



Asia Masters Center

Drafting Contracts & Tenders Management Strategies



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➔ Course Objective

- Identify the most appropriate procurement strategy
- Evaluate tendering and procurement best practices
- Assess and manage key contractual risks
- Compare ways of dealing with performance failures
- Evaluate the most appropriate seminar of action when disputes arise

➔ Target Audience

- Tendering and Procurement Managers
- Project and Contract Managers
- Sales and Marketing Professionals

➔ Course Outline

- **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
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➤ **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

➤ **The Feature Of Asia Master Training And Development Center**

- we pick up the customer from the airport to the hotel.
- we give the participant training bag includes all the necessary tools for the course.
- Working within groups to achieve the best results.
- All our courses are confirmed and we do not postpone or cancel the courses regardless of the number of participants in the course.
- We can assist you in booking hotels at discounted prices if you wish to book through us.
- We offer the certificate from Asia Masters Center for Training and Administrative Development.

➡ **The Cost Of The Training Program Includes The Following:**

- 1) Scientific article on flash memory.
- 2) Training Room.
- 3) Training.
- 4) Coffee break.
- 5) The training bag includes all the tools for the course.

Price (USD)

**Communicate with the training department
to know the participation fees**

➤ **There are offers and discounts for groups**

The details of the bank account

Bank name: CIMB Bank Berhad

Account name: Asia Masters Center SDN. BHD

Bank account number: 80-0733590-5

Swift code: CIBBMYKL

IBAN: Null