



AMCTO's Corporate Training

Drafting Effective RFP's

1-Day Workshop

A formal, well written request for proposal is the key to developing and maintaining successful contractual agreements. It lays out the requirements that vendors can follow when developing bids for municipal services, and outlines the process through which their bids will be reviewed. What are the elements of a successful RFP? How does an RFP differ from tenders? What points must an RFP cover? What legalities need to be considered? This workshop will answer these and more questions!

What You Will Learn:

- The principles behind effective RFPs
- Tips and traps of RFP writing
- Differences between RFPs, bids and Tenders
- Common templates of RFPs

Attend this workshop to gain an instant knowledge of RFP writing!