Agile Contracting & Procurement Training Course

Professional Development Training Course Outline

Category	Project Management	**Duration**	10 Days
Base Fee	$3,000 USD	**Delivery Mode**	Online / On-site Hybrid

Course Introduction

Agile Contracting & Procurement Training Course equips professionals with the skills and knowledge to implement agile principles in procurement and contracting processes. Participants will explore modern frameworks for supplier engagement, flexible contract design, risk management, and value delivery in dynamic organizational environments. The course emphasizes iterative planning, continuous feedback, and cross-functional collaboration, enabling procurement teams to respond quickly to changing business requirements while optimizing cost, quality, and supplier performance.

In today’s fast-paced business landscape, traditional procurement methods often fail to deliver speed, adaptability, and stakeholder alignment. This course integrates agile methodologies, strategic sourcing, contract lifecycle management, and performance monitoring into procurement practices. Participants will gain practical tools for agile project management, supplier negotiations, and risk mitigation, enhancing operational efficiency, compliance, and overall organizational competitiveness. Through hands-on exercises, case studies, and best-practice frameworks, learners will be prepared to lead agile transformation in contracting and procurement functions.

Programme Curriculum

Agile Contracting & Procurement Training Course

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Course Objectives

1. Understand core agile principles and their application to contracting and procurement.
2. Implement agile procurement strategies for dynamic organizational environments.
3. Develop flexible contract frameworks that accommodate changing requirements.
4. Enhance supplier engagement and collaboration using agile methodologies.
5. Apply iterative planning, sprints, and continuous feedback in procurement processes.
6. Integrate risk management practices into agile contracts and sourcing strategies.
7. Utilize digital tools and platforms for agile contract management.
8. Design performance metrics and KPIs for supplier and contract evaluation.
9. Optimize total cost of ownership through agile sourcing decisions.
10. Ensure compliance with legal, regulatory, and organizational procurement policies.
11. Foster cross-functional collaboration between procurement, finance, and project teams.
12. Conduct supplier negotiations and dispute resolution in agile contexts.
13. Apply continuous improvement practices to procurement operations.

Organizational Benefits

- Accelerated procurement cycles and faster contract execution
- Improved supplier collaboration and relationship management
- Enhanced adaptability to changing project requirements
- Better cost control and optimized procurement budgets
- Strengthened compliance with procurement regulations
- Increased transparency and accountability in contracting processes
- Improved quality of goods and services through agile evaluation
- Reduced risk of contractual disputes and project delays
- Streamlined communication across procurement and operational teams
- Greater organizational efficiency and competitive advantage

Target Audiences

- Procurement managers and officers
- Contract managers and administrators
- Supply chain professionals
- Project managers involved in procurement projects
- Legal and compliance officers
- Finance and budgeting teams
- Supplier relationship managers

- Procurement consultants and trainers

Course Duration: 10 days

Course Modules

Module 1: Introduction to Agile Procurement

- Fundamentals of agile principles in procurement
- Differences between traditional and agile contracting
- Benefits of agile procurement for organizations
- Key agile roles in procurement teams
- Agile procurement lifecycle overview
- Case Study: Transitioning a traditional procurement team to agile

Module 2: Strategic Sourcing in Agile Environments

- Agile approaches to supplier selection
- Market analysis and sourcing strategies
- Supplier evaluation and scoring methods
- Iterative supplier engagement techniques
- Cost-benefit and risk analysis in sourcing
- Case Study: Agile sourcing for technology procurement

Module 3: Contract Lifecycle Management

- Agile contract development and drafting
- Contract versioning and change management
- Collaborative contract negotiation strategies
- Performance monitoring throughout contract lifecycle
- Contract closure and lessons learned
- Case Study: Implementing iterative contracts for a government project

Module 4: Supplier Relationship Management

- Agile supplier engagement frameworks
- Communication and collaboration techniques
- Feedback loops and continuous improvement with suppliers
- Handling supplier disputes and performance issues
- Joint problem-solving in procurement partnerships
- Case Study: Building supplier trust in agile procurement

