

# € TRAINING

Contract Drafting for Procurement With  
Tendering and Commissioning

A group of four smiling business professionals (three men and one woman) are seated at a table in a meeting room. They are all wearing white shirts. The woman in the foreground is wearing a black top and a multi-strand necklace. The background is a bright, modern office environment.

2 - 6 December 2024  
Lisbon (Portugal)



# Contract Drafting for Procurement With Tendering and Commissioning

REF: U273 DATE: 2 - 6 December 2024 Venue: Lisbon (Portugal) - Fee: 5940 Euro

## Introduction:

This training program offers participants specialized knowledge and skills to draft contracts tailored to procurement, tendering, and commissioning. It empowers them to ensure seamless procurement processes and successful project commissioning.

## Program Objectives:

At the end of this program, participants will be able to:

- Understand procurement-specific contract principles.
- Develop comprehensive contracts for tendering and commissioning.
- Ensure legal and regulatory compliance in procurement contracts.
- Identify and mitigate risks in procurement and commissioning.
- Facilitate effective and efficient contract execution.

## Targeted Audience:

- Procurement Officers.
- Contract Managers.
- Legal Professionals.
- Project Managers.
- Tendering Specialists.
- Commissioning Engineers.

## Program Outline:

### Unit 1:

#### Introduction to Procurement Contracts:

- Overview of procurement processes and contract essentials.
- Legal foundations of procurement contracting.

- Key components and structures of procurement contracts.
- Regulatory requirements and compliance issues.
- Case studies on procurement contract frameworks.

## Unit 2:

### Drafting Contracts for Tendering:

- Principles and practices of tendering.
- Drafting tender documents: invitations, bids, and proposals.
- Legal considerations in the tendering process.
- Structuring contracts to address tender-specific challenges.
- Practical exercises in tender document drafting.

## Unit 3:

### Commissioning Contracts Essentials:

- Role and importance of commissioning in projects.
- Critical clauses for commissioning contracts.
- Defining performance standards and acceptance criteria.
- Managing timelines and deliverables in commissioning.
- Examples and case studies on commissioning contracts.

## Unit 4:

### Risk Management and Mitigation:

- Identifying risks in procurement and commissioning contracts.
- Drafting risk management clauses.
- Strategies for mitigating contractual risks.
- Handling disputes and conflict resolution.
- Real-world scenarios and solutions for risk management.

## Unit 5:

### Compliance and Effective Management:

- Ensuring adherence to procurement laws and regulations.
- Best practices in contract management for procurement.
- Monitoring and auditing contract performance.
- Handling amendments and contract modifications.
- Practical examples and case studies on compliance.