



Australian Government
Department of Finance

Finance-led Training

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.



Scan for more information and to register.

Courses available through the APS Academy website.



Available courses

Awareness level

Facilitated and self-paced training

Procurement and Contract Management Basics Introduction to Commonwealth procurement

Procurement Basics* The steps in a typical Commonwealth procurement

Contract Management Basics* The essentials of contract management

Foundation level

Facilitated and self-paced training

Procurement in Practice Plan and conduct a procurement

Procurement-connected Policies* Understanding of Procurement-connected Policies (PCPs)

Indigenous Procurement Policy* An overview of the IPP

Using Panels* Provides clarity around panels and standing offers in Australian Government procurement

Debriefing in Procurement* Covers benefits, principles, and best practices

Contract Management in Practice

Plan for and conduct a contract

Probity and Integrity in Procurement Management and decision-making by APS in the procurement lifecycle

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

Achieving Value for Money Focuses on the core rule of the CPRs – to achieve value for money in procurement

Broader Economic Benefits The measures in place to promote domestic economic growth through procurement

Practitioner level

Facilitated training

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

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

Commercial Negotiation Build commercial confidence, understanding of power and preparation

Lead level

Facilitated and self-paced training

Exercising Procurement Delegations* Expands on the roles and responsibilities of non-SES delegates

Procurement for SES Delegates High-level overview of the specific role and responsibilities of SES delegates

* indicates self-paced eLearning

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