

# BID / NO BID WORKSHEET

Entity Issuing RFP		Proposal I
Solicitation Number		Period of
Solicitation Title		Place of P
Evaluator's Name		Graded RF

## 1. READ THE QUESTION

### 1. THE SOLICITAT

How long is the response time?	Enter ans
Does the solicitation appear to be written for another organization?	Enter ans
Is the only information we have inside the RFP?	Enter ans
What is the evaluation criteria?	Enter ans
Were we surprised to receive the solicitation?	Enter ans
Does it seem like the issuing organization is seeking free consultation?	Enter ans

### 2. THE SOLICITC

Who's our point of contact and what's the contact information?	Enter ans
What are the main requirements and objectives in the RFP?	Enter ans
Do we have experience working with the solicitor?	Enter ans
If so, list contracts and dates.	Enter ans
Do we have inside information about our chances of winning?	Enter ans
Do we know the decision makers?	Enter ans
Have we performed capture work?	Enter ans
Do we have an internal advocate?	Enter ans
Are we a good fit for the solicitor's culture?	Enter ans
What do we know about the solicitor's payment practices?	Enter ans

### 3. THE COMPETIT

Is there an incumbent?	Enter ans
Evaluate the solicitor's view of the incumbent.	Enter ans
List all known competitors / bidders.	Enter ans
Has the competition worked with the solicitor in the past?	Enter ans
Compared to us, do one or more competitors provide a superior service or solution?	Enter ans

### 4. OUR ORGANIZA'

Would we respond as prime or sub?	Enter ans
Do we have the resources available to respond?	Enter ans
Do we have the resources available to implement the solution?	Enter ans
If not, can we partner with someone who does?	Enter ans
Are we currently marketing to this solicitor?	Enter ans
Have we influenced the RFP?	Enter ans
Would we be shocked if we won?	Enter ans

### 5. OUR SOLUTIC

Does our solution fit the solicitor requirements and objectives?	Enter ans
Is the solution within our area(s) of expertise?	Enter ans
Is this type of work desireable for us?	Enter ans
Is the location of performance a good fit for us?	Enter ans

#### 6. OUR STRATEGIC OB.

Does this opportunity align with our strategic objectives?	Enter ans
Would winning provide access to a new market?	Enter ans

#### 7. THE RISKS

What risks are associated with winning?	Enter ans
Has the solicitor assigned a budget for the work?	Enter ans
What, if any, are the penalties for nonperformance?	Enter ans
Are the known risks acceptable?	Enter ans
If the risks are not acceptable, can they be mitigated or shifted?	Enter ans

#### 8. OUR FINANCI

What is the cost of responding?	Enter ans
Do we have the budget to respond to this opportunity?	Enter ans
What is the estimated cost of providing the solution?	Enter ans
Evaluate the benefit of winning over the cost of bidding?	Enter ans

#### 9. OUR PARTNEI

Do we need a partner?	Enter ans
Have we identified the partner?	Enter ans
Have we worked with this partner in the past?	Enter ans
How well do we trust this partner?	Enter ans
Is the partner available to assist with response and performance?	Enter ans

#### FINAL BID DECISI

Are you aware of any additional reason why we should bid?	If so, what
Are you aware of any additional reason why we should not bid?	If so, what
Considering the score and all other information, what is the bid decision?	Please prc

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Due Date	
Performance	
Performance	
FP Score	<b>2.96</b>

<b>2. INSERT THE ANSWER</b>	<b>3. SELECT A SCORE ▼</b>
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<b>ION</b>	
wer here.	3
wer here.	3
wer here.	3
wer here.	3
wer here.	3
wer here.	3
SUBTOTAL	18

<b>OR</b>	
wer here.	N/A
wer here.	3
wer here.	3
wer here.	N/A
wer here.	3
wer here.	3
wer here.	3
wer here.	3
wer here.	3
wer here.	3
SUBTOTAL	24

<b>ION</b>	
wer here.	3
wer here.	3
wer here.	3
wer here.	3
wer here.	3
SUBTOTAL	15

<b>TION</b>	
wer here.	3
wer here.	3
wer here.	3
wer here.	3
wer here.	1
wer here.	3
wer here.	3
SUBTOTAL	19

**ON**

wer here.	3
wer here.	3
wer here.	3
wer here.	3
SUBTOTAL	12

**JECTIVES**

wer here.	3
wer here.	3
SUBTOTAL	6

wer here.	N/A
wer here.	3
wer here.	3
wer here.	3
wer here.	3
SUBTOTAL	12

**ES**

wer here.	3
wer here.	3
wer here.	3
wer here.	3
SUBTOTAL	12

**RS**

wer here.	3
wer here.	3
wer here.	3
wer here.	3
wer here.	3
SUBTOTAL	15

TOTAL	133
GRADED SCORE	2.96

**ON**

t?	No
t?	No
rovide a brief explanation.	<b>BID</b>

**TOTAL SCORE**

- 1.0-1.9- No Bid
- 2.0-2.5- Consider Bidding
- 2.5-3.0- Bid

**ANSWER SCORE**

- 1-Unfavorable
- 2-Neutral
- 3-Favorable