



theperformance**tree**

Our Experts, Your Success

Creating Sustainable Futures Through Successful Performance and People

Completing prequals that win

How to answer Prequal Questions with confidence and win the ones you really want!

Only £97 + Vat

9:00am for a 9:30am start to 12:30pm

“Concise realistic processes”

“I very much enjoyed this course and will put a lot of it into practice, you very nearly made prequals interesting!”

“The course was valuable in that it honed in on the structure and the process to follow when working on a PQQ.”

“The workshop showed us the importance of analysis and preparation”

“Very good workshop could not fault it”

“We all found it very interesting and are looking at ways we can adopt the strategy into our business processes.”

This valuable 3 hour workshop will give you the tools, techniques and confidence to complete prequalification documents that will significantly improve your win ratio.

This is a hands-on workshop that will deal directly with the necessary skills to answer the key questions that businesses struggle with in their prequal submissions.

Delegates can bring examples of their own prequal documents or use the course examples to work with as they get one to one guidance on the key skills for completing winning prequals.

All delegates will have a proven process that they can adapt and implement into their own business to simplify the prequal process and make them more effective.

Key learning:

- > How to analyse prequal questions
- > Techniques for understanding clients' requirements
- > How to adapt sales and marketing theory to prepare your answers
- > Writing techniques that win points
- > Self marking processes to gauge your success

- > Creating a library of company information
- > Adapting company information for each prequal
- > Follow up procedures and analysis

Numbers are limited to ensure there is time for the individual attention required to give you the learning and knowledge to be confident in producing your prequalification documents.

Who should attend? You - if you are responsible for winning business

- > Business leaders
- > Directors
- > Business Development Managers
- > Marketing Managers and executives
- > Estimators

Anyone who is responsible for winning work or completing prequal or tender documentation.

Bookings are only confirmed when payment is received, refunds cannot be given unless cancellation is received 14 days before the course date.

Comments from previous delegates

- > The workshop gave me lots of ideas that I will be implementing to ensure greater success & to make the process easier
- > Very focused on the construction industry, however I accept the basic principles remain the same
- > Showed the ease of how to breakdown the question in order to assist in response
- > Very good, food for thought
- > Concise realistic processes
- > The workshop showed us the importance of analysis and preparation prior to answering any questions
- > Good presentation by experienced in the workplace presenters
- > Very good workshop, could not fault it
- > Experience of the speaker is great aspect as he has worked in construction and knows what it is like.

Call now on 0131 2263910 to secure your place or [email us.](#)