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Question: 1

Best and Final Offer is an output of which phase?

Response:

- A. Proposal Development
- B. Delivery
- C. Proposal Planning
- D. Negotiation

Answer: D

Question: 2

Why are process schedules represented as percentages in the APMP?

Response:

- A. To minimize confusion around days and person days
- B. Because percentages are scalable to any timeframe
- C. To minimize confusion around a number of days
- D. To minimize confusion around dates

Answer: B

Question: 3

The Capture Plan Review is the review for which phase and input for which decision?

Response:

- A. Capture Assessment & Bid Pursuit Decision
- B. Account Planning & Capture Qualification Decision
- C. Capture Planning & Bid/ No Bid Decision
- D. Proposal Planning & Bid Validation Decision

Answer: C

Question: 4

What are you least likely to include when developing the proposal document structure?

Response:

- A. An estimate of the number of pages for each section of the proposal document
- B. The hierarchy of section headings
- C. A proposal responsibility matrix
- D. Recommendations on the writing style

Answer: D

Question: 5

How do you emphasize a word or a sentence in a proposal text?

Response:

- A. Bold
- B. Bold and underlining
- C. Italics
- D. Small caps

Answer: A

Question: 6

In scheduling, what is the recommended contingency or risk reserve?

Response:

- A. Not explicitly stated
- B. 5%
- C. 10%
- D. 20%

Answer: C

Question: 7

For Roxaco's proposal to Atlantis Inc, which of the following sentences is usually best for a proposal text?

Response:

- A. To meet the requirements, Roxaco can offer a 50-ppm-device

- B. To meet Atlantis' requirements, Roxaco offers a 50-ppm-device
- C. To meet Atlantis' requirements, a 50-ppm-device is offered
- D. To meet the defined requirements, a 50-ppm-device is offered

Answer: B

Question: 8

Which is generally an accepted feature of using graphics in a proposal?
Response:

- A. Graphics increase the document size to make the document more impressive
- B. Graphics emphasize the creative capabilities of the bidder
- C. Graphics convey both, facts and emotion.
- D. Graphics make the document more colourful and therefore more convincing,

Answer: C

Question: 9

What is seen as best practice with regards to building a compliance matrix?
Response:

- A. List items according to importance
- B. Begin each item with a noun
- C. Cluster similar requirements
- D. Follow the order of the proposal request

Answer: D

Question: 10

A proper (customer) business case should NOT necessarily include:
Response:

- A. List of features
- B. Benefits
- C. Cash Flow
- D. Assumptions

Answer: A



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