



## “Business Opportunities at the Asian Development Bank”

**April 21, 2008 - 8:00a.m. – 4:00 p.m.**  
**Madison Hotel, 1177 15<sup>th</sup> Street NW**  
**Washington, DC**

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| 8:00 a.m. – 8:30 a.m.   | Registration  |
| 8:30 a.m. – 8:35 a.m.   | Welcoming Remarks <ul style="list-style-type: none"><li>○ <i>ACEC &amp; Development Finance International, Inc.</i></li></ul>   |
| 8:35 a.m. – 9:20 a.m.   | Opening Remarks <ul style="list-style-type: none"><li>○ <i>Emily Willeford - Director, Trade Advocacy Center, U.S. &amp; Foreign Commercial Service, U.S. Department of Commerce</i></li><li>○ <i>Christopher Grewe – Advisor to the U.S. Executive Director, Office of the Executive Director, ADB Manila, Philippines</i></li></ul> |
| 9:20 a.m. – 9:35 a.m.   | ADB Representative Office in North America <ul style="list-style-type: none"><li>○ <i>Thelma Diaz – Resident Director General, ADB North America Representative Office</i></li></ul>  |
| 9:35 a.m. – 10:30 a.m.  | Targeting Business Opportunities with the ADB <ul style="list-style-type: none"><li>○ <i>Kenneth Reidbord - Senior Commercial Officer/Director, Asian Development Bank Liaison Office, U.S. Commercial Service</i></li></ul>  |
| 10:30 a.m. – 10:45a.m.  | Break   |
| 10:45a.m. – 11:35 a.m.  | Winning ADB-Funded contracts: Proven Strategies for Effective Selling <ul style="list-style-type: none"><li>○ <i>Diane Willkens – President &amp; CEO, Development Finance International, Inc.</i></li></ul>  |
| 11:40 a.m. – 12:00 p.m. | Business Opportunities at the ADB <ul style="list-style-type: none"><li>○ <i>Yinguo Huang - Principal Procurement Specialist, ADB</i></li><li>○ <i>Ignatius Santoso - Director, Central Operations Services, ADB</i></li></ul>  |
| 12:00 p.m. – 1:30 p.m.  | Lunch   |

1:45 p.m. – 4:00 p.m. Afternoon Concurrent Break-out Sessions

***Procurement of Civil Works & Goods***

**&**

***Procurement of Consulting Services***

<b>Concurrent Break-out Sessions</b>	
<p>Procurement of Civil Works &amp; Goods Speaker: Mr. Ignatius Santoso, Director, Central Operations Services, ADB</p> <ul style="list-style-type: none"><li>○ Project Cycle</li><li>○ ADB Procurement System</li><li>○ Preparation of Responsive Bids</li><li>○ Bid Evaluation</li><li>○ Disbursement Procedures</li><li>○ Redress Procedures</li><li>○ Q&amp;A</li></ul>	<p>Procurement of Consulting Services Speaker: Mr. Yinguo Huang, Principal Procurement Specialist, ADB</p> <ul style="list-style-type: none"><li>○ Project Cycle/Business Potential</li><li>○ How to be shortlisted<ul style="list-style-type: none"><li>○ Expression of Interest</li><li>○ Short-listing Procedures</li><li>○ Preparation of Technical Proposal</li><li>○ Preparation of Financial Proposal</li><li>○ ADB’s Technical Assistance Operations</li><li>○ Contract Negotiation/Administration</li><li>○ Redress Procedures</li><li>○ Q&amp;A</li></ul></li></ul>