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Project Management ■ Training and Development ■ Services

EFFECTIVE CONTRACT MANAGEMENT FOR OPTIMAL ORGANIZATIONAL EFFICIENCY, ABUJA, APRIL 2018

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COURSE SUMMARY

Contract Management has become an important aspect of every organization. Successful and profitable business relationships thrive on effective and efficient contract management practices. Thus, contract management processes should be keenly implemented to avoid risks and achieve optimal outcomes. This course takes participants through basic to advanced contract management processes and it will equip them with the right skills set to deliver contracts to management expectations.

COURSE OBJECTIVES

At the end of the course, participants will be able to identify relevant contract management techniques and how to apply them in real world scenarios. They will be able to manage and solve complex contract administration challenges and issues.

FOR WHOM:

- Project managers
- Business Manager
- Procurement/Logistics Managers
- Marketing/Sales Executives
- Contract managers and other professionals involved in the contract management life cycle.

COURSE MODULES:

Module 1

- Introduction to Contract
- Planning for successful contract administration
- Contract Stakeholders Management for effective results
- Supply Chain Management as regards contracts Management
- Contract Creation & the procedure involved
- Awarding the contract
- Collateral documents

Module 2

- De-briefing bidders
- Managing Bidders Conference
- Kick –off meetings
- Drafting contracts
- Interpretation of Critical contract clauses
- The Nigerian Contract law and application

Module 3

- Contract Business process Management
- Contract Management detailing technique
- Contract Financial Management
- Contract Risk Management
- Contracts types
- Effective Negotiation In Contract Management

Module 4

- Monitoring for performance and quality
- Monitoring cost and payments
- Disputes claims and appeals
- Supplier Development Programming
- Contract Management technological development

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COURSE INFORMATION:

DURATION: 4 days

DATES: June 11, 12, 13 & 14 2018

TIME: 10am – 4pm

VENUE: HPS, Suite 323 Lozumba Plaza, Opposite GSS, Garki, Area 10, Abuja

COURSE FEE: #75,000

(20% discount for delegates of 2 or more from the same organization)

COURSE PACK

- Course manuals
- Certificate of completion
- Souvenir
- Tea Break and Lunch
- Post training support

Click the link below to access course info online:

<https://atcpm.com/our-courses/contract-management-course/>

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HOW TO REGISTER:

PAY TO

BANK: GTBank

ACCOUNT NO: 0107872158

ACCOUNT NAME: Astute
Trainers and Consultants

After payment, send
your name, phone no
and your location to
astutepm@gmail.com or
contact@atcpm.com or
call 07016727467 or
07038618751

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CONTACT US

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