BLACKBIRD FOR TRAINING

Advanced Procurement, Contract Management & Compliance in IFI-Funded Projects

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Kuala Lumpur (Malaysia)

UK Trainig
PARTNER



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Introduction.

The Advanced Procurement, Contract Management & Compliance in IFI-Funded Projects course is designed to strengthen the technical, governance, and decision-making capabilities required to manage procurement and contracts in projects financed by international financial institutions.

Projects funded by development banks and international financing bodies operate under strict procurement rules that require transparency, fairness, value for money, accountability, ethical conduct, and full compliance with governance and audit requirements. In such environments, procurement is not only an administrative process. It is a strategic function that affects project delivery, supplier performance, fund utilization, risk exposure, and institutional credibility.

This CIPS-aligned executive program provides a structured one-week learning journey covering international procurement principles, IFI procurement frameworks, procurement planning, tender preparation, bid evaluation, supplier selection, contract management, compliance, procurement risk, ethical procurement, audit readiness, and governance controls.

The course is designed to help participants manage procurement and contracts across the full lifecycle of IFI-funded projects, from needs assessment and procurement strategy to tendering, contract award, contract administration, performance monitoring, variations, claims, closure, and post-contract evaluation.

Course Objectives

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



- Understand international procurement principles used in IFI-funded projects.
- Interpret IFI procurement frameworks and development-funded project requirements.
- Apply structured procurement planning methodologies.
- Conduct needs assessment and develop clear technical specifications.
- Select suitable procurement strategies, methods, and approaches.
- Prepare tender documents aligned with project scope, budget, and compliance requirements.
- Manage procurement timelines, approvals, and documentation standards.
- Conduct transparent tendering and bid submission processes.
- Apply technical and financial bid evaluation methodologies.
- Support supplier selection through fair, objective, and evidence-based evaluation.
- Understand contract structures and key legal clauses in procurement contracts.
- Manage contracts throughout the full contract lifecycle.
- Monitor supplier performance using clear indicators and reporting methods.
- Handle variations, claims, disputes, and contract closure more effectively.
- Identify procurement and contract risks and develop mitigation strategies.
- Ensure compliance with governance, audit, anti-corruption, and ethical procurement requirements.
- Strengthen decision-making in complex procurement environments.

Course Outlines

Day 1: Procurement Foundations in IFI-Funded Projects

- Understanding the role of International Financial Institutions in development-funded projects.
- Reviewing IFI procurement systems, standards, and governance expectations.
- Understanding the procurement lifecycle in projects financed by development banks.
- Exploring the principles of transparency, fairness, competition, accountability, and value for money.
- Defining the roles and responsibilities of procurement stakeholders.
- Understanding the relationship between procurement, project delivery, compliance, and fund utilization.
- Reviewing key procurement documents and approval points.
- Identifying common procurement challenges in IFI-funded environments.
- Introducing procurement planning frameworks for structured project execution.
- Practical discussion on how weak procurement planning affects cost, timelines, and compliance.



Day 2: Procurement Planning and Tender Preparation

- Conducting needs assessment and defining procurement requirements.
- Developing technical specifications that are clear, measurable, and aligned with project objectives.
- Selecting the appropriate procurement strategy based on complexity, market conditions, risk, and project value.
- Comparing procurement methods and approaches used in IFI-funded projects.
- Preparing tender documents, instructions to bidders, evaluation criteria, and technical requirements.
- Aligning procurement planning with approved budgets and cost estimates.
- Applying cost estimation techniques to support realistic tender preparation.
- Managing procurement timelines, internal approvals, and submission deadlines.
- Reducing ambiguity in tender documents to limit disputes and evaluation challenges.
- Practical activity on reviewing a tender package and identifying gaps in scope, criteria, and compliance.

Day 3: Tendering, Bid Evaluation, and Supplier Selection

- Managing tendering procedures and bid submission processes.
- Ensuring fairness, confidentiality, and transparency during tender handling.
- Conducting bid opening procedures and initial compliance checks.
- Reviewing administrative, technical, financial, and eligibility requirements.
- Applying technical evaluation methodologies in line with predefined criteria.
- Applying financial evaluation methods and value-for-money considerations.
- Understanding the role of evaluation committees and governance controls.
- Managing conflicts of interest and maintaining evaluation integrity.
- Preparing contract award recommendations and approval documentation.
- Practical exercise on evaluating sample bids and preparing an award recommendation.

Day 4: Contract Management and Administration

- Understanding contract structure and key legal clauses.
- Reviewing contract obligations, deliverables, timelines, payment terms, and performance requirements.
- Managing contract implementation and supplier coordination.
- Monitoring contractor and supplier performance through milestones and indicators.
- Tracking contract deliverables, service levels, and performance documentation.
- Managing variations, change orders, claims, and contract adjustments.
- Handling disputes through structured communication and resolution methods.
- Managing contract risks during implementation.
- Preparing contract closure documents and post-contract evaluation.
- Case discussion on managing supplier underperformance and contract variation requests.



Day 5: Compliance, Risk, Governance, and End-to-End Simulation

- Identifying procurement risks across planning, tendering, evaluation, contract award, and contract execution.
- Developing mitigation strategies for procurement and contract risks.
- Understanding anti-corruption requirements and ethical procurement frameworks.
- Reviewing governance controls in IFI-funded projects.
- Understanding audit requirements and documentation expectations.
- Preparing compliance reports and maintaining procurement records.
- Managing transparency, accountability, and traceability throughout the procurement lifecycle.
- Reviewing red flags in procurement, bid evaluation, supplier selection, and contract administration.
- Case study simulation covering an end-to-end IFI procurement cycle.
- Final review on procurement planning, tender evaluation, contract management, compliance, and governance improvement actions.

Why Attend this Course: Wins & Losses!

- Build strong understanding of procurement in IFI-funded projects.
- Improve ability to apply international procurement principles.
- Strengthen knowledge of IFI procurement frameworks and governance expectations.
- Prepare procurement plans that are realistic, compliant, and aligned with project needs.
- Improve tender document quality and reduce ambiguity.
- Conduct bid evaluation with stronger transparency and objectivity.
- Support fair supplier selection and value-for-money decisions.
- Manage contracts more effectively throughout their lifecycle.
- Improve control over supplier performance, variations, claims, and disputes.
- Strengthen procurement risk identification and mitigation.
- Improve compliance with audit, ethics, and anti-corruption requirements.
- Build stronger documentation and reporting discipline.
- Support better decision-making in complex procurement environments.
- Improve readiness for audits and external reviews in development-funded projects.

Conclusion

The Advanced Procurement, Contract Management & Compliance in IFI-Funded Projects course provides a structured and practical framework for managing procurement and contracts in development-funded environments.

The program begins with the foundations of IFI procurement systems, international procurement principles, stakeholder responsibilities, transparency, fairness, and value for money. It then moves into procurement planning, needs assessment, specification development, procurement strategy, tender preparation, budget alignment, and approval management.

The course then focuses on tendering, bid evaluation, supplier selection, contract award recommendations, and governance controls. Participants then move into contract management and administration, including implementation, supplier coordination, performance monitoring, variations, claims, disputes, risks, contract closure, and post-contract evaluation.



The final day connects compliance, risk, audit readiness, ethical procurement, anti-corruption frameworks, documentation standards, and an end-to-end IFI procurement simulation. This allows participants to apply the full procurement cycle in a realistic project context.

By the end of the course, participants will be better prepared to manage procurement and contracts in IFI-funded projects with stronger technical discipline, better governance awareness, clearer documentation, and improved compliance with international procurement expectations.

