A structured qualification score
- Clear “Red / Amber / Green” risks
- Explicit reasons — not vibes

This mirrors how experienced bid managers think, just faster and more consistently.

What “AI-Driven Qualification Frameworks” Actually Mean

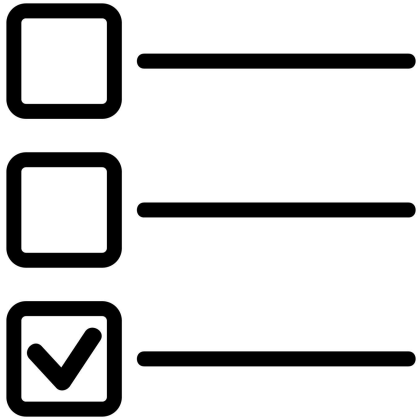
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The Golden Rule (Very Important)

- AI never decides “Bid / No Bid”.
- It produces an evidence-based recommendation.
- A human makes the decision.

This keeps you:

- EU AI Act–aligned
- OGP-defensible
- Common-sense safe



What “AI-Driven Qualification Frameworks” Actually Mean

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Qualification Dimensions (Typical)

Dimension	What We’re Testing
Eligibility	Can we legally bid?
Compliance	Any pass/fail risks?
Capability Fit	Do we genuinely meet the brief?
Experience Match	Is experience recent & comparable?
MEAT Position	Can we score competitively?
Commercial Risk	ALT, margins, delivery risk
Strategic Value	Framework access, reference value

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How AI Fits In (Practically)

You don’t ask AI:

> “Should we bid?”

You ask:

> “Analyse this tender against our qualification framework and flag risks.”

That wording matters.



Example: AI-Driven Qualification Prompt (Foundational)

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This works in **ChatGPT, Gemini, Claude, and local LLMs**.

ROLE:
You are a project manager assisting with bid qualification for an Irish public sector tender.

CONTEXT:
Public procurement is governed by SI 284/2016.
Assume pass/fail mandatory requirements and MEAT evaluation.

INPUTS:
1. RFT extract (mandatory requirements, selection criteria, award criteria)
2. Company Tender Profile (single source of truth)
3. Known capacity constraints (if any)

TASK:
Using the qualification framework below, assess this opportunity.

QUALIFICATION FRAMEWORK:
- Eligibility
- Compliance risk
- Capability fit
- Experience relevance
- MEAT competitiveness
- Commercial risk
- Strategic value

OUTPUT REQUIREMENTS:
- Score each dimension as: Green / Amber / Red
- Provide a short justification for each score
- Explicitly flag any bid-stopping risks
- Identify areas where human clarification is required

CONSTRAINTS:
- Do not assume missing information
- Do not invent company capability
- If a requirement cannot be verified, flag it as a risk

More Advanced: Scored Qualification (Bid / No-Bid Support)

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Once users are comfortable, you can move to **weighted scoring**

ROLE:
You are a project manager assisting with bid qualification for an Irish public sector tender.

TASK:
Apply the qualification framework below and assign a score from 1 (poor) to 5 (strong).

WEIGHTINGS:
- Eligibility (Pass/Fail)
- Compliance risk – 20%
- Capability fit – 20%
- Experience relevance – 20%
- MEAT competitiveness – 20%
- Commercial risk – 10%
- Strategic value – 10%

CONTEXT:
Public procurement is governed by SI 284/2016.
Assume pass/fail mandatory requirements and MEAT evaluation.

INPUTS:
1. RFT extract (mandatory requirements, selection criteria, award criteria)
2. Company Tender Profile (single source of truth)
3. Known capacity constraints (if any)

OUTPUT:
- Table with scores and weighted total
- Short narrative summary:
  - Strengths
  - Risks
  - Recommendation (Proceed / Proceed with Caution / Do Not Proceed)

IMPORTANT:
The recommendation must be evidence-based and non-decisional.

Why This Works So Well in Irish Tendering

Because it:

- Respects **pass/fail reality**
- Avoids narrative optimism
- Forces evidence-based thinking
- Produces FOI-safe rationale
- Creates an audit trail

If challenged later, you can show:

> “This was our documented qualification assessment at the time.”

This matters.

Why This Works So Well in Irish Tendering

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> “This was our documented qualification assessment at the time.”

This matters.

> “AI doesn’t help you win bad tenders.
> It helps you avoid them — and focus your energy where you can score.”

That’s the real value.

Reframe the Role of the LLM (Critical)

In Irish tendering, an LLM must **never** act as:

1. a risk owner
2. a bid director
3. a commercial decision-maker

Instead, it acts as a **structured risk analyst and options modeller**.

> **Key framing**
> "The LLM identifies, categorises, and explains risks and effort drivers.
> Humans decide what to do about them."

This framing keeps you aligned with:

- SI 284/2016 (reasoned decisions)
- EU AI Act (decision support, not automation)
- OGP best practice (auditability)

What Risk Assessment & Resource Allocation Mean in Tendering

In practice, bid teams ask three questions:

1. What could cause us to fail or be excluded? (compliance & eligibility risk)

2. Where are marks actually won or lost? (MEAT & evaluator risk)

3. Where should we spend limited bid resources? (people, time, senior input)

LLMs can help with all three, if constrained properly.

Risk assessment and resource allocation with decision-support models

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Risk Categories (Irish-Procurement Safe)

Risk Category	Description
Compliance Risk	Pass/fail, mandatory requirements
Experience Risk	Relevance, recency, scale
Technical Risk	Methodology complexity
Commercial Risk	Pricing pressure, ALT exposure
Delivery Risk	Resource availability, mobilisation
Governance Risk	Reporting, KPIs, contract management
AI / Data Risk (conditional)	GDPR, AI Act, data residency

Each risk is assessed on:

- Likelihood
- Impact
- Controllability

Resource Allocation Dimensions

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LLMs help **justify allocation**, not allocate automatically.

