Advanced Public Procurement, Contract Claims and International Arbitration

21 – 25 November 2027
Online



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Introduction

The **Advanced Public Procurement, Contract Claims and International Arbitration** course is designed to provide participants with advanced and practical knowledge of public procurement, contract administration, contractual claims, dispute resolution, and international arbitration.

The programme follows the complete procurement and contractual lifecycle, beginning with procurement planning and tender preparation and progressing through bid evaluation, contract award, contract administration, variations, claims, disputes, and international arbitration.

Particular emphasis is placed on practical application, contractual decision-making, risk identification, claims assessment, dispute management, and arbitration procedures. Participants will examine realistic procurement and contractual situations through case studies designed to reflect challenges commonly encountered in government contracts, infrastructure projects, development-funded projects, and international commercial relationships.

The course also addresses how effective procurement planning, clear contractual provisions, proper documentation, and proactive contract management can reduce disputes and strengthen an organisation's position when claims or arbitration proceedings arise.

Course Objectives

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



- Understand advanced public procurement principles, regulations, and governance requirements.
- Develop effective procurement strategies aligned with project objectives and risk.
- Apply structured procurement planning and tender preparation methodologies.
- Develop clear specifications and appropriate bid evaluation criteria.
- Evaluate technical, financial, and compliance aspects of tenders.
- Apply objective and transparent supplier selection procedures.
- Understand the structure and key provisions of public procurement contracts.
- Manage contracts throughout the complete contractual lifecycle.
- Identify common causes and types of contractual claims.
- Understand contractual entitlement and claims notification requirements.
- Analyse variations, delays, disruption, and extension-of-time claims.
- Assess contractual claims based on entitlement, causation, and quantum.
- Develop appropriate documentation and evidence to support contractual claims.
- Identify the causes and early warning signs of contractual disputes.
- Apply negotiation, mediation, and alternative dispute-resolution techniques.
- Understand arbitration clauses, jurisdiction, applicable law, and the seat of arbitration.
- Understand the key stages and procedures of international arbitration.
- Prepare and organise evidence for arbitration proceedings.
- Understand arbitral awards, recognition, enforcement, and associated costs.
- Develop effective strategies for managing procurement disputes from the initial claim through international arbitration.

Course Outlines

Day 1: Advanced Public Procurement Strategy and Planning

1. Public Procurement Principles, Regulations and Governance
2. Procurement Planning, Needs Assessment and Market Analysis
3. Procurement Strategies, Methods and Risk Assessment
4. Tender Preparation, Specifications and Evaluation Criteria
5. **Case Study: Developing a Public Procurement Strategy**

Day 2: Tender Evaluation, Contract Award and Administration

1. Tendering Procedures and Bid Submission Management
2. Technical, Financial and Compliance Evaluation
3. Supplier Selection and Contract Award Procedures
4. Public Procurement Contracts and Key Contractual Provisions
5. **Case Study: Evaluating Bids and Making a Contract Award Decision**

Day 3: Contract Claims, Variations and Entitlement



1. Types and Causes of Contractual Claims
2. Claims Notification, Documentation and Contractual Entitlement
3. Variations, Change Orders, Delays and Extension-of-Time Claims
4. Claims Assessment, Causation, Quantum and Supporting Evidence
5. **Case Study: Analysing and Assessing a Major Contract Claim**

Day 4: Contract Disputes and Dispute Resolution

1. Contract Disputes, Their Causes and Early Identification
2. Negotiation, Mediation and Alternative Dispute Resolution
3. Dispute Strategy, Evidence and Contractual Documentation
4. Arbitration Clauses, Jurisdiction, Applicable Law and Seat of Arbitration
5. **Case Study: Managing a Procurement Contract Dispute**

Day 5: International Arbitration and End-to-End Contract Dispute Management

1. Principles and Procedures of International Arbitration
2. Arbitration Proceedings, Parties, Tribunals and Evidence
3. Statements of Claim, Defence, Witnesses and Expert Evidence
4. Arbitral Awards, Recognition, Enforcement and Costs
5. **Case Study: From Public Procurement and Contract Claim to International Arbitration**

Why Attend This Course? Wins & Losses!

