

What is eTendersNI?

Ards and North Down Borough Council (the Council) uses electronic procurement and current tenders are available to download from the eTendersNI website

<https://etendersni.gov.uk/epps/home.do>

All individuals/companies wishing to participate in current and future tenders with Ards and North Down Borough Council must register their details on the system to access the relevant documentation.

To respond to a tender, you will first need to register on the site using the “Register as a Supplier” button on the home page (link above).

Please note that you will require a D-U-N-S number to complete your registration. This is a business identification number with a unique nine-digit sequence. To find or acquire your D-U-N-S number please click on one of the following links:

[D-U-N-S Number Lookup \(dnb.co.uk\)](#)

[Request a Dun & Bradstreet D-U-N-S Number \(dnb.co.uk\)](#) (this can take up to 5 working days)

Once you have completed your registration you will be sent a password via email, giving you secure access to the site. You can then login with your username and password. A help guide for registering on the system is also available:

https://etendersni.gov.uk/epps/walkthrough/en/EO_1.htm

If you encounter any difficulties registering on the eTendersNI site or difficulty in accessing the information quoted, please contact the European Dynamics Supplier Helpdesk on 0800 240 4545 or email ni-eproc-helpdesk@eurodyn.com

All tendering opportunities are advertised in a local newspaper and on our website (www.ardsandnorthdown.gov.uk as the need arises.

If you require any further information please ring 0300 013 3333 and ask for Stephen Brennan, James Watton or Fiona Hunter from the Procurement Unit