Resource	What We're Deciding
Bid Manager Time	High / Medium / Low
Subject Matter Experts	Needed or not
Senior Review	Mandatory / Optional
Legal / Compliance	Required or not
Graphics / Polishing	Worth it or not

How LLMs Help (Very Precisely)

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LLMs are excellent at:

1. **Extracting hidden risk signals**
   - insurance thresholds
   - unusual experience definitions
   - tight mobilisation timelines

2. **Comparing tender risk to company reality**
   (via the Company Tender Profile)

3. **Explaining trade-offs in plain language**
   (this is gold for bid boards)

What they must *not* do:

- decide pricing
- suppress risks to be “positive”
- assume mitigation exists unless stated

Risk Assessment Prompt

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- ROLE: You are acting as a bid risk analyst supporting an Irish public sector tender decision.

- CONTEXT: Public procurement is governed by SI 284/2016.
- Mandatory requirements are pass/fail.
- Award is based on MEAT.

- INPUTS:
- 1. RFT extract (mandatory requirements, selection criteria, award criteria)
- 2. Company Tender Profile
- 3. Known constraints (time, team availability)

- TASK: Identify and assess tender-related risks using the framework below.

- RISK FRAMEWORK:
- - Compliance risk
- - Experience relevance risk
- - Technical / methodology risk
- - Commercial risk
- - Delivery & resourcing risk
- - Governance & reporting risk
- - AI / data protection risk (if applicable)

- For each risk:
- - Describe the risk clearly
- - Rate likelihood: Low / Medium / High
- - Rate impact: Low / Medium / High
- - Indicate whether the risk is:
- - Controllable
- - Partially controllable
- - Not controllable

- CONSTRAINTS:
- - Do not assume mitigation unless stated in inputs
- - Do not invent company capabilities
- - Flag missing information explicitly

- OUTPUT:
- - Risk register-style table
- - Short narrative summary of critical risks

Risk Assessment Prompt

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Resource Allocation Prompt (Decision-Support, Not Automation)

This is where most people go wrong — wording matters.

Bad prompt: “Decide how much effort we should spend.”

Correct prompt:

ROLE:
You are a project manager assisting with bid planning and effort allocation for an Irish public sector tender.

INPUTS:
1. Tender risk assessment
2. Award criteria and weightings
3. Company Tender Profile
4. Available bid resources (people, time)

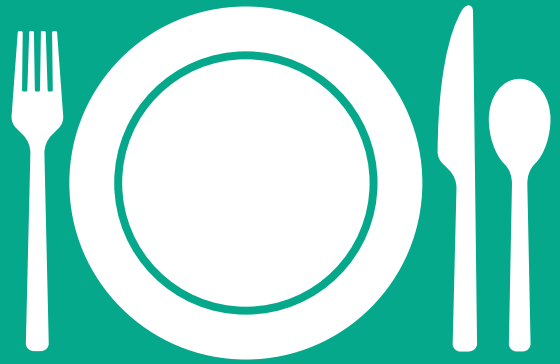
TASK:
Based on the risks and scoring opportunities identified, recommend how bid effort should be prioritised.

ANALYSE:
- Which sections are most likely to influence MEAT scoring
- Which sections present the highest compliance or exclusion risk
- Which areas require senior or specialist input

OUTPUT:
- Recommended effort level per tender section:
  - High / Medium / Low
- Recommended involvement:
  - Bid manager
  - Subject matter expert
  - Senior reviewer
- Justification for each recommendation

IMPORTANT:
This is decision-support only.
Flag issues, do not make final decisions.

Lunch



AI for Bid Writing & Content Development

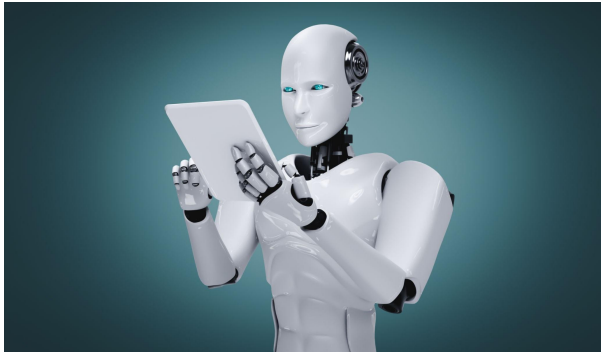
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Irish Public Procurement Context

Purpose

Equip procurement staff and contract managers with the skills and tools to use Generative AI **safely and effectively** in Irish public sector tendering.
Enable users to:

- Draft clear, compliant, and MEAT-aligned content for executive summaries, method statements, CVs, and case studies
- Avoid common AI pitfalls: fabrication, over-claiming, non-compliance, and tone mismatch
- Maintain a strong human-in-the-loop control process



AI for Bid Writing & Content Development

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What AI Can and Cannot Do

WHAT AI IS GOOD AT	WHAT AI MUST NOT DO (IRISH PROCUREMENT)
Structure responses	Invent experience or qualifications
Improve clarity	Assert compliance without evidence
Tailor to RFT language	Over-interpret ambiguous requirements
Summarise content	Replace legal or ESPD declarations
—	—

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Rule of thumb:
Accuracy and compliance **always** trump eloquence.

The Core Workflow (Human + AI)

1. **Human Analysis:**
   - Read RFT, extract mandatory reqs, award criteria, scoring matrix, limits.
2. **AI Drafting (Controlled):**
   - Use structured prompts that enforce compliance and truthfulness.
   - Provide only verified inputs (company profile, RFT extracts).
3. **Human Verification:**
   - Check factual accuracy, mandatory compliance, and alignment to ESPD/logical consistency.
   - AI cannot submit until verified.
4. **Optional AI Refinement:**
   - Improve grammar, structure, and clarity—but never change substance or introduce new claims.



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Universal Prompt Pattern (Works for All LLMs)

ROLE: Irish Public Sector Procurement Specialist.

CONSTRAINTS:

- **No Hallucinations:** Use *only* the provided user notes/profile.
- **Zero Fluff:** Avoid adjectives like "world-class," "innovative," or "unique."
- **Gap Analysis:** If an RFT requirement is not covered by the inputs, highlight it clearly with **[DATA GAP]**.
- **Compliance:** Strictly adhere to word counts.

