Procurement & Contract Management in the Public Sector

16 – 20 August 2027
Barcelona (Spain)



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Why This Course

Effective procurement and contract management are vital to achieving transparency, efficiency, and value for money in the public sector.

Government entities are responsible for ensuring that every procurement decision aligns with regulations, serves the public interest, and supports organizational goals.

This program provides participants with the knowledge, tools, and best practices required to manage procurement processes and contracts strategically. It covers the full lifecycle — from planning and tendering to evaluation, negotiation, and contract performance — ensuring compliance, accountability, and sustainable outcomes.

What You'll Learn and Practice

By joining this program, you will:

- Understand the principles, policies, and regulations governing public procurement.
- Learn to design and manage transparent and competitive procurement processes.
- Develop skills to evaluate bids, negotiate effectively, and award contracts responsibly.
- Strengthen contract management, monitoring, and risk mitigation capabilities.
- Apply international best practices to achieve efficiency, fairness, and compliance.

The Program Flow

Day 1: Foundations of Public Procurement

- The role of procurement in achieving public sector objectives.
- Key principles: transparency, fairness, accountability, and value for money.
- Overview of public procurement laws, policies, and governance structures.
- Case study: lessons learned from global and regional procurement reforms.

Day 2: Procurement Planning and Process Design

- Developing procurement strategies aligned with institutional priorities.
- Needs assessment, budgeting, and specification development.
- Choosing appropriate procurement methods open tendering, restricted, or direct.
- Workshop: preparing a procurement plan and timeline.



Day 3: Tendering, Evaluation, and Award

- Preparing and managing requests for proposals RFPs and tender documents.
- Bid evaluation techniques and scoring methodologies.
- Managing procurement committees and ensuring integrity in the process.
- Practical exercise: evaluating sample bids and drafting evaluation reports.

Day 4: Contract Management and Performance Oversight

- Understanding contract terms, obligations, and performance indicators.
- Monitoring contractor performance and handling variations or disputes.
- Managing risks, penalties, and contract extensions effectively.
- Role-playing: managing vendor relationships and resolving issues.

Day 5: Governance, Ethics, and Continuous Improvement

- Upholding ethical standards and preventing fraud and corruption.
- Integrating sustainability and social responsibility in procurement.
- Leveraging technology and e-procurement for transparency and efficiency.
- Action planning: creating a procurement and contract management improvement roadmap.

Individual Impact

- Gain comprehensive understanding of public procurement and contract management.
- Strengthen analytical, negotiation, and performance monitoring skills.
- Enhance the ability to ensure compliance with procurement regulations.
- Build confidence in managing contracts and supplier relationships effectively.
- Develop strategic insight to support organizational and public value creation.

Work Impact

- Improve transparency, efficiency, and accountability in procurement operations.
- Strengthen compliance with legal and regulatory frameworks.
- Reduce procurement-related risks and disputes through effective contract oversight.
- Increase value for money and service delivery outcomes.
- Foster a culture of ethical, responsible, and results-driven procurement.

Training Methodology

This program combines conceptual understanding with practical, real-world application to ensure participants can apply learning directly in their roles.

Learning methods include:



- Case studies from regional and international public procurement systems.
- Group discussions and scenario-based exercises.
- Bid evaluation and contract management simulations.
- Self-assessment and interactive workshops.
- Templates, toolkits, and checklists for procurement and contract lifecycle management.

Beyond the Course

Upon completion, participants will be equipped to manage public procurement and contracts with integrity, professionalism, and strategic foresight.

They will leave with the frameworks, tools, and confidence to ensure that procurement processes deliver value, compliance, and impact for their institutions and the citizens they serve.

