S2 GOV

2023
2024

SEARCHING FOR
CONTRACTS

Contents

Introduction

Welcome to Supply2Gov!

To simplify your life, we source public sector contracts from over 3,000 individual sources and put them all in one easy-to-navigate place.

Setting up a contract search on Supply2Gov will make finding contracts even easier.

Don't worry, it doesn't take long, and this handy step-by-step guide will walk you through Supply2Gov's search functions.
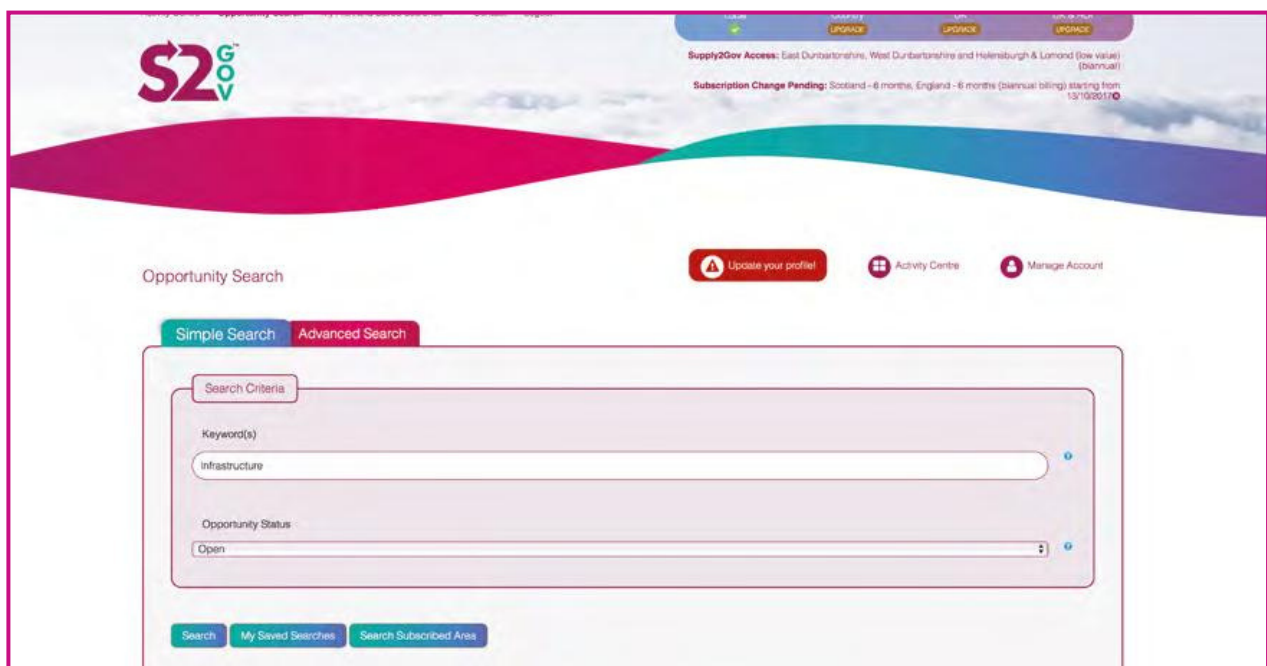
Simple Search

'Simple Search' lives up to its name – browse Supply2Gov's entire database with just keywords and/or by the opportunity status.