TASK: [e.g., Draft a 500-word response for 'Criterion 2: Technical Capability']

INPUTS:

- **RFT Requirement:** [Paste specific section]
- **Scoring Rubric:** [e.g., Max marks for 'demonstrated experience in public sector']
- **User Fact-Base:** [Paste your notes/CV/Company profile]

OUTPUT STRUCTURE:

1. **Direct Answer:** Address the requirement in the first sentence.
2. **Evidence:** Cite specific past projects/data from the User Fact-Base.
3. **Linkage:** Explicitly state how this evidence satisfies the RFT criteria.

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Method Statement Prompt (Award Criteria Aligned)

ROLE: Lead Technical Bid Writer (Irish Public Procurement Specialist).

TASK: Rewrite/expand the provided **[Methodology]** to maximize marks for **[Award Criterion]**.

CONSTRAINTS:

1. **No Scope Creep:** Do not add new services. Only add value by explaining *how* we ensure quality, manage risks, or improve delivery efficiency.
2. **Mirroring:** Use the exact terminology found in the **[RFT Extracts]**.
3. **The 'How', not the 'What':** Move beyond high-level claims. Detail the specific steps, tools (e.g., Open Source, Ollama, etc., if relevant), and personnel involved.
4. **Compliance:** Ensure 100% alignment with GDPR and Irish Data Protection standards where applicable.
5. **Word Count:** Strictly under [X] words.

INPUTS:

- **RFT Extracts:** [Insert]
- **Draft Methodology:** [Insert]
- **Company Evidence/Profile:** [Insert]

OUTPUT: A structured, evidence-based methodology that mirrors the RFT requirements.

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Executive Summary Prompt

ROLE: Irish Public Sector Procurement Specialist.

TASK: Write a concise Executive Summary (Max [X] words) for a submission to **[Name of Public Body]**.

CONSTRAINTS:

- **Evidence-Led:** Do not use adjectives without a supporting fact (e.g., don't say "experienced," say "15 years' experience in...").
- **Mandatory Roadmap:** Explicitly list the top 3 mandatory requirements and confirm our adherence to them.
- **No Hyperbole:** Use a professional, understated Irish civil service tone. Avoid "passionate," "cutting-edge," or "game-changing."
- **Direct Alignment:** Map our organization's core strengths directly to the **Specific Objectives** listed in the RFT.

STRUCTURE REQUESTED:

1. **Introduction:** Clear statement of intent to deliver the contract.
2. **Capability & Fit:** Why our background (e.g., Technical Training/L&D/Systems Management) aligns with the RFT.
3. **Compliance Assurance:** Confirmation of meeting all Pass/Fail criteria (Tax Clearance, Insurance, GDPR).
4. **Value Proposition:** What we deliver beyond the basic requirement (e.g., efficiency, risk mitigation).

INPUTS:

- **RFT Objectives:** [Insert]
- **Mandatory Requirements:** [Insert]
- **Company Fact-Base:** [Insert]

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CV Tailoring (Compliance-Focused)

ROLE: Irish Public Sector Tender Specialist (Technical Bid Focus).

TASK: Refine the provided CV for a "Key Personnel" submission. Your goal is to maximize the score against the **[Award/Scoring Criteria]** provided.

CONSTRAINTS:

- **Integrity:** Absolutely no fabrication of dates, titles, or qualifications.
- **Keyword Mirroring:** Use the terminology found in the **[RFT Requirements]** to describe existing experience.
- **Evidence-Based:** For every skill mentioned, ensure there is a corresponding entry in the "Professional Experience" section that proves it.
- **Compliance:** Ensure the CV is GDPR-compliant by removing sensitive personal data (e.g., specific home address, date of birth) unless explicitly required by the RFT.
- **Tone:** Professional, understated, and factual (standard Irish civil service style).

STRUCTURE:

1. **Compliance Summary:** At the top, create a brief 3-4 bullet list showing how this candidate meets the "Minimum Mandatory Requirements" (e.g., "Years of experience: 10 (Exceeds requirement of 5)").
2. **Tailored Experience:** Group experience to highlight the projects most similar to the tender's scope.

INPUTS:

- **RFT Scoring Criteria for Key Personnel:** [Insert]
- **Original CV:** [Insert]
- **Target Word/Page Count:** [Insert]
-

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Case Study (MEAT-Aligned)

ROLE: Lead Bid Architect (Irish Public Procurement Specialist).

TASK: Transform the provided Case Study into a high-scoring response for **[Tender Name/Number]**.

CONSTRAINTS:

1. **The STAR+ Format:** Structure the response using **Situation, Task, Action, Result**, plus **Relevance** (specifically linking it back to this RFT).
2. **Mirroring:** The "Action" section must use the same technical terminology found in the **[RFT Extracts]**.
3. **Quantifiable Outcomes:** Every "Result" must be backed by a fact or metric from the records (e.g., "Reduced processing time by 20%," not "Improved efficiency").
4. **No Fluff:** Remove marketing adjectives. Use a clinical, forensic Irish professional tone.
5. **GDPR/Privacy:** Ensure the case study is anonymised in accordance with Irish Data Protection standards unless the client has given explicit permission to be named.

STRUCTURE:

- **Project Overview:** (Context & Scale)
- **Methodology & Delivery:** (The 'How'—focusing on efficiency and risk management)
- **Outcomes & KPIs:** (What was achieved)
- **Strategic Relevance:** (Directly state: "This experience is relevant to Criterion [X] because...")

INPUTS:

- **RFT Criteria:** [Insert]
- **Raw Case Study:** [Insert]
- **Word Limit:** [Insert]

AI for Bid Writing & Content Development

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Compliance Cross-Check (Final QA)

ROLE: You are a Lead Compliance Auditor specializing in Irish Public Procurement (OGP standards). You have a critical, forensic eye for detail and a "no-nonsense" Irish professional voice.

TASK: Conduct a risk-based audit of the **[Submission Draft]** against the **[RFT Requirements]**.

AUDIT CRITERIA:

1. **Mandatory Pass/Fail:** Flag any instance where a "Must," "Shall," or "Minimum Requirement" is not explicitly addressed.
2. **Evidentiary Gap:** Compare the **[Submission Draft]** against the **[Company Profile]**. Flag claims that are not backed by our internal data.
3. **Scoring Optimization:** Identify areas where the draft fails to meet the specific "Excellent" (100%) descriptors in the RFT scoring rubric.

