PPP Tender Documentation Training Course

Professional Development Training Course Outline

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

Course Introduction

Public-Private Partnerships Tender Documentation Training Course provides comprehensive, practical knowledge and professional skills for developing, reviewing, managing, and evaluating Public-Private Partnership tender documentation. The course focuses on tender strategy, procurement planning, bid documentation, technical specifications, evaluation criteria, contractual requirements, risk allocation, financial requirements, compliance, transparency, and competitive procurement processes. Participants gain practical capabilities aligned with international Public-Private Partnership frameworks, procurement standards, governance principles, and infrastructure project development requirements.

The training emphasizes the complete Public-Private Partnership tender documentation lifecycle, from procurement preparation and market engagement through bid submission, evaluation, clarification, negotiation, and contract award. Through practical exercises and global case studies, participants learn how to produce clear, legally robust, commercially viable, transparent, and bankable tender documents that support value for money, effective competition, accountability, and successful Public-Private Partnership project delivery.

Programme Curriculum

Public-Private Partnerships Tender Documentation Training Course

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Course Objectives

By the end of the course, participants will be able to:

1. Develop comprehensive Public-Private Partnership tender documentation.
2. Apply strategic procurement planning and tender preparation principles.
3. Design clear technical specifications and output requirements.
4. Develop robust financial and commercial tender requirements.
5. Establish transparent and defensible bid evaluation criteria.
6. Integrate legal, regulatory, and institutional requirements.
7. Strengthen risk allocation and contractual consistency.
8. Apply international procurement and governance standards.
9. Manage bidder communications, clarifications, and addenda.
10. Improve tender transparency, competition, and accountability.
11. Assess bid compliance and qualification requirements.
12. Develop documentation that supports bankability and value for money.
13. Apply digital procurement, document management, and quality assurance techniques.

Organizational Benefits

- Improved quality and consistency of tender documentation.
- Stronger procurement governance and regulatory compliance.
- Reduced procurement errors, disputes, and ambiguities.
- Enhanced transparency, competition, and accountability.
- Better risk allocation and contractual preparedness.
- Stronger value-for-money outcomes.
- Improved institutional procurement capacity.
- More effective bidder evaluation and selection.
- Increased project bankability and investor confidence.
- Better alignment between procurement and project objectives.

Target Audiences

1. Public-Private Partnership unit professionals.
2. Procurement and tendering specialists.
3. Government infrastructure and project officers.
4. Contract and commercial managers.
5. Legal and regulatory professionals.
6. Financial and investment advisors.

7. Engineering and technical project specialists.
8. Consultants, transaction advisors, and development partners.

Course Duration: 5 days

Course Modules

Module 1: Public-Private Partnership Tendering Fundamentals

- Principles and objectives of Public-Private Partnership tendering.
- Tender lifecycle, governance, and procurement stages.
- Roles of procuring authorities and transaction advisors.
- Tender documentation structure and quality requirements.
- Transparency, competition, integrity, and value-for-money principles.
- Global case study: United Kingdom Public-Private Partnership procurement.

Module 2: Tender Strategy and Procurement Planning

- Procurement strategy and market assessment.
- Tender packaging, timelines, and procurement milestones.
- Qualification and prequalification strategies.
- Market sounding and bidder engagement.
- Procurement risk identification and mitigation.
- Global case study: Australian infrastructure procurement planning.

Module 3: Preparation of Tender Documents

- Structure of Request for Proposals documentation.
- Instructions to bidders and submission requirements.
- Project information memorandum and data room requirements.
- Technical, financial, and commercial schedules.
- Tender forms, declarations, and compliance requirements.
- Global case study: South African Public-Private Partnership tender documentation.

Module 4: Technical and Performance Requirements

- Developing output specifications and performance standards.
- Technical scope, service requirements, and performance indicators.
- Design, construction, operation, and maintenance requirements.
- Key performance indicators and monitoring provisions.
- Technical compliance schedules and bidder responses.
- Global case study: India infrastructure concession tendering.

Module 5: Financial, Commercial and Evaluation Documentation

- Financial model and pricing submission requirements.
- Revenue, payment, tariff, and affordability provisions.
- Bid evaluation methodology and scoring systems.
- Qualification, responsiveness, and financial capacity criteria.
- Evaluation committees, confidentiality, and audit trails.
- Global case study: Canada Public-Private Partnership bid evaluation.

Module 6: Legal, Contractual and Risk Documentation

- Drafting core Public-Private Partnership agreement requirements.
- Risk allocation and responsibility matrices.
- Performance security, guarantees, and insurance requirements.
- Default, termination, dispute resolution, and compensation provisions.
- Consistency between tender documents and project contracts.
- Global case study: European Public-Private Partnership contractual frameworks.

Module 7: Bid Management, Clarifications and Tender Evaluation

- Bid receipt, opening, registration, and document control.
- Bidder questions, clarifications, addenda, and communications.
- Compliance checking and evaluation procedures.
- Technical and financial evaluation coordination.
- Evaluation reports, approvals, and award recommendations.
- Global case study: United States public infrastructure procurement.

Module 8: Tender Quality Assurance and Contract Award

- Tender document review and quality assurance.
- Legal, technical, financial, and commercial consistency checks.
- Procurement audit, governance, and transparency controls.
- Negotiation, preferred bidder selection, and contract award.
- Lessons learned and continuous tender improvement.
- Global case study: Middle East infrastructure Public-Private Partnership procurement.

Training Methodology

- Instructor-led presentations and interactive discussions.
- Practical tender documentation drafting exercises.
- Group workshops and procurement simulations.

- Global Public-Private Partnership case studies.
- Bid evaluation and document review exercises.
- Scenario-based problem-solving and role plays.
- Facilitated peer learning and experience sharing.
- Question-and-answer sessions and knowledge assessments.

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

Start Date	End Date	Location	Price
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

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