Tender Writing and Evaluation is a 2-day seminar for participants to share insights to the best practices needed to write and evaluate a tender.

Organised by K2B International, in collaboration with Housing Development Board, this seminar is scheduled on 20 - 21 January 2014 at HDB Centre of Building Research.

This seminar will help participants to gain knowledge on a good tendering structure, evaluation planning, organisation and scheduling, evaluation models and criteria, the importance of earned value management, how to write a good tender recommendation report, among other important topics.

Seminar Agenda

1. Singapore Law of Contracts
2. Tender Structure
3. Fitness, Evaluation, Security & Control of Information
4. Tender Evaluation Planning, Organisation & Scheduling
5. Quantitative & Qualitative Evaluation Criteria
6. Tender Evaluation Models
7. Clarification of Tendered Information
8. Tender Screening
9. Earned Value Management
10. Compliance Assessment & Rating of Tenders
11. Schedule & Financial Assessment
12. Tender Scoring, its Advantages and Limitations
13. Comparative Assessment & Ranking
14. LCC in Tender Evaluation
15. Evaluation Reporting

For more information about the event, please visit www.k2binternational.com/tenderwriting

Speaker

Mr. Alex Szabo
Director
Navigate the Maze Pty Ltd

Alex Szabo has more than 20 years of project management, procurement and contract management experience both as buyer and supplier. He has managed large scale approaches to market and tender evaluations, conducted project specific tender evaluation training, written complex tenders, and managed subsequent contracts. His experience spans the public and private sectors, both in Australia and overseas, as consultant, professional services provider and facilitator of training.

Who Should Attend

This seminar is especially recommended for Directors, Heads, Staff Officers, Programme & Project Managers, Technical Staff and Engineers, Executive responsible for contracts, procurement and project management.

Registration

For registration to this seminar, please contact K2B’s representative, Murri by phone 6732 0522.

Seminar Fees: SGD550nett per person

REGISTER FOR THIS EVENT TODAY!