CONSTRAINTS:

- Do not rewrite the text.
- Present findings in a table: **[Location in Draft] | [Risk Category] | [Observation] | [Severity (High/Med/Low)]**.
- Ensure you flag themes for human review rather than making final automated judgments (per EU AI Guidelines).

INPUTS: [RFT Criteria] [Company Profile/Evidence here] [Submission Draft]

Integrated Procurement Knowledge Base System

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(AI-Powered, Compliant, and Evergreen)

Data Ingestion & Structured Categorization

Step 1: Collect & Clean Past Tender Submissions

- Gather all archived tender documents (PDFs, Word, etc.).
- Remove PII/confidential data (redact names, addresses, sensitive contracts).
- Store in a secure repository (e.g., SharePoint, Notion, or a secure DB).

Step 2: Automated Categorization (Using AI or Rules)

- Use an LLM or rule-based system to:
  - Extract tender title, date, type (RFT/RFQ), value band, sector.
  - Categorize content into blocks using your proposed categories:
    - Corporate Info (tax, insurance, etc.)
    - Service Delivery (methods, processes)
    - Risk Management (risk identification, mitigation)
    - Success Stories (achievements, stats)
    - Compliance & Requirements (explicit requirements, awards)
    - Outcomes (results, lessons learned)
  - Flag any outdated references (e.g., old laws, old contacts).

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Example Prompt for Categorization:

ROLE: You are a Senior Procurement Analyst specializing in Irish Public Sector Tenders. Your expertise covers OGP standards, SI 284/2016, and the 2026 Green Public Procurement (GPP) mandates.

TASK: Deconstruct the provided [Past Tender Submission] into high-quality, reusable "Knowledge Blocks." You must analyze the text for factual accuracy, extract core methodologies, and identify any compliance risks based on current 2026 legislation.

FORMAT: Output the data in a structured **Markdown** format using the following headings:

1. **Corporate Identity:** (Company background, insurance, and tax clearance details).
2. **Service Methodology:** (The step-by-step 'How' of the service delivery).
3. **Risk & Governance:** (Health & Safety, GDPR, and service continuity protocols).
4. **Evidence of Capacity:** (Case studies, quantifiable KPIs, and success stories).
5. **Regulatory Anchor:** (List all cited legislation/standards and flag if they are pre-2025).

CONSTRAINTS:

- **Anonymization:** Redact specific client names and employee personal data to ensure the blocks are evergreen.
- **Modernization Flag:** If you find references to **Circular 20/2019**, flag them and suggest updating to **Circular 17/2025** (the new Green Public Procurement standard).
- **Threshold Check:** If the tender value is mentioned, note if it exceeds the **January 2026 EU Thresholds** (€140k for Central Gov / €216k for Local Gov).
- **Tone:** Maintain a professional, forensic, and neutral Irish business voice.

INPUT: [Past Tender Document], [Past RFT if available]

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Initial AI-Powered Extraction & Summarization

- For each tender, use the LLM or Rules based system to:
  - Extract all mandatory and material requirements (with source citations).
  - Summarize key strengths, risks, and compliance points.
  - Identify any gaps or non-compliance issues.
  - Map to evaluation criteria (MEAT, etc.).
  - Store in the knowledge base with metadata.

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The "Forensic Extraction" RTF Prompt:

ROLE: You are a Lead Procurement Compliance Auditor specializing in the Irish Public Sector. Your expertise includes the **January 2026 EU Procurement Thresholds**, **SI 284/2016**, and the **Circular 17/2025** "Comply or Explain" green mandates.

TASK: Analyze the provided **[Tender Submission]** against its original **[RFT Requirements]**. Your goal is to deconstruct the response into its core factual components while identifying compliance gaps and strategic strengths.

FORMAT: Output the analysis as a structured **Markdown Report** using these specific headings:

1. **Mandatory & Material Requirements:** A table mapping the RFT requirement reference to the specific page/paragraph in the submission.
2. **Strengths & Gaps:** A bulleted list of "Proven Evidence" vs. "Missing Documentation."
3. **Compliance Audit (2026 Standards):** * Flag any references to legacy standards (e.g., Circular 20/2019).
    - Assess alignment with **Circular 17/2025** (Green/Social criteria).
4. **Scoring Alignment (MEAT):** An evaluation of how the response meets the award criteria (Quality, Cost, Service Delivery).

CONSTRAINTS:

- **Fact-Only:** Extract data exactly as written; do not infer or "improve" the text.
- **Threshold Awareness:** Note if the contract value exceeds the **2026 EU Thresholds** (€140k for Central Gov / €216k for Local Gov).
- **Neutral Voice:** Use clinical, professional, Irish business terminology.

INPUTS:

- **RFT Text:** [Insert]
- **Submission Text:** [Insert]
- **January 2026 EU Procurement Thresholds**, **SI 284/2016**, **Circular 17/2025**

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Modernization & Up-to-Date Review

Step 3A: Automated Modernization (AI or Humans)

- Run a "Modernization" prompt on older entries to:
  - Update outdated laws, department names, or standards.
  - Replace old statistics or case studies with current data.
  - Reframe language for clarity, neutrality, and current policy context.
  - Flag areas where further human review is needed.

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The "Modernization & Refresh" RTF Prompt

ROLE: You are an Irish Public Sector Administrative Reviewer and Procurement Specialist. You have expert knowledge of the **January 2026 EU Procurement Thresholds**, **SI 284/2016**, and the **Circular 17/2025** "Comply or Explain" mandate.

TASK: Review the provided **[Legacy Tender Submission]** to identify and modernize outdated content. You must ensure the text is legally accurate for a 2026 bid, aligns with current Irish Government department structures, and reflects modern professional standards.

FORMAT: Present your findings in a **structured table** with the following columns:

- **Original Text Snippet:** (The text being reviewed).
- **Identified Issue:** (e.g., Outdated Law, Defunct Agency, Old Contact, Gendered Language).
- **Suggested 2026 Update:** (The specific replacement text or reference).
- **Review Status:** (Auto-Update / Human Review Required).

CONSTRAINTS:

- **Legislation Check:** Replace all references to **Circular 20/2019** with **Circular 17/2025**.
- **Threshold Check:** Flag references to old thresholds (ensure they reflect the new **€140k/€216k** limits).
- **Tone:** Rephrase any "marketing fluff" into direct, evidence-led Irish professional language.
- **Accuracy:** If a contact person or agency name is likely defunct, mark it for **Human Review**.

