



**ProjectConnect**  
fast access to project opportunities

# ProjectConnect News Update

9 August 2010

## This Fortnight's Topics



GascoyneConnect: the latest addition to ProjectConnect



CCI International Trade Day - 26 August 2010



REPS Directory 2011 listing space & advertising now available



Tender Tip - To Bid or Not To Bid?



CCI Employee Relations Workshops

## What's new on ProjectConnect



89 new members list on ProjectConnect in last fortnight.



9 Successful tenderer contact details have been provided for awarded packages.



13 supply opportunities are about to close for full package registrations.



17 new full package supply opportunities were listed during the last fortnight.

## Other useful resources on ProjectConnect (click on the logo)



Advice and tips on tendering and bidding



Summaries of the top stories from the REPS Newsletter



Staffing & recruiting advice from Hays Recruiting Experts



Information about carbon management for your company

## GascoyneConnect: the latest addition to ProjectConnect

Last month saw the launch of the latest addition to the ProjectConnect stable: GascoyneConnect, the regional supplier directory for the Gascoyne.

GascoyneConnect joins our other regional supplier directories, ePilbara and KinderleyBiz, in providing opportunities for regional suppliers of goods and services to list their capabilities on the system and get involved in major projects.

GascoyneConnect is an online database which provides building/construction businesses and associated service industries in the Gascoyne with an opportunity to promote their capability to the resource sector and wider community.

Project managers and buyers based outside of the Gascoyne can also readily access GascoyneConnect to find businesses in the region that can supply competitive goods and services.

To access the GascoyneConnect directory, [click here](#), or enter the address [www.gascoyneconnect.com.au](http://www.gascoyneconnect.com.au) into your web browser.

## CCI International Trade Day - 26 August 2010

The Chamber of Commerce and Industry Western Australia (CCI), with the support of the Department of Foreign Affairs and Trade, Austrade and the Department of State Development of Western Australia, is hosting its fifth annual International Trade Day on Thursday, 26 August 2010.

Industry service providers at this free "open day" will provide Western Australian businesses with information and advice on importing and exporting including:

- starting up an import or export business
- finding suppliers or buyers in Australia and overseas
- effective international marketing media
- customs, quarantine, logistics and cargo inspection
- finance, payments and risk management
- export assistance programs and grants

The event will also provide excellent networking opportunities to those already involved with, or those looking to immerse themselves in international trade.

For more information and bookings, please [click here](#).

## REPS Directory 2011 listing space & advertising now available

Opportunities to list your company or to advertise in the 2011 WA Resource Development Services Directory (28th edition) is now available.

The Resources Development Services Directory is an annual publication which details the services and expertise of more than 750 companies. It is distributed to more than 3,000 project developers, engineering and construction contractors, government departments and trade commissioners to assist in compiling vendor lists locally, nationally and abroad.

To advertise contact Glenn Cocks on (08) 9365 7503 or e-mail: [glenn.cocks@cciwa.com](mailto:glenn.cocks@cciwa.com)

	<b>Full colour</b>	<b>Spot colour</b>	<b>Black &amp; White</b>
Double page spread	\$3520	\$2640	\$2200
Full page	\$1815	\$1375	\$1100
Half page	\$1320	\$880	\$770
Quarter page	\$770	\$605	\$495
Eighth page	\$440	\$330	\$275

(10% GST included in prices quoted above)

Published: January 2011

Booking deadline: 29th October 2010

Material Deadline: 12th November 2010

Best Regards,  
Chris Pretorius  
Manager - ProjectConnect

## Tender Tip – To Bid or Not to Bid?

**To bid, or not to bid?** That is the question. The answer... well that requires a bit of strategic thinking.

### Is Your Approach Ad-Hoc or Strategic?

Companies that have a more ad-hoc approach to tendering are often tempted to pursue every bid that comes through the door. However, focussing energy on bids you are unlikely to win is a waste of time, people and resources. Half hearted, rushed submissions or long-shots can also have a negative impact on employees and on how your business is viewed by clients.

Having a more strategic approach to your potential bid opportunities and making an informed decision on your prospects for winning is one sure way to win more often. This means that **knowing when NOT to bid** is just as important a decision to make as knowing when to bid.

### Do You Have a Rational Process?

Applying a rational bid / no-bid process at the start of each tender opportunity is an excellent way to be more strategic in your approach. The following five key questions and the Bid Decision Flowchart over the page will help.