Wins

- Build advanced knowledge of public procurement principles and governance.
- Improve procurement planning and procurement strategy development.
- Strengthen tender preparation and evaluation capabilities.
- Improve transparency, fairness, and value-for-money decision-making.
- Strengthen supplier and contractor selection processes.
- Improve understanding of public procurement contracts and contractual obligations.
- Manage contracts more effectively throughout their lifecycle.
- Identify contractual claims at an early stage.
- Improve the preparation, documentation, and assessment of claims.
- Strengthen understanding of variations, delays, disruption, and extension-of-time claims.
- Develop stronger strategies for managing contractual disputes.
- Improve negotiation and alternative dispute-resolution capabilities.
- Understand the complete international arbitration process.
- Strengthen preparation of evidence and contractual documentation.
- Improve readiness to manage complex procurement and contractual disputes.

Losses



- Poor procurement planning can lead to delays, higher costs, and disputes.
- Unclear tender specifications can create contractual ambiguity.
- Weak bid evaluation can expose organisations to compliance and legal risks.
- Poor contract administration can result in missed contractual rights.
- Inadequate documentation can weaken legitimate contractual claims.
- Failure to comply with claim-notification requirements can affect entitlement.
- Poorly managed variations can increase project costs and contractual exposure.
- Delayed dispute resolution can negatively affect project performance.
- Weak arbitration preparation can significantly reduce the strength of a contractual position.

Conclusion

The **Advanced Public Procurement, Contract Claims and International Arbitration** course provides a comprehensive and practical framework for managing the complete relationship between public procurement, contracts, claims, disputes, and international arbitration.

The programme begins with advanced public procurement principles, planning, procurement strategies, tender preparation, evaluation, and contract award. Participants then progress into contract administration and the management of contractual obligations.

The third day focuses specifically on **contractual claims**, including variations, delays, extension of time, entitlement, causation, quantum, notification, and supporting evidence. Participants then examine how claims can develop into disputes and how effective negotiation and alternative dispute-resolution strategies can be used to manage them.

The final stage of the programme focuses on **international arbitration**, including arbitration clauses, jurisdiction, applicable law, arbitral proceedings, evidence, statements of claim and defence, arbitral awards, recognition, enforcement, and costs.

Through practical case studies throughout the one week, participants will connect the different stages of the process and develop a clearer understanding of how decisions made during procurement and contract administration can ultimately affect claims, disputes, and arbitration outcomes.

By the end of the programme, participants will be better prepared to **plan and manage public procurement, administer contracts, assess contractual claims, prevent and resolve disputes, and effectively manage the international arbitration process when disputes cannot be resolved amicably.**

Frequently Asked Questions FAQ

1. Who should attend this course?

The course is suitable for public procurement professionals, procurement officers, contract managers, contract administrators, project managers, commercial managers, government officials, legal professionals, consultants, contractors, suppliers, and professionals involved in public-sector and international contracts.



2. Is this course suitable for government and public-sector organisations?

Yes. The programme focuses specifically on **public procurement, public contracts, contractual claims, dispute resolution, and international arbitration**, making it relevant to government entities and public-sector organisations.

3. Does the course cover contractual claims?

Yes. Day 3 focuses on contractual claims, including **claim types, notification, entitlement, variations, delays, extension of time, causation, quantum, and supporting evidence**.

4. Does the course cover international arbitration?

Yes. Day 5 is specifically dedicated to international arbitration, including **arbitration procedures, tribunals, evidence, statements of claim and defence, awards, recognition, enforcement, and costs**.

5. Will the course cover dispute resolution before arbitration?

Yes. Day 4 covers **negotiation, mediation, alternative dispute resolution, dispute strategy, evidence, and contractual documentation**, as well as the key elements of arbitration clauses.

6. Are there practical elements in the course?

Yes. The programme uses **realistic case studies** throughout the one week, including procurement strategy, bid evaluation, contractual claims, procurement disputes, and an end-to-end procurement-to-arbitration scenario.

7. What is the duration of the programme?

The programme is delivered over **1 week, 4 hours per day**, for a total of **20 training hours**.

8. Is the course delivered by one instructor?

Yes. The programme is designed to be delivered by **one instructor throughout the one-week programme** to ensure consistency and continuity across procurement, contract claims, dispute resolution, and arbitration topics.

9. What is the main practical outcome of the course?

Participants will gain a structured understanding of how to manage the process from **public procurement and contract award through contract administration, claims, disputes, and international arbitration**.

