

# **Contract Management**

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## **Introduction**

Contract management is the life blood to the contracts of business and projects. Contract management has emerged as a powerful management discipline. A large number of contracts are being negotiated and entered into e- contracts. The success of projects is largely dependent upon the terms of contract, proper negotiations, systematic and comprehensive documentation and well scientifically managed. Contract management is an inter-disciplinary function calling for specific expertise and experience. Many major public sectors and private sector organisations have identified contract management as a separate and specialized function in their organisation.

The programme has been designed to provide the managers an understanding of principles of contract management and equip them with the practical skills to develop informed and effective contracts. The programme also aims to enhance and provide managers with an improved ability to contribute to the projects of their organisation through contract management.

With the above, IPE proposes to conduct a 3 day programme on “**Contract Management**” for the Executives of Public and Private sector Organizations and owner managers as well as others who wish to update with the basic and latest knowledge on Contract Management with the following objectives.

## **Programme Objectives**

- To provide basic knowledge in the contract
- To provide insight about the contract management
- To provide managers to plan projects and helping in taking efficient management decisions.
- To provide managers with the provisions of contract management affecting with respect to specific managerial decisions.
- To provide today’s managers with right skills and knowledge in contract management.

## **Programme Contents**

The programme will cover the following broad areas:

- Basic concept of Contract management
- Necessity of contract
- Requirement of skills for managing contract
- Assessing the strengths and weakness in contract management
- Various contract management approaches
- Contract management life cycle

- Tender evaluation and supplier selection
- Principles of contract negotiations
- Manage disputes and contract management plan
- Under performing suppliers
- Premature termination

## **Target Group**

Senior / Middle level managers/executives, heads of divisions/functions in the areas of Human resources, Finance, Operations and other functional areas from Public and Private Sector Organizations, Power utilities, Infrastructure companies, Banking companies, Entrepreneurs, Regulatory Commissions and Electricity/ Power Departments will benefit from the programme.