

## business case development

The development of a business case is a key step in the procurement decision-making process. The business case analysis informs and supports the decision to commit financial and other resources to satisfy a business need. A comprehensive business case should:

- clearly identify the scope of the stakeholder requirement;
- establish the scale of the demand;
- include a cost/benefit analysis;
- confirm the ability and willingness of the supplier market to deliver;
- ensure consistency with corporate policies;
- identify procurement options;
- document a risk analysis;
- recommend the procurement option; and
- provide an implementation approach which will achieve the desired project outcome.

Risk analysis is a fundamental driver of value for money. PSI's experience in the development of business cases ensures that all procurement, transition and delivery risks associated with the project are identified and effectively allocated between purchaser and provider to achieve the optimum value for money outcome.

### procurement & grants management

business case development

tendering management

grants management

contract performance management

tender & grants application assistance

### probity & corporate management

probity advice & audit

compliance assessment

corporate governance review

corporate responsibility

### business improvement

program & project evaluation

business process review

solution implementation

cost models and financial analysis



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## key questions

- Have all stakeholders been identified and consulted and their requirements understood and agreed?
- Does the business case include critical success factors against which the project outcomes can be tested?
- Does the market analysis indicate that demand can be satisfied cost effectively and any supply chain risks have been identified and catered for?
- Have all options for satisfying the requirements including in-house provision; use of existing contracts; demand aggregation with other business units; etc. been examined?
- Is there adequate category management and contract management ability to successfully implement the outcome of the project process?
- Have whole of life costs and benefits been taken into account for all options?
- Have stakeholders approved the recommended procurement option and the consequent category management process?
- Is the recommended option consistent with policies and guidelines, including regulatory, policy and probity requirements?
- Are there any outstanding risks for which no risk management is in place?
- Have critical success factors been reviewed?
- Does the completed business case present an approach which completely satisfies the stakeholders' business objectives?

## PSI experience



PSI's experience in all stages of the Business Case Development process has assisted in the efficient implementation of a range of significant Federal and State government projects and has ensured that major government policy initiatives have been achieved.

For more information on how PSI can assist in your Business Case Development process, please contact us through our website: [www.psiasiapacific.com.au](http://www.psiasiapacific.com.au)

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