



Project Summary Form

Please email this project summary with any attachments to Nelson Woehrle nwoehrle@ProfessionalLink.com or call him directly at 202-828-6409. You can also fax this completed form to 202-828-6409.

ENTER INFORMATION IN HIGHLIGHTED AREAS (additional information may be attached)

Project Name			
Project Code			
Project Description			
Project Deliverables			
Other Comments			
Contract Type			
Budget Range*			
Expected Duration			
Expected Start Date			
Location			
Key Selection Criteria Percentages must equal 100%. (See example project summary above.)	<i>Industry expertise</i>		%
	<i>Functional expertise</i>		%
	<i>On time and on budget delivery</i>		%
	<i>Ability to work with your people</i>		%
	<i>Value for money</i>		%
	TOTAL:	100	
Most Important Consulting Firm Characteristics	1. 2. 3.		
Client Contact Info Name, Title, Company, Address, Phone/email			
Project Sponsor/ Decision Maker Contact Info **			

* Not communicated to consulting firm unless essential to response. Specify if you do not want this communicated.

** Mandatory to begin ProfessionalLink search.