



# Sharpen your Pencils

## Responding to Requests for Proposals: Next Steps

By Liz Lowe

Thursday, September 23, 2010, 8:30am - 4:30pm  
Marriott Vancouver Airport

Last year, Liz Lowe of the Purchasing Services Branch at the Ministry of Citizens' Services presented an overview of BC Bid, the proposal process and evaluation criteria.

This next-steps workshop will show participants how to improve their proposals for Provincial Government RFPs and gain firsthand knowledge of how proposals are evaluated.

The morning will provide a brief refresher on finding BC Bid opportunities followed by hands-on group work responding to a sample RFP developed specifically for this workshop by Liz. The afternoon will be spent critiquing the responses using a sample evaluation guide.

Liz Lowe has been working for the B.C. provincial government for the past 18 years, 10 of which have been spent in procurement. She started as a Non-liquor Buyer for the Liquor Distribution Branch and is now the Manager of Procurement Advisory Services for the Purchasing Services Branch, Ministry of Citizens' Services. She is a Certified Professional Public Buyer (CPPB) and Instructor with the National Institute of Governmental Purchasing (NIGP). Liz has facilitated many workshops on RFPs, for both government staff and vendors.

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#### Workshop Fees:

Member Rate: \$185    Non-Member Rate: \$235  
(Rates are per person plus GST)

Lunch, morning and afternoon refreshments will be provided.

**Registration deadline is September 16, 2010. Seats are limited to 50.**

Register online at <https://www.aspect.bc.ca/civicrm/event/info?reset=1&id=23>

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Call 250.382.9675 or visit [www.aspect.bc.ca](http://www.aspect.bc.ca)