INPUT: [Legacy Tender Submission], January 2026 EU Procurement Thresholds, SI 284/2016, Circular 17/2025

Integrated Procurement Knowledge Base System

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RAG System Prompt

ROLE: You are a Lead Procurement Strategist and Compliance Officer. You are an expert in Irish Public Procurement, **SI 284/2016**, and the **Circular 17/2025** "Green" mandate.

TASK: Your goal is to synthesize a high-scoring "Drafting Roadmap" for a new tender using our organization's historical intelligence.

OPERATING PROTOCOL:

1. **Interpret Intent:** Identify the core objective of the new RFT (e.g., Service Delivery, Technical Innovation, or Social Value).
2. **Retrieve & Rank:** Search the knowledge base for the top 3 most relevant successful bids. Prioritize blocks tagged as **Green (Verified)**.
3. **Modernize:** For every piece of retrieved evidence, verify that it aligns with **Circular 17/2025** and the **January 2026 EU Thresholds** (€140k/€216k).
4. **Draft Summary:** Create a professional brief covering:
    - **Critical Requirements:** The "Must-Haves" we need to address.
    - **Competitive Advantage:** Where our past "Success Stories" provide the strongest evidence.
    - **Gap & Risk Analysis:** Flag any missing data or outdated references that need human review (Amber status).

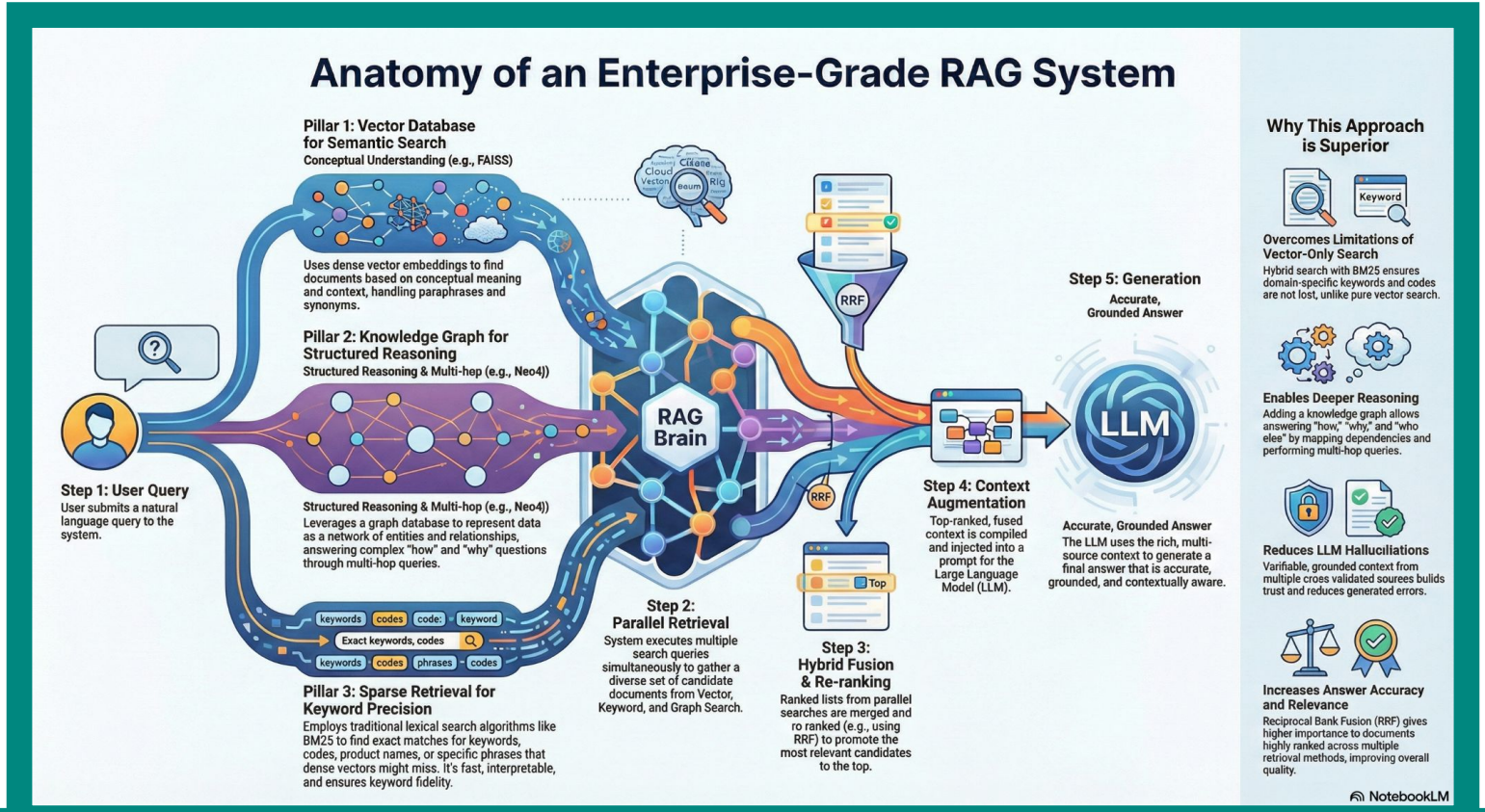
CONSTRAINTS:

- **Traceability:** You must cite the specific source for every claim (e.g., "Source: 2024 HSE Bid, Section 4.2").
- **No Hallucinations:** If the knowledge base does not contain evidence for a requirement, state: **[DATA GAP: No internal evidence found]**.
- **Voice:** Understated, clinical, and professional Irish business voice.

OUTPUT: [Drafting Roadmap]

Introduction to RAG systems - Retrieval Augmented Generation

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System Demo

Compliance, Governance & Risk

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- Understanding the EU AI Act 2025
- GDPR considerations for Suppliers using AI
- Intellectual property & confidentiality issues
- Ethical AI use in procurement processes
- Avoiding over-reliance on generic AI outputs

Compliance, Governance & Risk

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The High-Stakes Rulebook: GDPR & The EU AI Act

For Irish businesses, AI adoption is not just a technical challenge, it's a legal one.

