



Commonwealth Procurement and Contract Management Training Suite

This program aims to build the procurement and contracting capabilities of the Australian Public Service (APS) as the Commonwealth seeks to deliver more strategic value for money outcomes when undertaking the purchase of goods and services.

Participant benefits

Enhanced knowledge and skills: Gain practical understanding of the commonwealth procurement framework and compliance with the Commonwealth Procurement Rules (CPRs).

Improved efficiency: Learn techniques to streamline procurement and contract management activities that lead to more efficient and effective outcomes.

Confidence in decision-making: With a solid foundation in procurement principles, be confident in making sound procurement decisions.

Adaptability to various procurement scenarios: Be prepared for a variety of procurement and contract management scenarios, from basic purchases to whole-of-government arrangements.

Practitioner level courses

Live learning

Onsite and online

Writing and Evaluating Tender Criteria Techniques to manage sourcing events and their evaluation in a manner that is efficient, accountable and delivers the right outcomes.

Achieving Value for Money Builds on the procurement framework by focusing on the core rule of the CPRs – to achieve value for money in procurement.

Broader Economic Benefits The range of measures that are in place to promote domestic economic growth through procurement.

CPR Exemptions and Conditions for Limited Tender Information necessary for applying CPR exemptions and conditions for limited tender.

Industry Engagement and Market Research Conduct market research and manage industry engagement while maintaining fairness and integrity.

Procurement Risk Management Apply risk management principles to identify, assess, manage, and mitigate risk to deliver procurement outcomes.

Commercial Negotiation Build commercial confidence, understanding of power and preparation, and respond to behaviours and tactics of seasoned vendors.

Foundation level courses

Live learning

Onsite and online

Procurement and Contract Management Basics

Introduction to Commonwealth procurement and the fundamental knowledge and skills essential for contract management.

Procurement in Practice Plan and conduct procurement from phase 1 to 3 of the Procurement Lifecycle.

Contract Management in Practice

Plan and conduct contract management, through contract start up, ongoing management, and contract closure.

Probity and Integrity in Procurement Management and decision-making by APS in the Procurement Lifecycle.

Procurement-connected Policies

Understanding of Procurement-connected Policies (PCPs) and their use in the Procurement Lifecycle.

Procurement for SES Delegates

Overview of the procurement framework and the specific role and responsibilities of SES delegates when making decisions and approving procurement activities.

eLearning

Self-paced

Procurement Basics The steps in a typical Commonwealth procurement, key aspects and objectives, and the procurement obligations of officials.

Contract Management Basics The essentials of contract management, including the roles, tools, techniques, and methods contract managers use to add value.

Indigenous Procurement Policy

An overview of the IPP, clarity around when requirements are mandated, and how to apply the IPP in a procurement activity.

Exercising Procurement Delegations Expands on the roles and responsibilities of non-SES delegates when making decisions and approving procurement activities.

Debriefing in Procurement

Covers the benefits, principles, and best practices of debriefing, and some common challenges and pitfalls to avoid.

Using Panels Provides clarity around panels and standing offers in Australian Government procurement including an overview of requirements, and when and how to use relevant panels.

Register here



For more information, or to enquire about single-entity training, contact us at procurement.training@finance.gov.au