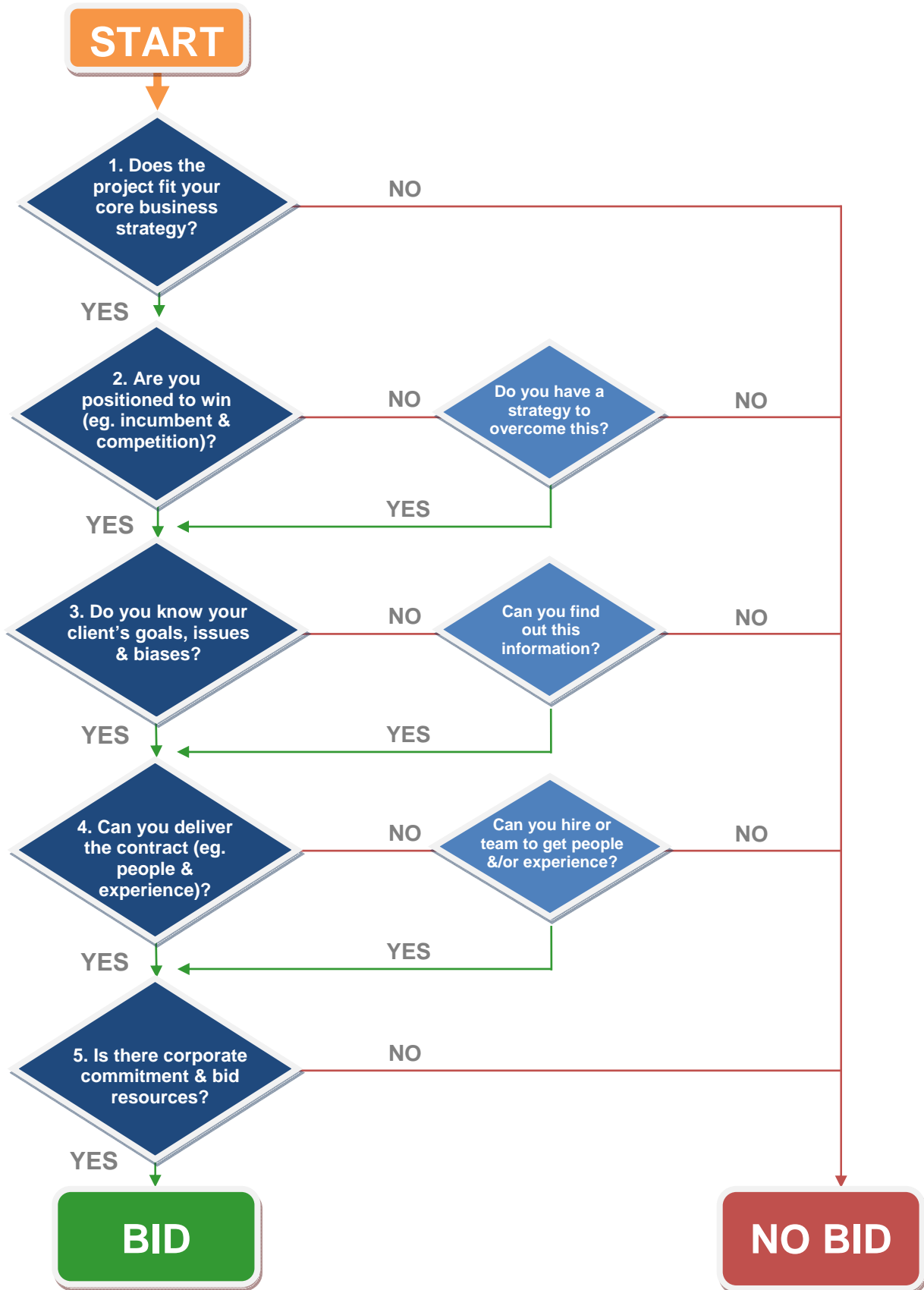
Five Key Bid / No-Bid Questions to Ask		
1	<b>Does the project fit your core business strategy?</b>	The decision on whether to bid or not should be strategic. If this opportunity does not align with your company's strategic plan, why bid? Focus your energy and critical resources on opportunities that are relevant to your core business.
2	<b>Are you ideally positioned to win?</b>	Only bid if you have a potentially strong chance of winning. There are a couple of key areas to consider when assessing your position. <ul style="list-style-type: none"> <li>• Is this an existing contract? Are you the incumbent and, if not, is the incumbent performing well? It is common knowledge that good performing incumbents win more often than not.</li> <li>• Do you know your competitors' strengths and weaknesses? Do you have a compelling competitive advantage over your competitors that showcases your strengths and that your client will acknowledge?</li> </ul>
3	<b>Do understand your client's goals, issues and biases?</b>	It is vital to focus on what matters to your client. What are their hopes, fears, and preferences? Your submission needs to deliver a clear solution to the problem; which can only be done if you understand what the real needs are.  Do you have a good, existing relationship with the client? A tender should not be an isolated event and the "thud" of the tender documents hitting your desk should certainly not be the first you hear of an opportunity. You should ideally be building the relationship with a potential client long before a tender is released. If not, get ahead of the next opportunity now.
4	<b>Can you deliver the contract?</b>	Is your organisation equipped to deliver the contract? Do you have the past performance, experience, qualifications and resources required? If not, can you team with someone to get this experience and/or people?
5	<b>Do you have the necessary corporate commitment and bid resources?</b>	Are your senior managers committed to the bid? Do you have, or can you quickly get, the appropriate resources that can provide the necessary focus on the bid? Is your bid manager experienced in the art and science of winning bids?