To get started, log in to your S2G Activity Centre and select Opportunity Search.
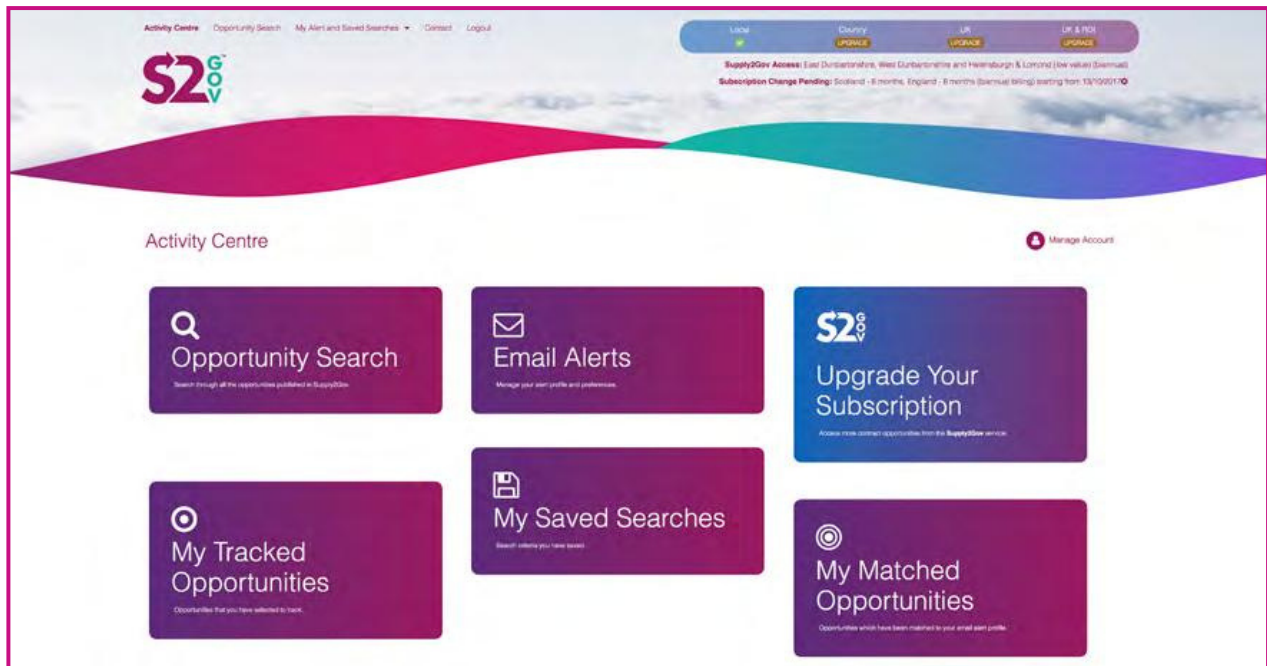
As the default search option is 'Simple Search', all you have to do now is enter relevant keywords...

Simple Search cont.

And/or select an opportunity status.

Your search returns all the opportunities matching your criteria, including CompeteFor supply chain opportunities and Supply2Gov researched contracts broken down on a geographical basis.

To find out more about any opportunity, simply click on the contract link for the full details. You may need to upgrade to see some opportunities.

Advance search

The Advanced Search facility provides additional search parameters and more specific date ranges, allowing you to perform a more precise search.

Much like the Simple Search, an Advanced Search allows you to select various criteria and generate a contract opportunity list.

Please note that you should only fill in the relevant fields – providing too much detail may restrict your results. As well as the keyword search used in Simple Search, the Advanced Search allows you to specify business categories:

Geographical area:

Advance search cont.

Date

Any additional criteria required:

For more help and guidance, please see the Glossary of Search Terms in Section 8.

Glossary of Search Terms

Keywords – Words that best describe your line of business, i.e. construction, IT equipment, cleaning etc.

Remember that the more general the keywords you select, the more contracts you will receive, but you will run a greater risk of including results inappropriate to your business e.g. 'construction' will return all kinds of construction
but your company may only construct hospitals.

Opportunity Stage – Filter your search by open contracts, withdrawn opportunities, awards or cancelled tenders.

Business Categories – Public sector buyers use Common Procurement Vocabulary (CPV) codes
to classify their contracts for the items they wish to
procure, e.g. 45233226 – Access Road Construction Work.

Business Categories' are the descriptions of these CPV codes. Supply allows you to search, filter and
add relevant codes to your profile with ease.

Regional Criteria – Select the regions and countries you would like to receive contracts from.

Date Criteria – As well as searching within the last day, week, month or three months, you can browse contracts by response deadline date or estimated contract start date.

Opportunity Type – Select whether you wish only to receive notification of contract notices, only contract awards or both.

Omit Keywords – Any word or term that you do not want within your Alert. If you only supply one aspect of a service e.g. manufacturing air conditioning units, but not installation, you might enter 'installation'.

This would mean that all contracts including 'installation' would be filtered out of your Alert. However, please note that buyers do often issue contracts in lots, so omitting keywords from your Alert Profile could mean you miss a relevant opportunity.

Nature of Contract – allows you to search for works, supplies or services contract opportunities.

Disclaimer

This document is submitted in response to a request for an overview of the provision Supply2Gov and related services and is provided for the sole purpose of adjudication of the document in response to this opportunity.

Confidentiality Statement

Head over to the Supply2Gov website for more information on how you can find, bid for and win public sector contracts

www.supply2govtenders.co.uk