

## ***PCMP 302 Competencies***

- Determine Appropriate Solicitation Process, Strategies and Contract Type
- Prepare Solicitation Documentation
- Solicit Offers
- Evaluate Offers
- Identify Highest Ranked Proponent
- Ensure Approvals
- Management of Agreement
- Evaluate Internal Process and Team
- Incorporate Supplier Development into the RFP Process

## ***PCMP 302 Course Description***

This session provides participants with the opportunity to prepare and RFP planning and solicitation document based on a comprehensive contracting situation. Topics include information gathering, vendor/supplier availability, planning and development of the project, and RFP requirements through a business case analysis, establishing the evaluation criteria and process, establishing and conducting proponents meetings, debriefings and presentations, and negotiation considerations/sessions.