Procurement and Tendering for Large-Scale Infrastructure Training Course

Professional Development Training Course Outline

Category	Civil Engineering and Infrastructure Management	**Duration**	5 Days
Base Fee	$1,500 USD	**Delivery Mode**	Online / On-site Hybrid

Course Introduction

The successful delivery of large-scale infrastructure projects, such as national highways, expansive power plants, or major international ports, hinges critically on robust and transparent procurement and tendering processes. These processes are not merely administrative routines; rather, they serve as strategic functions that directly impact a project's cost-effectiveness, inherent quality, efficient risk allocation, and crucial timely completion. Inadequate or flawed procurement practices can unfortunately lead to significant financial losses, protracted legal disputes, debilitating project delays, and even serious allegations of corruption, thereby undermining public trust and ultimately jeopardizing national development goals. Therefore, mastering Procurement and Tendering for Large-Scale Infrastructure is absolutely essential for securing the best possible value, adeptly managing complex contractual relationships, and ensuring unwavering integrity throughout both public and private sector projects. Procurement and Tendering for Large-Scale Infrastructure Training Course is meticulously designed to provide participants with a comprehensive understanding and practical application of best practices in procurement and tendering, specifically tailored for the unique challenges inherent in large-scale infrastructure initiatives. The curriculum will encompass mastering sophisticated techniques for developing highly effective procurement strategies, judiciously selecting appropriate tendering methods (e.g., open competitive bidding, restricted tendering, competitive dialogue), drafting exceptionally clear and comprehensive tender documents, conducting robust and impartial bid evaluations, and skillfully negotiating complex contracts. The course will delve deeply into critical aspects such as navigating intricate legal and regulatory frameworks, adhering to international best practices (e.g., World Bank guidelines, FIDIC Conditions of Contract), strategic risk allocation in contracts, actively promoting transparency and implementing stringent anti-corruption measures, and efficiently managing post-award contract administration. Through detailed case studies drawn from global infrastructure projects, hands-on exercises in document review and realistic bid evaluation simulations, and insightful discussions on overcoming real-world procurement challenges, participants will be thoroughly equipped to manage procurement processes with unparalleled efficiency, unwavering integrity, and acute strategic foresight.

Programme Curriculum

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Course Objectives

Upon completion of this course, participants will be able to:

1. Analyze the fundamental principles and strategic importance of procurement and tendering in large-scale infrastructure projects.
2. Comprehend various procurement methods and their suitability for different types of infrastructure projects.
3. Master techniques for developing comprehensive procurement strategies and plans.
4. Develop expertise in preparing clear, unambiguous, and legally sound tender documents.
5. Formulate strategies for conducting transparent and fair bid evaluation processes.
6. Understand the critical role of contract negotiation and award in securing optimal project outcomes.
7. Implement effective processes for managing risks throughout the procurement lifecycle.
8. Explore key strategies for ensuring transparency, accountability, and anti-corruption in tendering.
9. Apply methodologies for incorporating sustainability and social considerations into procurement.

10. Understand the importance of legal and regulatory compliance in national and international procurement.
11. Develop preliminary skills in utilizing e-procurement platforms and digital tools for tendering.
12. Design a conceptual procurement strategy and tendering process for a hypothetical large-scale infrastructure project.
13. Examine global best practices, common pitfalls, and emerging trends in infrastructure procurement.

Target Audience

This course is ideal for professionals involved in acquiring goods, works, and services for large infrastructure projects:

1. Procurement Managers & Officers: Directly involved in infrastructure procurement.
2. Project Managers: Responsible for contractor selection and contract awards.
3. Contract Managers & Administrators: Overseeing tendering and post-award processes.
4. Legal Professionals: Specializing in procurement law and contract drafting.
5. Government Officials: From public works, finance, and planning ministries.
6. Heads of Departments: In charge of capital projects in infrastructure agencies.
7. Commercial Managers: Involved in strategic sourcing and supplier management.
8. Consultants: Advising on public and private sector procurement.

