

M-03 Proposal preparation - how to win!

- Objective:** This course covers proposal preparation in connection with international competitive bidding for water- and environment-related consultancy services
- Contents:**
- Marketing of services
 - The client and the consultant
 - Quality and costs
 - Why you lose and how to win
 - Cost-effective proposals
 - Commitment and obligations
 - Consortia and joint ventures; expressions of interest and concept proposals; CVs
 - Proposal evaluation and ranking
 - Data & information sources for assessment of technical approach and risks
- The participants are most welcome to present examples and small case studies
- Who should attend:** Professional (administrative or technical) staff from the public and private sector with some basic knowledge about (or interest in) proposal preparation
- Courseware:** Selected slides and background documents as handouts and/or electronic files
- Certification:** Attendance certificate (subject to 80 percent attendance)
- Duration:** 2 lessons (2 hours each) plus some homework
- Schedule:** Lesson 1: Wednesday 1 October 2008 4-6pm
Lesson 2: Wednesday 8 October 2008 4-6pm
- Costs:** 300 \$ per participant (inclusive of GST)
A discount of 20 percent applies to 3 or more participants from the same organization in the same course
- Instructor:** Tue Kell Nielsen (DHI Singapore), water resources management adviser, educated as an environmental engineer (MSc), business economist (BCom) and sociologist (PhD). Employed at DHI (Denmark) from 1977 to 2003 and at DHI (Singapore) since 2008. Teaching experience from Technical University of Denmark, Asian Institute of Technology (Bangkok), and Water Resources University (Hanoi)
- Enquiries and registration:** DHI Water & Environment, tel. 6777 6330, e-mail: info@dhi-ntu.com.sg