

## Preparing Winning Tenders and Quotations

### ❖ How well are you preparing your quotations and tenders?

Winning tenders is the lifeblood for many organisations so one would assume that they have the art of tendering honed to a finely sharpened skill. The reality is otherwise. Companies are making significant investments preparing tenders that have no chance of success. Their investment is “dead” money.

### Course aims:

This course is designed for contracting organisations that want to sharpen their skills to prepare successful tenders or to bid for higher value, more complex tenders.

### Topics include:

- Reading tender documents
- The decision to bid or not
- Customer's likes and dislikes in tenders
- Pricing
- Persuasion/Differentiation
- How customers select tenders
- Tender Database - the value of and fields to include
- Writing presentation

### Target audience:

Anyone wanting to write successful tenders and quotations or refine their skills.

Ideal for any size business.

**Course length:** 1 day

**For more details on how Learning Insight can help your organisation contact**

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A moment's insight is sometimes worth a life's experience.  
Oliver Wendell Holmes Jr. (1841 - 1935)