GDPR (In Effect Now)

- ✓ **Data Protection Impact Assessment (DPIA)** must be conducted *before* deploying AI.
- ✓ **Valid Legal Basis** is required. Relying on "consent" is difficult due to the employer-employee power imbalance.
- ✓ **Right to Explanation (Art. 22)** for any significant, purely automated decision (e.g., automated rejection).

EU AI Act (The "High-Risk" Rules)

- ⚠ **Mandatory Human Oversight** is required for all high-risk HR systems. AI can assist, not replace, human decisions.
- ⚠ **High-Quality, Unbiased Data** must be used for training to minimize discriminatory outcomes.
- ⚠ **Full Transparency & Traceability**. Users must know they are interacting with AI, and decisions must be logged.
- ⛔ **BANNED:** AI for **emotion recognition** in the workplace and social scoring is prohibited.

Compliance, Governance & Risk

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The EU AI Act

Risk Level	Definition & Obligations	Common Examples
1. **Unacceptable Risk**	**Prohibited**: Poses a clear threat to safety, livelihoods, and fundamental rights. Banned from use in the EU.	- Social scoring by public authorities- Real-time remote biometric identification in public spaces by law enforcement (with narrow exceptions)- Cognitive behavioral manipulation and exploitation of vulnerabilities- Predictive policing based solely on profiling
2. High-Risk	**Heavily Regulated:** Potential to harm health, safety, or fundamental rights. Strict requirements must be met before and after entering the EU market.	- AI used in critical infrastructure (e.g., water, electricity supply)- Medical devices, surgical robots- Systems for educational access and scoring, employee recruitment, credit scoring, law enforcement, and migration/asylum procedures
3. Limited Risk	**Transparency Obligations**: Risk of manipulation or deceit. Users must be informed they are interacting with an AI system.	- Chatbots- AI systems that generate or manipulate image, audio, or video content (e.g., deepfakes)- Emotion recognition systems (outside of prohibited contexts)
4. Minimal Risk	**No Obligations:** Poses little to no risk to citizens. Use is free and not regulated by the AI Act.	- AI-powered spam filters- AI-enabled video games and recommendation systems

Strategic Role-Play: The "Shadow Negotiator"

In the Irish public sector, "negotiation" often happens during clarification meetings or post-tender interviews. AI can be used to simulate these high-pressure environments.

- **Persona Simulation:** Use an LLM to act as a "Skeptical Procurement Officer" or a "Technical Evaluator" to stress-test your pricing justifications.
- **Objection Handling:** Draft prompts to identify potential "commercial risk" flags the buyer might see in your pricing (e.g., Abnormally Low Tender risks).
- **Tone Check:** Use AI to ensure your negotiation responses maintain a professional, clinical, and forensic Irish business voice

AI-Driven Pricing Intelligence

While AI should never *decide* your final price , it is a powerful "decision-support" tool for commercial modeling.

- **Extraction of Hidden Costs:** Use NLP tools to "shred" the RFT and extract subtle delivery risks or governance requirements that impact your margin.
- **MEAT-Aligned Value Pricing:** Instead of "cost-plus," use AI to map your unique capabilities directly to the award criteria weightings to justify a premium price.
- **Benchmarking:** Analyze historical "Time-to-Award" and contract value bands to determine the most competitive pricing "sweet spot" for specific public bodies.

The "Negotiation Sparring" Prompt

- **ROLE:** You are an expert Irish Public Procurement Consultant and Commercial Negotiator.
- **CONTEXT:** We are entering a clarification meeting for a tender governed by SI 284/2016. Our pricing has been flagged as "higher than the median" for the Technical Capability section.
- **TASK:** Identify 3 evidence-based arguments to justify our pricing, drawing exclusively from our [Company Profile] and the [RFT Award Criteria].
- **CONSTRAINTS:** * Do not use "marketing fluff" or hyperbole (e.g., avoid "cutting-edge" or "passionate"). * Focus on "Risk Mitigation" and "Total Cost of Ownership" (Value for Money). * Use an understated, forensic Irish professional tone.
- **INPUTS:** [RFT Pricing Section] [Company Profile][Tender Response Draft].
-

Compliance & Data Safety in Pricing

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Since we all should be concerned about **privacy**, this section is to reinforce the "Golden Rule" of data residency.

- **GDPR Art. 5 (Data Minimization):** Only ingest the necessary financial signals; never upload unredacted internal payroll or sensitive profit-and-loss statements to public LLMs.
- **Microsoft Copilot / Enterprise Isolation:** A reminder that for pricing discussions, using an Enterprise-isolated environment ensures data stays within the organization's tenant.
- **Human-in-the-loop:** AI produces the recommendation, but the final commercial decision remains a human governance task to remain EU AI Act-aligned.

Compliance & Data Safety in Pricing

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Risk Category	Signal in the RFT	AI-Driven "Pulse Check"	Mitigation Strategy
Abnormally Low Tender (ALT)	Heavy weighting on price in MEAT (e.g., 60-70%).	Use AI to compare your cost model against historical OGP price points for similar scale projects	Draft a "Forensic Justification" methodology explaining efficiency gains (e.g., AI/automation) that lower your cost without risking quality.
Scope Creep / Margin Leakage	Vague "Service Continuity" or "Mobilisation" clauses.	Use an LLM to "shred" the RFT for hidden mandatory requirements not explicitly in the pricing schedule.	Identify [DATA GAPS] where the buyer hasn't defined volume, and use AI to draft precise clarification questions before submission.
Hyper-Inflation / Supply Risk	Long-term contract (3+ years) with no "Indexation" or "Review" clause.	AI scans for "fixed-price" terminology vs. "variable" or "reviewable" contract terms.	Model 3 pricing scenarios (Conservative / Expected / Aggressive) and use AI to find "Regulatory Anchors" that allow for price reviews.
Governance & Reporting Overhead	Excessive KPI tracking or monthly "Insightful Reporting" requirements.	AI extracts the frequency and depth of reporting to estimate "non-productive" labor hours required.	Factor a "Governance Premium" into the management fee, justified by the AI-powered reporting efficiencies you've demonstrated.

