



PUBLIC PROCUREMENT CONTRACT MANAGEMENT: FROM PLANNING TO DISPUTES

GENERAL INFORMATION

 **PARIS, FRANCE**

 **1 WEEK**
5 BUSINESS DAYS

TRAINING OBJECTIVES

- Gain a thorough understanding of contract monitoring and execution processes in order to anticipate and prevent disputes
- Be able to effectively manage claims and disputes during the execution phase
- Understand and utilize the main methods of dispute resolution, including arbitration

TERMS OF ADMISSION

- Coffee breaks and lunches included throughout the entire training program
- Social activities and cultural excursions in Paris
- Coverage of Paris public transportation costs (metro, RER, bus)
- Minimum of 6 participants required

TARGET AUDIENCE

- Officials responsible for calls for bids and consultations
- Professionals involved in monitoring contract execution
- Executives in public procurement audit and oversight
- Authorizing officers (AFD, World Bank, AfDB, etc.)



EDUCATIONAL PROGRAM

1 Understanding and Taking Ownership of the Contract

- Review of the fundamentals of procurement: key concepts, general principles, stages, and types of contracts
- Identification of potential shortcomings in Request for Proposal (RFP) documents and their impact on contract execution
- Overview of the structure and components of an RFP and a contract
- Definition of the roles and responsibilities of the various parties
- Management of financial aspects: quantities, verifications, payment terms
- Guarantees and insurance
- Oversight of subcontracting: forms, regulatory framework, and associated obligations
- Contract management tools

2 Contract Implementation and Monitoring

- Development of a contract management plan including:
- Risk monitoring and control throughout project execution
- Implementation of control and monitoring mechanisms, with a focus on the role of the engineer in construction contracts
- Presentation of common management mechanisms and specific features according to contract types
- Evaluation, monitoring, and reporting procedures
- Organization of provisional and final acceptance inspections
- Penalty management: drafting, enforcement, and monitoring

3 Project Implementation: Contractual Arrangements and Preparatory Work for Infrastructure Projects

- Defining the contracting strategy and selecting procurement procedures
- Overview of D&B and EPC approaches
- Organization of key players: Project Owner, Project Manager, EPC Contractor
- Development of the project plan, cost control, and risk management
- Monitoring the performance of the project manager and contractors: work, steering committees, reporting, and dispute resolution
- Case Studies

