

REQUEST FOR PROPOSAL (RFP)

1) COMPANY INFORMATION

Company Name & Registration Number	:	
Contact Person (Name & Designation)	:	
Email Address	:	
Phone No.	:	

2) PROJECT OVERVIEW

Project Title	:	FINANCIAL ANALYTICS FOR NON-FINANCE MANAGERS
Project Description	:	This two-day programme is to equip participants with a thorough comprehension of financial principles, enabling them to communicate effectively with finance professionals and senior executives.
Target Audience	:	Middle & Senior Level Executives, Managers
Desired Training Dates	:	TBA
Number of Participants	:	25 – 30 pax
Location	:	SCOPE

3) TRAINING REQUIREMENTS

Specific Skills / Knowledge	:	
Desired Training Format	:	In-person
Assessment Method	:	Pre & Post Assessment
Expected Outcomes & Deliverables	:	<p>Key takeaways:</p> <ul style="list-style-type: none"> • financial literacy enhancement: develop a foundational understanding of key financial concepts, terminology, and principles, • interpreting financial statements: acquire the skills to interpret and analyse financial statements, including balance sheets, income statement, and cash flow statements, to make informed business decisions, • budgeting and forecasting proficiency: gain expertise in budgeting and forecasting techniques, enabling non-finance managers to contribute effectively to the planning and decision-making processes within their departments, • appraise performance by using financial data: acquire practical skills in financial modelling, allowing non-finance managers to create dynamic financial models for scenario analysis and strategic planning, and • understanding financial audit reports: gain insight into financial audit reports, understanding the purpose, key elements, and implications for decision-making and risk management.

4) TRAINER QUALIFICATIONS

a) Personal Details

Name	:	
Nationality	:	
IC / Passport No	:	
Race	:	
Mobile no.		
Email		
TTT Certification No.		

b) Academic Qualifications

Qualification	:	
Name of Academic Institute	:	
Year Awarded	:	

c) Professional Qualifications

Professional Qualification	:	
Certificate Body	:	
Year Awarded	:	

d) Years of Career Experience

Previous Company	:	
Position	:	
Year (From & To)	:	

e) Training Experience

No. of training Conducted (Attach list of trainings conducted)	:	
Year (From & To)	:	

5) PROPOSAL SUBMISSION

Deadline for Submitting Proposals	:	8 th March 2024
Submission Format	:	E-mail

6) ADDITIONAL INFORMATION

- Include any additional information that may be relevant to the project

Thank you for your interest in our project. We look forward to receiving your proposal and quotation.

Contact Information:

Please direct all questions and inquiries to:

- 1) Mr. Claudius Mitchell Hamarah (claudius@scope.net.my)
- 2) Ms. Husna Nadia Binti Abg Sapri (husna@scope.net.my)