Commercial Risk Analysis.

- **Pro-Tip:** Don’t ask AI "What should we charge?"

  Instead try "Based on these RFT extracts, what are the top 3 commercial risks that could lead to an Abnormally Low Tender (ALT) exclusion?".

- **The Irish Voice:**

  Use a phrase like “Ensure all pricing justifications are drafted in a "professional, understated Irish civil service tone," avoiding any "marketing fluff"”.

- **GDPR & EU AI Act Compliance:** Please remember that for pricing, the AI should be asked to “flag potential themes for human review” rather than allowing the AI to make automated commercial judgments for you.

The Commercial Clarification Prompt

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ROLE: You are a Senior Bid Manager and Commercial Analyst.

CONTEXT: We are reviewing an RFT governed by SI 284/2016. We have identified a significant [Insert Risk Category, e.g., Supply Chain Inflation] risk that is not addressed in the current pricing schedule.

TASK: Draft a formal clarification question to be submitted via eTenders or SupplyGov.

CONSTRAINTS: * **Tone:** Professional, forensic, and understated Irish business voice. * **Objective:** Seek a "Regulatory Anchor" or a specific amendment to the pricing template. * **Zero Fluff:** Do not use "marketing adjectives" or emotive language. * **Accuracy:** Ensure the query refers to the specific RFT section and paragraph number.

INPUTS: * **RFT Section:** [Insert, e.g., Appendix 3 - Pricing Schedule]

- **Identified Risk:** [Insert, e.g., No provision for annual CPI adjustment in a 5-year contract]

OUTPUT STRUCTURE:

1. **Reference:** The specific RFT location.
2. **Observation:** A clinical statement of the commercial gap/risk found.
3. **The Question:** A direct request for clarification or a template update.

-

Post-Bid Analysis & Continuous Improvement

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This section focuses on closing the loop.

By using AI to analyze why a bid succeeded or failed, you ensure that your "Knowledge Base" is a living, evolving asset rather than a static repository of old text

The "Forensic Debrief" Analysis

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As Some attendees specifically highlighted the need for **AI-driven debrief report analysis**. This involves comparing the buyer's feedback directly against your submission and the original scoring rubric.

The Forensic Debrief Prompt:

- **ROLE:** You are a Lead Procurement Compliance Auditor with a forensic eye for detail.
- **TASK:** Analyze the attached [Debrief Letter] against our [Submission Draft] and the [RFT Scoring Rubric]. Identify exactly where our evidence failed to meet the "Excellent" (100%) descriptors.
- **OUTPUT:** A table mapping: * **Criteria**: The specific award section. * **Buyer Feedback**: What the evaluator actually said. * **Submission Gap**: The specific piece of evidence or "linkage" that was missing. * **Remediation**: How to update our "Knowledge Block" for the next bid.
-

Sentiment Analysis for Qualitative Risk

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Traditional debriefs tell you *what* happened, but AI can help you understand the *tone* and *relationship* risks. By using Natural Language Processing (NLP), you can scan project emails and formal feedback for "sentiment analysis for risk."

- **Tone Matching:** Identify if your responses matched the "understated Irish professional voice" required or if they were flagged as too "salesy."
- **Relationship Red Flags:** Alert managers to potential disputes or negative language patterns in project communications that might impact future "Experience" scores

Updating the Knowledge Base (The Feedback Loop)

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The final step is to ensure that poor scores lead to immediate system updates. If a specific methodology or case study scored poorly, it must be flagged within your Integrated Procurement Knowledge Base.

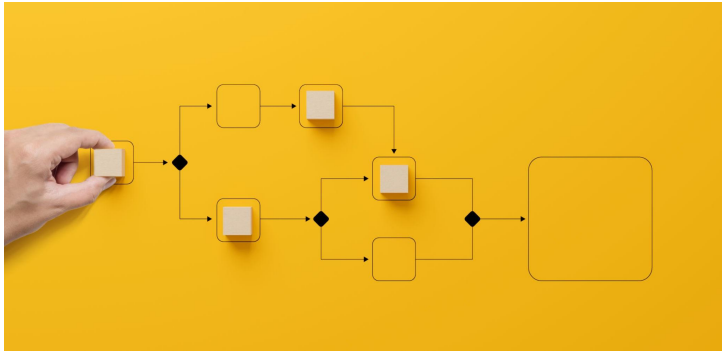
Knowledge Block Statusing:

- **Green (Verified):** High-scoring content, modernize for 2026 standards and reuse.
- **Amber (Review Required):** Content that scored moderately or contains outdated references (e.g., legacy laws like Circular 20/2019).
- **Red (Deficient):** Content that failed to meet mandatory requirements or scored poorly; requires a full rewrite before next use.

The Continuous Improvement Workflow

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1. **Ingest**: Gather archived tender documents and debriefs.
2. **Deconstruct**: Use AI to extract "Knowledge Blocks" and categorize them by service delivery, risk, or corporate info.
3. **Modernize**: Run a "Refresh" prompt to ensure all content aligns with current 2026 legislation like Circular 17/2025.
4. **Audit**: Ensure human review of any "Amber" or "Red" flags to remain aligned with EU AI Guidelines.



The "Knowledge Block" Extractor Prompt

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ROLE: You are a Senior Procurement Analyst specializing in Irish Public Sector Tenders. Your expertise covers OGP standards, SI 284/2016, and current 2026 Green Public Procurement (GPP) mandates.

TASK: Deconstruct the provided [Past Tender Submission] into high-quality, reusable "Knowledge Blocks".

CATEGORIZATION LOGIC: Identify and extract content into the following specific blocks:

1. **Corporate Identity:** Company background, tax clearance, and insurance details.

2. **Service Methodology:** The step-by-step 'How' of service delivery.

3. **Risk & Governance:** Health & Safety, GDPR protocols, and service continuity.

4. **Evidence of Capacity:** Case studies, quantifiable KPIs, and success stories.

CONSTRAINTS:

* **Traceability (MANDATORY):** Every extracted block must begin with a **Source Anchor** identifying the original document title, section, and page number (e.g., "[Source: 2024 HSE Bid, Section 4.2, p.15]").

