

Angus Duncan IN-HOUSE

COURSE OVERVIEW

The workshop covers the key aspect of technical bidding and tendering in Project Management. This summarises the objectives, topics,content and methodology andincludes the case study.

COURSE FORMAT

The workshopisreview lectures, practical sessions and fully worked case study.

- Final Proposal Presentation
- Quality & Compliance
- Collaborative Working
- Contracts & Strategic Review
- Case Study: Client ITT
- Case Study: Bidder Profile
- Glossary of Terms

COURSE OBJECTIVES

On completion, delegates will be able to:

- deliverand negotiatebetter bids contracts and claims.
- improve their tendering and business development performance.
- perform planning, estimating, risk and financial analysis techniques.
- improve their management of bids.
- improve their communications and leadership skills and competence.
- understand contracting processes and strategies in project proposals.
- create, maintain and enhance effective working relationships.

WHO SHOULD ATTEND

Professionals fromcontractors, owners and clients who are bidding, contracting or managing capital projects. Including: Project Managers and Engineers, Project and Discipline Engineers, Contracts, Procurement and Cost Engineers, Business Development and Finance Supervisors.

COURSE CONTENT

- Analysing the Specification
- Planning to Win
- Client and Management Clarifications
- Estimating and Pricing Decisions
- Risk Assessment
- Tender Review and Bid Compilation

**THE LECTURER**



**Angus Duncan**

Angus Duncan - (BSc, MSc (Project Management)) is a Senior Project Management Consultant at Adept Knowledge Management.He has worked on large-scale commercial construction projects and major IT Facilities Management implementations. He worked in Project Controls for an offshore drilling contractor and for some major operators. He delivers APM and PMI accredited courses to major oil and gas industry firms nationally and internationally.