Course : Responding to European and international calls for proposals

Practical course - 1d - 7h00 - Ref. AOE
Price : 810 € E.T.

NEW

This training program enables professionals involved in responding to requests for proposals to enhance their expertise in European and international procurement processes. It covers the entire process, from analyzing the request for proposals to the final submission, and provides practical tools to ensure success at every stage and improve the quality of bids.

Teaching objectives

At the end of the training, the participant will be able to:

- Analyze a European or international request for proposals and identify the critical requirements
- Make a well-reasoned decision about whether to respond
- Organize and manage a compliant and complete response package
- Develop a technical proposal that aligns with the evaluation criteria

Intended audience

Professionals involved in responding to public or private solicitations

Prerequisites

None

Practical details

Teaching methods

Case studies based on actual requests for proposals. Workshops on production and guided analysis. Collaborative projects and professional role-playing exercises. Sharing of experiences among participants.

Course schedule

PARTICIPANTS

Professionals involved in responding to public or private solicitations

PREREQUISITES

None

TRAINER QUALIFICATIONS

The experts leading the training are specialists in the covered subjects. They have been approved by our instructional teams for both their professional knowledge and their teaching ability, for each course they teach. They have at least five to ten years of experience in their field and hold (or have held) decision-making positions in companies.

ASSESSMENT TERMS

The trainer evaluates each participant's academic progress throughout the training using multiple choice, scenarios, hands-on work and more.
Participants also complete a placement test before and after the course to measure the skills they've developed.

TEACHING AIDS AND TECHNICAL RESOURCES

• The main teaching aids and instructional methods used in the training are audiovisual aids, documentation and course material, hands-on application exercises and corrected exercises for practical training courses, case studies and coverage of real cases for training seminars.
• At the end of each course or seminar, ORSYS provides participants with a course evaluation questionnaire that is analysed by our instructional teams.
• A check-in sheet for each half-day of attendance is provided at the end of the training, along with a course completion certificate if the trainee attended the entire session.

TERMS AND DEADLINES

1 Analyzing a European or International RFP

Compétences visées

- Identify the different types of requests for proposals
- Identify the formal and technical requirements
- Identify the elimination criteria
- Analyze the client's expectations
- Interpreting Consultation Documents
- Prioritize the issues in the case

Activités pédagogiques

- Guided Analysis of a Request for Proposals and Identification of Critical Requirements

2 Decide on and organize the response

Compétences visées

- Assess the company's capabilities
- Analyze Risks
- Compare the options
- Justifying a Decision
- Plan the response and assign roles and responsibilities

Activités pédagogiques

- Developing a well-reasoned GO/NO-GO matrix based on a guiding case study

3 Managing Compliance and Structuring the Offering

Compétences visées

- Organizing the File
- Develop a compliance matrix
- Coordinate the stakeholders
- Verify Compliance
- Check for consistency and track progress

Activités pédagogiques

- Development of a comprehensive and operational compliance matrix

Registration must be completed 24 hours before the start of the training.

ACCESSIBILITY FOR PEOPLE WITH DISABILITIES

Do you need special accessibility accommodations? Contact Mrs. Fosse, Disability Manager, at psh-accueil@orsys.fr to review your request and its feasibility.

4 Develop a high-performance offering and secure the warehouse

Compétences visées

- Develop a technical proposal
- Writing a Technical Report
- Highlight strengths and justify decisions
- Check for overall consistency
- Check before submission and secure the electronic filing

Activités pédagogiques

- Development of a detailed outline for a technical report that meets the criteria
- Mock Final Review and Securing the Submission of a Bid

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Dates and locations

REMOTE CLASS
2026 : 11 Dec.

2027 : 26 Mar., 25 June, 24 Sep., 10 Dec.

PARIS LA DÉFENSE
2027 : 26 Mar., 25 June, 24 Sep., 10 Dec.