Course Duration: 5 Days

Course Modules

- **Module 1: Introduction to Infrastructure Procurement Fundamentals**
  - Define procurement for large-scale infrastructure projects and its strategic importance.
  - Discuss the various stages of the infrastructure procurement lifecycle.
  - Understand different procurement delivery methods (e.g., Design-Bid-Build, EPC, PPP).
  - Explore the objectives of public procurement: value for money, transparency, competition.
  - Identify common challenges and risks in large infrastructure procurement.
- **Module 2: Procurement Strategy Development**
  - Comprehend techniques for developing a robust procurement strategy tailored to project needs.
  - Learn about market analysis, risk allocation, and stakeholder mapping in strategy formulation.
  - Master techniques for selecting appropriate procurement methods (e.g., open, restricted, competitive dialogue).
  - Discuss the role of pre-qualification and expressions of interest.
  - Apply strategic decision-making to a large infrastructure procurement scenario.
- **Module 3: Tender Documentation Preparation**
  - Develop expertise in preparing clear, unambiguous, and comprehensive tender documents.
  - Learn about key components: Invitation to Tender (ITT), Instructions to Bidders (ITB), General/Special Conditions of Contract.
  - Master techniques for drafting scope of work, technical specifications, and evaluation criteria.
  - Discuss the importance of standard bidding documents (e.g., FIDIC, World Bank SBDs).
  - Identify legal and contractual requirements for robust tender documents.
- **Module 4: Tender Process Management and Bid Submission**
  - Formulate strategies for efficient tender process management, from issuance to submission.
  - Understand the importance of pre-bid meetings, clarifications, and addenda.
  - Explore techniques for ensuring fairness and equal opportunity for bidders.

    - Discuss guidelines for bid submission, including format, deadlines, and security.
    - Apply process management best practices to maintain tender integrity.
- **Module 5: Bid Evaluation and Contractor Selection**
    - Understand the critical steps in conducting transparent and objective bid evaluations.
    - Implement robust approaches to technical, financial, and commercial evaluation.
    - Explore techniques for establishing evaluation committees and scoring methodologies.
    - Discuss post-qualification criteria and due diligence on preferred bidders.
    - Apply bid evaluation criteria to select the most advantageous tender.
- **Module 6: Contract Award, Negotiation, and Legal Compliance**
    - Develop expertise in contract negotiation strategies and best practices for infrastructure.
    - Learn about managing post-tender clarifications and addressing final contractual terms.
    - Master techniques for drafting the Letter of Acceptance and final contract agreement.
    - Discuss the importance of legal review, regulatory compliance, and dispute resolution clauses.
    - Identify common legal pitfalls and how to avoid them in contract award.
- **Module 7: Transparency, Anti-Corruption, and Ethical Procurement**
    - Comprehend the principles of transparency and accountability in public procurement.
    - Learn about identifying and mitigating corruption risks (e.g., collusion, bribery).
    - Master techniques for implementing robust internal controls and audit mechanisms.
    - Discuss international conventions and national laws on anti-corruption in procurement.
    - Apply ethical guidelines to ensure integrity throughout the tendering process.
- **Module 8: E-Procurement, Sustainable Procurement, and Future Trends**
    - Formulate strategies for leveraging e-procurement platforms for efficiency and transparency.
    - Understand the principles of sustainable procurement for environmental and social impact.
    - Explore emerging trends: Big Data in procurement, smart contracts, BIM integration.
    - Discuss global best practices and lessons learned from major infrastructure projects.
    - Design a strategic roadmap for adopting advanced procurement practices.

Training Methodology

- **Interactive Workshops:** Facilitated discussions, group exercises, and problem-solving activities.
- **Case Studies:** Real-world examples to illustrate successful community-based surveillance practices.
- **Role-Playing and Simulations:** Practice engaging communities in surveillance activities.
- **Expert Presentations:** Insights from experienced public health professionals and community leaders.
- **Group Projects:** Collaborative development of community surveillance plans.
- **Action Planning:** Development of personalized action plans for implementing community-based surveillance.
- **Digital Tools and Resources:** Utilization of online platforms for collaboration and learning.
- **Peer-to-Peer Learning:** Sharing experiences and insights on community engagement.
- **Post-Training Support:** Access to online forums, mentorship, and continued learning resources.

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

- Participants must be conversant in English.
- Upon completion of training, participants will receive an Authorized Training Certificate.
- The course duration is flexible and can be modified to fit any number of days.
- Course fee includes facilitation, training materials, 2 coffee breaks, buffet lunch, and a Certificate upon successful completion.
- One-year post-training support, consultation, and coaching provided after the course.
- Payment should be made at least a week before the training commencement to Fineskill Training Center account, as indicated in the invoice, to enable better preparation.

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
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:

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