### Do You Make Timely Bid / No-Bid Decisions?

Successful bids need to be carefully planned and resourced. A bid / no bid decision should be made in the "critical bid window" just after a tender is released. Delaying a decision to bid beyond that wastes valuable time, gives your competition an advantage and puts unnecessary pressure on bid resources.

Focussing on the right opportunities at the right time will save you time and money, will significantly increase your win rate and will make the whole tender process far less stressful.

## Bid Decision Flowchart



Sources: 1. "Bid Decision Tree", Shipley Associates Proposal Guide, Third Edition, 2008  
2. "To Bid or Not to Bid? That is the Question", Jay Herther, APMP Perspective magazine article, 2006

# CCI Employee Relations Workshops



CHAMBER OF COMMERCE AND INDUSTRY  
WESTERN AUSTRALIA

CCI, in association with Enterprise Connect, are conducting a series of FREE workshops for small and medium-sized businesses to raise awareness of innovative best practice in the areas of recruitment and performance management.

*Both of these 3 hour workshops will be presented on the same day, allowing for attendance at one or two workshops by participants.*

## Recruiting New Staff - Driving Productivity through Innovative Recruitment

A major hurdle to small and medium business productivity is the ability to recruit and retain good staff. This session will give small business owners and managers the tools to carry out a modern and effective recruitment process.

The workshop will include resources to take away for use back in the workplace, such as a template application form and template interview questions.

Suggestions and examples will be provided of:

- what can and can't be asked in a recruitment interview so as to avoid discrimination
- how good practice employers make sure they attract and select the right sort of people
- how to align workforce needs and recruitment practices so you have the right people with the right skills to meet both current and future business requirements
- how to actively plan to create a diverse workforce that more closely reflects the diversity of the community and your client base.

<b>Date:</b>	17 August 2010	31 August 2010	22 September 2010	30 September 2010	19 October 2010
<b>Time:</b>	9am-12pm	9am-12pm	9am-12pm	9am-12pm	9am-12pm
<b>Location:</b>	CCIWA	BCCI	Industrial Training Institute	CCIWA	Seashells Resort Mandurah
<b>Address:</b>	180 Hay Street East Perth	15 Stirling Street Bunbury	41 Hope Valley Road Naval Base	180 Hay Street East Perth	16 Dolphin Drive Mandurah
<b>Price:</b>	Free	Free	Free	Free	Free
	<a href="#">Click here to register or call 9365 7555</a>	<a href="#">Click here to register or call 9365 7555</a>	<a href="#">Click here to register or call 9365 7555</a>	<a href="#">Click here to register or call 9365 7555</a>	<a href="#">Click here to register or call 9365 7555</a>

## Managing Performance and Terminating Employees - Driving Productivity through Innovative Performance Management

When running a business, it can be hard to find the time to deal with people issues. This session will focus on the practical day-to-day actions that will have the biggest impact on staff performance for the smallest effort.

As with the recruitment session, the workshop will include activities designed to educate and a selection of resources to take away for use back in the workplace, such as a template performance appraisal form and a template letter of warning.

On top of the practical and innovative steps a business can take when managing staff performance, this session will cover the required steps to take when disciplining and terminating a staff member with a focus on the requirements of the *Small Business Fair Dismissal Code*.

