

Introduction to RFQs and RFPs

MásDesign believes business development resources available to the public are key to the design and construction industries. Here you will find an introductory resource on RFQs (Requests for Qualifications) and RFPs (Requests for Proposals).

One form of business development is <u>business pursuit</u>. RFQs and RFPs are products of business and, more specifically, types of business pursuit. Like all industries, the design and construction industries post opportunities for applicants to respond to - these posts come in the form of RFQs and RFPs.

To learn more about RFQs and RFPs (beyond this resource), their corresponding application documents (SOQs and Proposals), and tips and tricks for business wins, please consider purchasing our **SOQs & Proposals - Rules of Thumb** product found online here: www.MásDesign.com.

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RFQ & RFP Basics

- A Client's Project Needs = A Business Opportunity [for both the client and applicant]
- Two Types of Business Opportunities [in reference here]: 1) RFQs and 2) RFPs
- RFQ = Request for Qualifications | This requests background information and experience.
- RFP = Request for Proposals | This requests background information/experience PLUS cost and schedule proposals customized to the client's project.

The Role of RFQs and RFPs in the Business Pursuit Process



RFQs and RFPs require responses in the form of SOQs and Proposals