

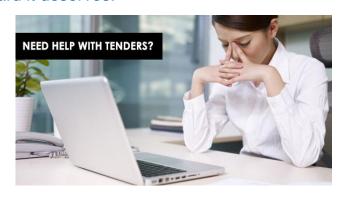


TENDERING FUNDAMENTALS

Winning tenders is critical to the development and life of your business.

Without **winning the tender**, you business has spent time and money without the reward it deserves.





The preparation of tender documents requires attention to detail, a keen eye for reading between the lines and addressing the key client requirements. This course is designed to teach you how to write a tender and how to ensure that your response to the opportunity is strategically written in order to maximise your chances of winning.

Course content and activities include:

- Understanding the tender process
- Preparing to tender
- Bid planning

- Bid management
- Tender strategy
- Preparing your tender response
- Independent peer review

DATE: Monday 17 August, 2015

TIME: 12.00pm - 4.00pm

TRAINER: Steve Vermey - BMV Solutions

VENUE: Master Builders, 3rd floor, 35-37 Havelock Street, West Perth

COST:

 Course Fee
 Total

 MBA Member
 \$460.00
 \$460.00*

 Non-member
 \$500.00
 \$500.00*

 MBA Member eligible for CTF subsidy
 \$460.00 - \$116.00^
 \$344.00*

 Non-member eligible for CTF subsidy
 \$500.00 - \$116.00^
 \$384.00*

Please contact our Carolyn Fitzgerald on **9441 8000** or email **training@mbawa.com** for any further information.



The Construction Training Fund provides funding support for training of eligible workers in the construction industry. We acknowledge the support of the Construction Training Fund in reducing costs of training for eligible workers.







REGISTRATION FORM - TENDERING FUNDAMENTALS (tefu)

Please Note	This course is subsidised by the Construction Training Fund. Master Builders' requires that each participants personal contact details be provided otherwise the full fee will apply.								
Course Time:	Course Time: 12.00pm - 4.000pm			Course Date: Monday 17 August, 2015					
Participant First name:				Surname:					
Participant birt	h date:								
Participant res	idential address:								
Suburb:			Post o	Post code:					
Participant mol	bile phone:								
Participant ema	ail address:								
Participant Job	Title:								
Job Description	n (brief detail):								
Compony/Emp	lavar.								
Company/Employer: Address:				Suburb:			Postcode:		
Contact person:			Suburb.				Fosicode.		
Phone: Fax:			Mobile:						
Email:									
Please tick the industry sector in which you work Commercial Housing Engineering							Engineering		
		Payment and F	Registra	tion D	etails				
To guarantee your place on the course please return form, with fees, to:									
Registration FAX: 9476 9801 EMAIL: training @mbawa.com POST: Master Builders Training Department, PO Box 167, West Perth WA 6872									
Eligible for CTF MBA member \$344.00 p.p. non-member \$384.00 p.p. Not eligible for CTF MBA member \$460.00 p.p. non-member \$500.00 p.p.									
	Course co	osts are subject to	change.	This co	ourse is	GST free			
Method of Payment		Cheque □ Credit	t Card □	ırd 🗆 EFT 🗆 🗛		Amount: \$	mount: \$		
Credit Card Deta	ails:	Bankcard □	MasterCa	ard 🗆	Vi	isa □			
Card number: : / / /					-	Expiry Da	ate: /		
Cardholders Name					Signature				
You <u>m</u>	ust please quote IN	IVOICE NUMBER (as the refe	rence v	vhen pay	ing by Direct	t Deposit.		
Cancellation Notice	1 , 0								

If you require further assistance, please contact the Training Department on 9441 8000 or email training@mbawa.com