

## Capacity-building Training Session on Pre-Commercial Procurement (PCP)

*Cities Training on Needs Assessment Methods*

Gent, 27 November 2013  
Boetermarkt 1, City Council Room

*Draft programme*

9.00-9.15	Registration and welcome coffee
9.15-9.30	Introduction to the ENIGMA project Introduction to the ENIGMA Training Sessions
9.30-10.30	Introduction to the PCP process. Focus on the steps prior to PCP: Needs Identification and Concept Viability
10.30-11.00	<i>Coffee break</i>
11.00-13.00	Approaches to Needs Identification (How to identify, validate and rank needs. Defining a joint common need)- examples (WIBGI) & practical exercises
13.00 -14.00	<i>Lunch</i>
14.00-15.00	Introduction to Concept Viability
15.00-15.30	<i>Coffee break</i>
15.30-16.30	Concept Viability - examples & practical cases
16.30-17.00	Q&As from the audience
17.00	Close

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