



FCDO Commercial Contracts: Essentials

Time UK/BST	DAY 1: Sessions
09.00	Introductions
09.15	Overview of Commercial Contracting
09.45	Contracting Terminology
10.30	The Contracting Process
10.40	Networking and Information Gathering
11.10	Break
11.25	FCDO Terms and Conditions
12.15	Standard Selection Questionnaire
13.00	Close

Time UK/BST	DAY 2: Sessions
09.00	Review
09.15	Invitation to Tender (Technical)
10.00	Invitation to Tender (Commercial)
10.45	Constructing the Fee Rate
11.30	Break
11.45	Profit and Competitiveness
12.00	Organisational Roles on a Bid
12.15	Building a Consortium
13.00	Close

Time UK/BST	DAY 3: Sessions
09.00	Review
09.15	Payment by Results Essentials
09.45	Decision Making: No-go
10.30	Decision Making: Go
11.00	Break
11.15	Organisational Readiness
11.30	Organisational Strategy
12.00	Action Plan Updates
12.15	Ask the Trainer (confidential 1-2-1 option available)
13.00	Close