Training Course on Public Procurement, Supply Chain and Contract Management

Professional Development Training Course Outline

Category	Business	**Duration**	5 Days
Base Fee	$1,500 USD	**Delivery Mode**	Online / On-site Hybrid

Course Introduction

Public procurement, supply chain, and contract management play pivotal roles in ensuring the efficiency and transparency of government projects and services. The Training Course on Public Procurement, Supply Chain & Contract Management is designed to equip professionals with the essential skills and knowledge required to manage procurement and supply chain processes in public sector organizations. This course focuses on international standards, best practices, and practical tools that will help streamline public procurement and contract management for enhanced accountability, compliance, and operational success.

As public procurement processes are governed by strict rules and regulations, understanding the complexities of procurement, supply chain operations, and contract management is critical. This course provides an in-depth overview of the procurement lifecycle, from planning and sourcing to contract execution and performance monitoring. Participants will also gain insights into risk management, ethical procurement practices, and strategies for managing public funds effectively.

Programme Curriculum

Training Course on Public Procurement, Supply Chain and Contract Management

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Effective contract management and an efficient supply chain are essential to meet the demands of modern governance and development goals. Through case studies, group exercises, and interactive discussions, this course will help participants sharpen their ability to negotiate, manage, and monitor contracts, and optimize procurement processes. Whether you're working in a government department, NGO, or large public sector organization, this course will help you navigate the complexities of procurement and ensure that contracts are managed to meet organizational objectives.

Course Duration

5 Days

Course Objectives

1. Understand the principles, regulations, and policies governing public procurement and contract management.
2. Learn to plan, manage, and execute procurement processes effectively.
3. Gain skills in managing supply chain activities in public sector projects.
4. Master contract negotiation techniques and develop best practices in contract management.
5. Understand the roles and responsibilities of procurement professionals in public sector organizations.
6. Learn to identify and mitigate risks associated with procurement and contracts.
7. Develop knowledge of ethical procurement practices and their importance in transparency.
8. Learn to monitor and evaluate procurement and contract performance effectively.
9. Acquire skills to manage and optimize the lifecycle of contracts and procurement processes.
10. Build the ability to apply procurement and contract management strategies to enhance public sector outcomes.

Organizational Benefits

1. Enhance procurement efficiency, reducing delays and costs in public projects.
2. Improve compliance with procurement regulations, reducing legal risks and potential violations.
3. Strengthen the effectiveness of supply chain management in public sector projects.
4. Foster greater transparency and accountability in public procurement and contract execution.

5. Improve contract performance and reduce disputes through better contract management practices.
6. Streamline procurement processes to ensure timely delivery of goods and services.
7. Mitigate procurement risks by understanding market conditions, supplier capacity, and delivery issues.
8. Strengthen the capacity of procurement teams with up-to-date skills and knowledge.
9. Enhance the management of public funds and ensure the best value for money in procurement.
10. Contribute to achieving organizational goals and improving service delivery through optimized procurement and contract management.

Target Participants

- Public sector procurement officers and managers.
- Contract managers and officers working in government agencies or public organizations.
- Supply chain professionals in government departments and NGOs.
- Finance and administrative managers involved in procurement decisions.
- Legal advisors and professionals working on government contracts.
- Policy makers and public administrators.
- Project managers and coordinators handling public sector projects.
- Consultants in public procurement, supply chain, and contract management.
- Individuals aspiring to enter the public procurement and supply chain sector.
- Academics and researchers in public administration, procurement, and contract management.

Course Outline

Module 1: Introduction to Public Procurement and Contract Management

1. Overview of public procurement: principles, policies, and regulations.
2. Understanding the procurement lifecycle in the public sector.
3. The role of procurement professionals in public organizations.
4. Key objectives of procurement and contract management.
5. Case Study: A successful public procurement process in infrastructure development.

Module 2: Procurement Planning and Strategy

1. Developing a procurement strategy for public sector projects.
2. Needs assessment and market research in procurement.
3. Budgeting and forecasting for procurement.
4. Identifying procurement methods: open tendering, restricted tendering, and others.
5. Case Study: Strategic procurement planning in public health initiatives.

Module 3: Supply Chain Management in Public Sector Procurement

1. The role of supply chain management in procurement.
2. Key concepts in public sector supply chain optimization.

3. Managing relationships with suppliers and stakeholders.
4. Monitoring supply chain performance and efficiency.
5. Case Study: Improving supply chain efficiency in government housing projects.

Module 4: Contract Negotiation and Management

1. Key principles of contract negotiation and drafting.
2. Managing contract terms and performance expectations.
3. Risk management strategies in contract management.
4. Techniques for resolving contract disputes and claims.
5. Case Study: Successful contract negotiation in public sector IT projects.

Module 5: Risk Management in Procurement and Contracts

1. Identifying procurement risks and risk management strategies.
2. Contract risk assessment and mitigation techniques.
3. Managing procurement fraud and corruption risks.
4. Addressing market volatility and supplier-related risks.
5. Case Study: Risk management in public procurement for emergency services.

Module 6: Monitoring, Evaluation, and Reporting

1. Monitoring procurement and contract execution in the public sector.
2. Developing performance indicators for procurement processes.
3. Reporting procurement results to stakeholders.
4. Ensuring continuous improvement in procurement practices.
5. Case Study: Monitoring procurement performance in government-funded projects

Training Methodology

The instructor led trainings are delivered using a blended learning approach and comprises of presentations, guided sessions of practical exercise, web-based tutorials and group work. Our facilitators are seasoned industry experts with years of experience, working as professional and trainers in these fields.

Register as a group from 3 participants for a Discount

Send us an email: info@fineskilltrainingcenter.org or call *+254769199797*

Certification

Upon successful completion of this training, participants will be issued with a globally- recognized certificate.

Tailor-Made Course

We also offer tailor-made courses based on your needs.

Key Notes

a. The participant must be conversant with English.

b. Upon completion of training the participant will be issued with an Authorized Training Certificate

c. Course duration is flexible and the contents can be modified to fit any number of days.

d. The course fee includes facilitation training materials, 2 coffee breaks, buffet lunch and A Certificate upon successful completion of Training.

e. One-year post-training support Consultation and Coaching provided after the course.

f. Payment should be done at least a week before commence of the training, to Fineskill Training Center account, as indicated in the invoice so as to enable us prepare better for you.

Upcoming Scheduled Sessions

Start Date	End Date	Location	Price
23 Nov 2026	27 Nov 2026	Online	$1,000
23 Nov 2026	27 Nov 2026	Physical	$1,500
23 Nov 2026	27 Nov 2026	Physical	$3,000
23 Nov 2026	27 Nov 2026	Physical	$3,000
23 Nov 2026	27 Nov 2026	Physical	$6,000
23 Nov 2026	27 Nov 2026	Physical	$4,500
23 Nov 2026	27 Nov 2026	Physical	$6,000
23 Nov 2026	27 Nov 2026	Physical	$6,000

Ready to enroll or request a customized program? Book online or contact us:

Register Online Now

Email: info@fineskilltrainingcenter.com | Website: www.fineskilltrainingcenter.com