

EAST MIDLANDS PROPERTY ALLIANCE

FREE

2-Stage Tendering Workshop for SME Design and Technical Consultants

Loughborough Innovation Centre

Tuesday, 27th July - Thursday, 5th August
09:00 - 13:30

Local Authorities are reviewing the way they work together to procure the Design and Technical consultancy services for construction works from the sector through an arrangement called East Midlands Property Alliance (empa). Scape as their managing agent will be tendering for these services on behalf of empa over the summer months.

To have an opportunity to deliver work through empa and increase turnover, Design and Technical consultants need to understand how work will be procured and how the OJEU process works. Understanding what makes an outstanding bid that puts you in front of the competition and demonstrates to the Client how they will benefit from selecting you, can give you a competitive advantage.

In association with EMCBE, empa have organised specific training to help Design and Technical consultants correctly respond to the procurement documents. The workshops will last for 4 hours and will be held at EMCBE, The Innovation Centre, Epinal Way, Loughborough, Leicestershire, LE11 3EH (on the campus of Loughborough University).

These workshops are designed for smaller Design and Technical consultant organisations with limited or no experience of 2 stage tendering and who want to improve their knowledge and opportunity. The types of work empa members intend to place through this framework include responsive and planned maintenance, scheduled servicing, minor works and larger capital schemes on a variety of public buildings including schools, libraries and other civic buildings and the Design and Technical consultants could be engaged on any of this work.

The workshops will focus on:

- Introduction to OJEU and the processes involved.
- The aim of the process and how to get involved.
- PQQ - best practice templates and what the client is looking for
- Tender process - submissions, references, interviews and costs.
- Quality questionnaire and how to respond to the client.
- Consortia submissions.
- Evaluation criteria and maximising your marks.



Registration Form

Please indicate your selections below:

- I would like to attend the **FREE** 2-Stage Tendering Workshop on 27 July
- I would like to attend the **FREE** 2-Stage Tendering Workshop on 5 August
- Unfortunately I am unable to attend
- I would like to send a representative from my organisation, whose details are below
- I would like to be kept informed of future EMCBE Events

Contact Details

Name _____

Job Title _____

Company _____

Address _____

_____ Postcode _____

Telephone _____ Email _____

Dietary Requirements: _____ Other Requirements: _____

Email: info@emcbe.com or Fax back to: (01509) 225801

More than one organisation is involved in the planning of this event and in order for these organisations to work together information on this form will be distributed between these organisations. If you do not wish your information to be shared please tick this box

There are limited spaces at these events. Attendance is free and will be given on the first response received. To secure your place, please select your preferred date and return the attached form (please note attendance is restricted to one delegate per company per event). This event is not intended for contractor organisations.

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