

BID MANAGER

Applied Data Science Partners (ADSP) is an innovative data science and AI consultancy based in London. An exciting opportunity has arisen for a Bid Manager to join us.

We are in search of an accomplished Bid Manager who can drive our proposal efforts within the public sector. Reporting directly to the Head of Business Development, this role offers an excellent opportunity for those interested in working at the leading edge of consultancy services, engaging with a broad range of industries.

Responsibilities

- Manage the bid lifecycle for public sector bids, including RFPs, RFQs, RFIs, and ITTs.
- Build and maintain relationships with partners and collaborators to gain insights and access to public sector opportunities.
- Coordinate the submission of EOIs, proposals, and applications for public sector frameworks, seeking opportunities within existing frameworks and targeting new ones.
- Work with technical writers and team members to ensure timely, high-quality submissions.
- Conduct review meetings to align stakeholders, including technical teams and partners.
- Oversee the bid library, keeping content updated and accessible.
- Track bid outcomes, analyse performance, and apply improvements to increase success rates.
- Keep abreast of trends in AI, data science, and the public sector to inform cutting-edge proposals.
- Network at industry events to build relationships and uncover new business opportunities.

Skills

- Demonstrated experience in managing bids and proposals within the public sector, with a proven track record of successful engagements.
- Strong relationship management skills, with the ability to engage with prospective partners and stakeholders at all levels.
- Exceptional organisational skills, with the capacity to prioritise tasks and manage multiple bid processes simultaneously.
- Excellent communication and interpersonal skills, ensuring clear and effective collaboration with both internal teams and external partners.
- Proficiency in the MS Office suite and familiarity with bid management tools and CRM software.
- Strategic thinker with the ability to identify and capitalise on new opportunities within the public sector framework landscape.



For more information visit: adsp.ai/careers



To apply, email: careers@adsp.ai