Module 5: Risk Management in Agile Contracting

- Identifying and prioritizing procurement risks
- Agile risk assessment frameworks
- Mitigation strategies for supplier and contractual risks
- Monitoring risk using iterative feedback cycles
- Risk reporting and escalation procedures
- Case Study: Managing risks in an agile IT procurement project

Module 6: Procurement Planning & Iteration

- Planning sprints and procurement cycles
- Agile backlog for procurement activities
- Prioritization of procurement tasks and requirements
- Iterative procurement reviews and adjustments
- Continuous monitoring and reporting of progress
- Case Study: Sprint planning for agile procurement in construction

Module 7: Legal & Regulatory Compliance

- Regulatory requirements in agile procurement
- Compliance with organizational policies and contracts
- Ethical procurement practices
- Integrating compliance checks into iterative cycles
- Documentation and audit requirements
- Case Study: Ensuring compliance in a multi-vendor agile contract

Module 8: Agile Contract Negotiation

- Negotiation techniques in dynamic procurement
- Collaborative problem-solving with suppliers
- Value-based negotiation strategies
- Iterative negotiation for flexible contracts
- Leveraging data and metrics in negotiations
- Case Study: Negotiating agile contracts for software procurement

Module 9: Cost Management & Total Ownership

- Agile budgeting and cost tracking
- Total cost of ownership analysis
- Iterative financial review for contracts

- Cost optimization techniques in agile procurement
- Reporting cost insights to stakeholders
- Case Study: Reducing procurement costs through agile sourcing

Module 10: Digital Tools & Technology Integration

- Tools for agile procurement and contract management
- Digital dashboards and workflow automation
- Using analytics for supplier and contract performance
- Collaboration platforms for cross-functional teams
- Data-driven decision-making in agile procurement
- Case Study: Implementing procurement software in agile workflows

Module 11: Performance Metrics & KPIs

- Defining supplier and contract KPIs
- Measuring agility, compliance, and value delivery
- Continuous monitoring and iterative improvement
- Reporting performance insights to stakeholders
- Benchmarking against industry standards
- Case Study: KPI implementation in an agile procurement project

Module 12: Change Management & Cultural Alignment

- Organizational change for agile adoption
- Building agile culture in procurement teams
- Stakeholder engagement strategies
- Training and coaching for agile processes
- Aligning team behavior with agile principles
- Case Study: Change management success in agile procurement transformation

Module 13: Collaboration with Finance & Operations

- Cross-functional collaboration techniques
- Aligning procurement sprints with operational priorities
- Integrating financial oversight with agile cycles
- Feedback mechanisms across departments
- Resolving conflicts between teams
- Case Study: Finance-procurement collaboration in an agile project

Module 14: Continuous Improvement & Lessons Learned

- Iterative review processes for procurement
- Capturing and applying lessons learned
- Retrospectives and feedback loops with suppliers
- Performance improvement planning
- Embedding continuous improvement in organizational culture
- Case Study: Lessons learned from a multi-year agile procurement program

Module 15: Scaling Agile Procurement Across the Organization

- Frameworks for scaling agile procurement practices
- Institutionalizing agile contracting policies
- Knowledge transfer and training programs
- Integrating agile with existing procurement standards
- Monitoring, evaluation, and scaling success metrics
- Case Study: Organizational rollout of agile procurement practices

Training Methodology

- Instructor-led presentations and theoretical briefings
- Hands-on group exercises and simulations
- Case study analyses and collaborative discussions
- Agile tools and templates for procurement activities
- Interactive workshops for contract drafting and negotiation
- Action plan development and feedback sessions

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	04 Dec 2026	Online	$2,000
23 Nov 2026	04 Dec 2026	Physical	$3,000
23 Nov 2026	04 Dec 2026	Physical	$6,000
23 Nov 2026	04 Dec 2026	Physical	$6,000
23 Nov 2026	04 Dec 2026	Physical	$12,000
23 Nov 2026	04 Dec 2026	Physical	$9,000
23 Nov 2026	04 Dec 2026	Physical	$12,000
23 Nov 2026	04 Dec 2026	Physical	$12,000

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