Suggestions and examples will be provided of:

- practical ways to reward and motivate staff on an every-day-basis
- what impacts on staff performance and the link to productivity
- how to apply a best practice performance appraisal system in an small and medium environment
- the correct process to follow when disciplining and terminating a poor performing employee.

<b>Date:</b>	17 August 2010	31 August 2010	22 September 2010	30 September 2010	19 October 2010
<b>Time:</b>	1pm-4pm	1pm-4pm	1pm-4pm	1pm-4pm	1pm-4pm
<b>Location:</b>	CCIWA	BCCI	Industrial Training Institute	CCIWA	Seashells Resort Mandurah
<b>Address:</b>	180 Hay Street East Perth	15 Stirling Street Bunbury	41 Hope Valley Road Naval Base	180 Hay Street East Perth	16 Dolphin Drive Mandurah
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## WHAT'S NEW ON PROJECTCONNECT

### NEW MEMBERS - 26/07/2010 to 8/08/2010

89 Australian and New Zealand organisations listed their profiles on ProjectConnect in the last fortnight.

### PACKAGES AWARDED BETWEEN - 26/07/2010 to 8/08/2010

Over the last fortnight the below projects listed winner contact details on their awarded packages.

Project	Packages listed as awarded
Gorgon Project	9

### CLOSING FOR REGISTRATIONS BETWEEN - 9/08/2010 to 22/08/2010

The projects below have packages closing for full package registration over the next fortnight.

Project	Packages about to close
Collie Urea Project	1
Gorgon Project	9
Shell Prelude Project	3

### NEW PACKAGES LISTED BETWEEN - 26/07/2010 to 8/08/2010

The projects below have listed new full package supply opportunities on ProjectConnect by projects in the last fortnight.

Project	New Packages Listed
Gorgon Project	12
Shell Prelude Project	4

To easily find the packages summarised above, please see the **REFERENCE SHEET FOR SUBSCRIBER SEARCH FUNCTIONS** on the next page.

You can also use the free public system to find this information. For assistance click on the **HELP** menu and download the help desk guideline *"How to find and register for supply opportunities on the free public site"*.

## REFERENCE SHEET FOR SUBSCRIBER SEARCH FUNCTIONS

For subscribers to ProjectConnect, there is an easy way to search for award details and package listings; and register interest against opportunities.

To access this search function, begin by logging into your company account, select the Searching menu and click on Search Supply Opportunities. This will open the below search engine.

### Search Supply Opportunities

Enter your keywords to find project packages

For further information hover your mouse over options labels below:

Project :

Keyword(s) :   **4 Click**

**1 Select**

Package Status :

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Filter by date :  To:  **2 Set dates**

(Optional)  Closing date  Listed date  Awarded date

**3 Select**

To find...	...awarded packages:	...packages closing soon:	...packages recently listed:
<b>1</b>	Set Package Status to Awarded packages	Set Package Status to Full Package Open	Set Package Status to New packages
<b>2</b>	Set the Date Range from 26/07/2010 to 8/08/2010	Set the Date Range from 9/08/2010 to 22/08/2010	Set the Date Range from 26/07/2010 to 8/08/2010
<b>3</b>	Set Filter by Date to Awarded Date	Set Filter by date to Closing date	Set Filter by date to Listed date
<b>4</b>	Press the Search button.	Press the Search button.	Press the Search button.
Then...	Click on the Awarded Date of each opportunity to open the contact details of the successful suppliers. See next picture.	To register your interest, check the boxes for the opportunities you are interested in and press the Submit Interest button at the bottom of the webpage.	To register your interest, check the boxes for the opportunities you are interested in and press the Submit Interest button at the bottom of the webpage.

Closing	Full Package ?	Components of Package ?	Awarded Date ?
Awarded	<input type="checkbox"/>	<input type="checkbox"/>	11/1/2010
Awarded	<input type="checkbox"/>	<input type="checkbox"/>	1/2/2010
Awarded	<input type="checkbox"/>	<input type="checkbox"/>	20/1/2010
Awarded	<input type="checkbox"/>	<input type="checkbox"/>	9/12/2009
Awarded	<input type="checkbox"/>	<input type="checkbox"/>	18/1/2010

Click on date to open supplier details

Closing	Full Package ?	Components of Package ?	Awarded Date ?
19/2/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
15/2/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

Select the opportunities you are interested in.

You can also use the free public system to find this information. For assistance click on the HELP menu and download the help desk guideline "How to find and register for supply opportunities on the free public site".

If you need some assistance with your company account login, using the opportunities search engine or checking your registrations please click on the HELP menu within your company account system.