

Contracts Advance Face-to-face Training

Contracts Advance face-to-face training is designed to provide and enhance the core skills required across the Contracts Advance 7-stage bid management process.

1) Pre-bid Activity

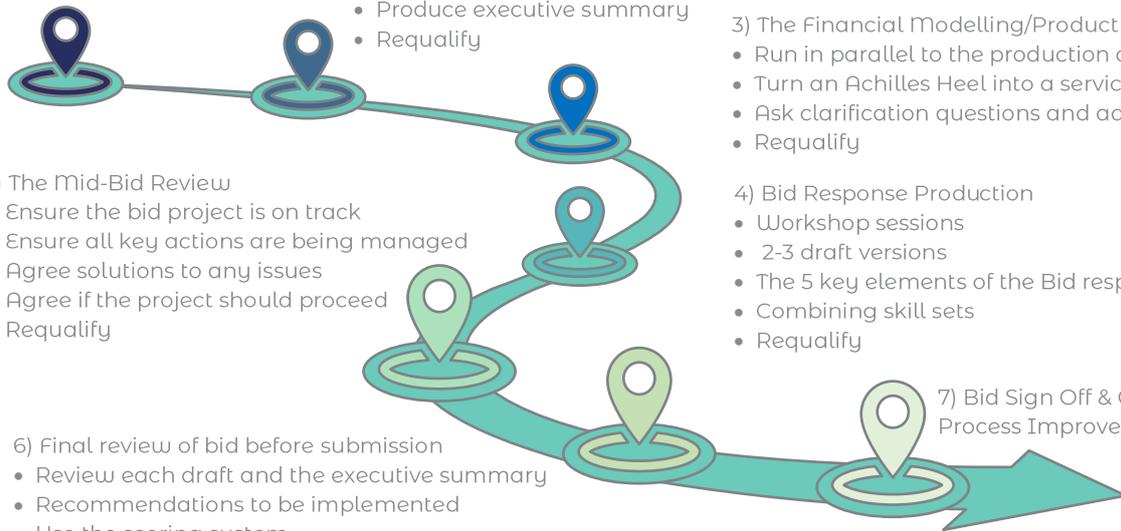
- Future bid pipeline creation
- Pre-bid customer engagement
- Qualification & Requalification

2) Bid 'Kick Off & Strategy' Session

- Getting stakeholders together with complete buy-in
- Agree roles and responsibilities
- Project timelines and approach
- Key win themes and USPs
- Produce executive summary
- Requalify

3) The Financial Modelling/Product Pricing

- Run in parallel to the production of the bid
- Turn an Achilles Heel into a service strength
- Ask clarification questions and adapt
- Requalify



5) The Mid-Bid Review

- Ensure the bid project is on track
- Ensure all key actions are being managed
- Agree solutions to any issues
- Agree if the project should proceed
- Requalify

4) Bid Response Production

- Workshop sessions
- 2-3 draft versions
- The 5 key elements of the Bid response
- Combining skill sets
- Requalify

6) Final review of bid before submission

- Review each draft and the executive summary
- Recommendations to be implemented
- Use the scoring system
- Finalise before final sign off

7) Bid Sign Off & Continuous Process Improvement

Training will provide practical tools and guidance in best-practice project management and bid writing allowing you, and your team, to produce high-scoring bid responses on bids and proposals. Tools and templates will be provided to supplement training. Training will last 1 day and cover all the above stages. Training can be recorded and made available after the session.

Face-to-face training will be led by two senior consultants experienced in bidding. The advantage of the face-to-face approach being:

- You can challenge/question two senior bidding experts whilst learning best practice.
- A practical, workshop session taking you through all stages of best practice bidding.
- Understand the importance of all stages of the bid process and how these interrelate.



Prior to the session, Contracts Advance will hold an initial scoping call to discuss whether there are any areas to focus the session. Clients are advised to provide previously submitted bids so that we can assess the standard of bidding and design the workshop in accordance with where you are on your journey to best practice bidding.

Face-to-face training workshop

£ 1,595