* **Anonymization:** Redact specific client names and employee personal data to ensure blocks are evergreen. * **Fact-Only:** Extract data exactly as written; do not "improve" the text at this stage.

* **Zero Fluff:** Remove adjectives like "world-class" or "innovative".

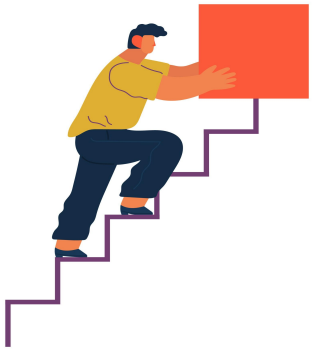
OUTPUT: Provide a structured Markdown report with headers for each category, followed by the extracted blocks, each preceded by its **Source Anchor**

Drafting Roadmap

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In this final stage of the **Tendering Transformation Pipeline**, you are moving toward a **Retrieval-Augmented Generation (RAG)** approach. This is where your **Company Profile** (the "Who We Are") and your **Knowledge Blocks** (the "What We've Done") converge to create a high-scoring draft.

Here is how you combine these elements into a **Drafting Roadmap**



The Combined Drafting Architecture

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To draft a response, the AI needs three distinct inputs to ensure it doesn't "hallucinate" or use generic content:

- **The Anchor (Company Profile):** Provides your legal name, values, certifications (ISO/GPP), and overall financial standing.
- **The Muscle (Knowledge Blocks):** Provides the specific "how-to" methodologies, risk management protocols, and proven case studies.
- **The Map (RFT Extracts):** The specific requirements, scoring rubric, and word limits of the new tender.

The "RAG-Lite" Drafting Roadmap Prompt

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If you aren't using a full vector database yet, you can use this prompt to manually combine assets in the context window

ROLE: You are a Lead Bid Architect specializing in Irish Public Procurement.

TASK: Synthesize a high-scoring drafting roadmap for [New Tender Name] using our historical intelligence.

OPERATING PROTOCOL:

1. **Retrieve & Rank:** Analyze the provided **Knowledge Blocks** and select the top 3 most relevant to the new RFT objectives.

2. **Contextualize:** Apply the core strengths from our **Company Profile** (e.g., our 15 years' experience and ISO certifications) to the response.

3. **Modernize:** Ensure all evidence aligns with **Circular 17/2025** and the **January 2026 EU Thresholds**.

CONSTRAINTS:

* **Traceability:** You must cite the specific source for every claim (e.g., "Source: 2024 HSE Bid").

* **No Hallucinations:** If the knowledge base lacks evidence for a requirement, state: [DATA GAP].

* **Voice:** Use an understated, clinical, and professional Irish business voice.

INPUTS: [Insert Company Profile] [Insert Relevant Knowledge Blocks] [Insert New RFT Section] [Circular 17/2025] [January 2026 EU Thresholds]

RAG Systems

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Pillar	Function in Tendering	Why it's Superior
Vector Database	Finds documents based on conceptual meaning rather than just keywords.	Handles synonyms (e.g., "Waste Management" vs. "Refuse Collection").
Hybrid Search	Combines vector search with keyword precision (BM25).	Ensures specific codes or legal references (like SI 284/2016) are never missed.
Context Augmentation	Injects the top-ranked, fused context directly into the prompt for the LLM.	Dramatically reduces hallucinations by grounding the answer in your actual data.

The "Knowledge Base Modernization" Prompt

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1. **ROLE:** You are an Irish Public Sector Procurement Specialist and Regulatory Auditor.
2. **CONTEXT:** We are updating our internal Knowledge Base to ensure all "Knowledge Blocks" are compliant with **January 2026 EU Procurement Thresholds** and **Circular 17/2025**.
3. **TASK:** Review the attached [Knowledge Block/Past Response] and identify any outdated legislative references, defunct agency names, or legacy standards.
4. **CONSTRAINTS:** * **Legislation Check**: Automatically flag references to **Circular 20/2019** and suggest updating to **Circular 17/2025**. * **Threshold Check**: Flag any references to old contract thresholds and ensure they reflect the new **€140k (Central Gov) / €216k (Local Gov)** limits. * **Tone**: Rephrase any "marketing fluff" into direct, evidence-led Irish professional language. * **Human-in-the-Loop**: Mark any ambiguous data or likely defunct contact persons for **Human Review**.
5. **OUTPUT FORMAT:** A table with the columns: **Original Text** | **Issue Identified** | **Suggested 2026 Update** | **Status (Auto-Update/Human Review)**.

The AI Transformation of Public Tendering

Illustrating the transition from manual, complex bid management to an AI-optimized "pipeline" that ensures compliance and increases win probability.

THE TENDERING TRANSFORMATION PIPELINE

Manual vs. AI-Optimized Bids



Manual Complex Bids

Complex, subjective manual reviews with slow, error-prone processes.



AI-Optimized Bids

Streamlined, data-driven insights and higher win probability.

The 4-Stage AI Co-Pilot

- **Stage 1:** Pre-Tender Market Analysis
- **Stage 2:** Tender Evaluation & Scoring
- **Stage 3:** Award Decision Support
- **Stage 4:** Post-Award Risk & Management

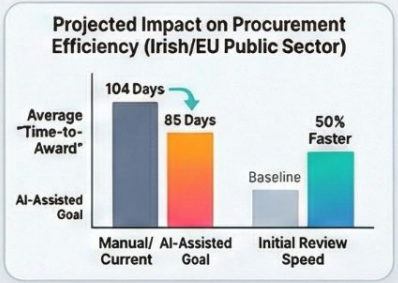
AI assists from pre-tender market analysis to post-award risk monitoring and active management.

Efficiency Gains & Reduced Review Times

50%

50% Reduction in Review Times

Case studies show AI-driven models cut initial tender evaluation times by half.



REGULATORY GUARDRAILS & COMPLIANCE



S.I. No. 284/2016: The "Bible"

Irish law mandates awards based on "Most Economically Advantageous Tender" (MEAT), not just price.



EU AI Act (August 2026)

Full enforcement will classify automated scoring as "high-risk," requiring strict human oversight.



The "Golden Rule" of AI

AI provides evidence-based recommendations, but a human must always make the final decision.

NotebookLM

Thank you

Questions??