

Buyers & Sellers: If you could change one thing about RFPs, what would it be?

01

**Buyers: Prioritize your questions**

Use a fast and nimble process where you only ask for information you really use.

02

**Buyers: Use realistic timing**

Don't issue an RFPs on Friday afternoon with a deadline of Monday morning.

03

**Buyers: Tell us what you want**

Set assumptions upon which firms and vendors can build their proposal.

04

**Buyers: Provide feedback**

Provide informative feedback at the end of the process and give insights how we can improve.

05

**Buyers: Score clearly**

Provide information about your scoring metrics and how you weigh each of them.

06

**Sellers: Provide project clarity**

Inform us how you intend to deliver the project: steps/phases, staffing, assumptions, and pricing.

07

**Sellers: Offer options**

Show us alternatives: lowest cost version, best value option, premium option.

08

**Sellers: Please innovate!**

Incorporate innovation in your work for us and tell us how you measure it.

09

**Sellers: Help us save money**

Proactively offer alternatives that help reduce cost of the service.

10

**Sellers: B2B**

If procurement issued the RFP, have your business people work with us directly.