



# Capability statement workshop

Building capability statements that help your business thrive

## What is a capability statement?

A capability statement is a tool that allows procurement teams to assess your expertise and achievements, as well as your potential to deliver goods and services. It outlines the capabilities and skills of your business.

A capability statement is essential for applying for and securing tendering opportunities in government and private sector projects. They can also be uploaded to online databases and be used to support your finance applications.

## Why attend a workshop?

Help your business stand out from the crowd and improve your chance of securing contracts by attending a Queensland Government hosted capability statement workshop. These interactive workshops help businesses develop and prepare effective capability statements.

Our workshop will help you learn:

- why a capability statement is important
- how to use your capability statement to market your product or service
- how to use your capability statement to accompany contract tender submissions
- best-practice fundamentals for developing and drafting a powerful capability statement
- how to access the latest information on Queensland's supply chain opportunities

## Workshop details

<b>Date:</b>	26 June 2019
<b>Time:</b>	8.30 am to 12.30 pm
<b>Venue:</b>	Brookwater Golf & Country Club 1 Tournament Drive BROOKWATER QLD 4300
<b>Cost:</b>	\$50.00 (incl. GST) Pre-payment is required. A tax invoice will be issued as confirmation of booking.
<b>Register:</b>	<div style="text-align: center;"><a href="#" style="background-color: #e67e22; color: white; padding: 5px 15px; border-radius: 5px;">Register now</a></div> <p><a href="https://www.eventbrite.com.au/o/seq-west-regional-office-department-of-state-development-manufacturing-infrastructure-and-planning-12935213072">https://www.eventbrite.com.au/o/seq-west-regional-office-department-of-state-development-manufacturing-infrastructure-and-planning-12935213072</a></p> <p>Registrations close 21 June 2019</p>
<b>Included</b>	Tea and coffee on arrival Morning tea

## Find out more

Questions? Contact Sarah Prest from the Department of State Development, Manufacturing, Infrastructure and Planning on 07 3432 2400 or email [seqwest@dsmip.qld.gov.au](mailto:seqwest@dsmip.qld.gov.au).

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