

DAY 1

Procurement Strategies and Best Practice

- Elements of Procurement Best Practice
- Types of Procurement Strategy
- Risk Management Process
- Balancing Risk Through Contract Strategy
- Supply Chain Risk Assessment
- Exposure to Bribery and Corruption

DAY 2

Developing Tenders and Specifications

- Developing the Scope of Work and Specification
- Selection and Evaluation Criteria
- Cost and Price Analyses
- Objectives of the Contract
- Ancillary Documents and Issues
- Negotiation Tools and Techniques

DAY 3

Key Elements of the Contract

- Principal Performance Obligations
- Scheduling and Completion
- Liabilities, Indemnities and Insurance
- Ownership and Risk
- Pricing and Payment
- Governing Law

DAY 4

Managing Change and Performance Failures

- Assignment, Novation and Subcontracting
- Implications of Varying Performance

- Managing External Events
- Performance-based Contracting
- Default Mechanisms
- Other Remedies

DAY 5

Contract Claims and Completion

- Types and Assessment of Claims
- Tiered Dispute Resolution Mechanisms
- Formal Dispute Resolution
- Contract Close Out
- Contract Review, Evaluation, Lessons Learned
- Seminar Overview – Learning Outcomes