

The Mayor's European Social Fund Procurement Workshop

Monday, 28 January 2019
Holiday Inn Bloomsbury, London

Agenda

9.30	Delegate Registration Refreshments & Networking Opportunity	<i>Refreshments area</i>
10.00	Welcome and Introduction	Steve O'Hare SCLO
10.15	Session 1 – The tender round <ul style="list-style-type: none"> What provision is being procured What are the contract packages? What to tender for and why? 	
11.15	Mid-Morning Refreshments Break	<i>Refreshments area</i>
11.30	Session 2 – Designing your Solution <ul style="list-style-type: none"> Who is the customer? Analysing the specification What are they buying? The importance of outcomes 	Steve O'Hare SCLO
12.30	Lunch	<i>Restaurant</i>
13.00	Session 3 – Winning Responses <ul style="list-style-type: none"> Analysing the questions Effective structuring of your response How to use data effectively What makes a good/bad example 	Steve O'Hare SCLO
14.15	Afternoon Refreshments Break	<i>Refreshments area</i>
14.30	Session 4 – Effective Planning <ul style="list-style-type: none"> Using the Q&A effectively What needs to be submitted Key dos/don'ts What comes next? 	Steve O'Hare SCLO
15.30	Q&A	
16.00	Close	