



# Strategic Government Tendering & Procurement Systems Training Course



**AGILE LEADERS**  
Training Center

15 - 19 Mar 2027

جوهانسبرگ

# Strategic Government Tendering & Procurement Systems Training Course

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## Course Overview:

The Strategic Government Tendering & Procurement Systems Training Course provides participants with an integrated approach to mastering the government procurement system. The program covers all critical aspects of public procurement processes including the tendering and bidding process, vendor registration and selection, eTendering systems, and procurement compliance training. With a strong focus on real-world case studies and international practices, the course enhances participants' capacity to design, implement, and monitor public procurement activities that are legally compliant, transparent, and competitive.

This public procurement course equips professionals with hands-on skills to manage procurement documentation, define tender evaluation techniques, and navigate procurement laws and regulations. Participants will also explore digital transformation in procurement through electronic tendering systems, learn strategies for avoiding common pitfalls, and understand how to optimize procurement for value and efficiency.

Drawing from key principles outlined in national procurement laws and global standards, this government tenders training course is ideal for institutions seeking to improve governance, accountability, and performance in public procurement operations.

## Target Audience:

- Government procurement officers and specialists
- Tender and bid evaluation committee members
- Legal and compliance officers in public institutions
- Public sector project managers
- Contract administrators and vendor managers
- Procurement advisors and consultants

## Targeted Organizational Departments:

- Procurement and contracts department
- Legal and regulatory affairs
- Compliance and risk management
- Auditing and performance review
- Project management and engineering

## Targeted Industries:

- Government ministries and public sector institutions
- Infrastructure and construction
- Healthcare and public health agencies
- Defense and security procurement
- Transportation and utilities
- Education and non-profit organizations

## Course Offerings:

By the end of this course, participants will be able to:

- Understand and apply procurement laws and regulations
- Prepare and manage government tenders and procurement documentation
- Execute fair and competitive vendor registration and selection processes
- Utilize eTendering systems to enhance transparency and efficiency
- Conduct detailed bid assessments using appropriate tender evaluation techniques
- Implement risk-based procurement compliance strategies
- Identify and address common issues in the tendering and bidding process
- Improve procurement outcomes through better planning and monitoring

## Training Methodology:

-This training course uses an interactive, competency-based approach. It includes a mix of expert-led sessions, real world case study analysis, and small group activities. Participants will work on practical exercises such as drafting procurement plans, scoring technical and financial bids, and simulating contract negotiation scenarios. Interactive workshops on eTendering systems and vendor registration tools will be included to reflect the current digital procurement environment.

Sessions are supported by group discussions, knowledge checks, role-playing, and instructor feedback. Participants will also develop post-training action plans for real workplace application. The methodology ensures a balance between theoretical grounding and operational execution in public procurement systems.

## Course Toolbox:

- Procurement planning templates
  - Tender document development checklists
  - Bid scoring and evaluation forms
  - Sample contract clauses and negotiation guides
  - Public procurement legal references and regulation summaries
  - Access to the eTendering system simulation during training
- Note: Tools are presented as models and examples for learning purposes.

## Course Agenda:

## Day 1: Foundations of Government Procurement

- Government procurement systems and legal frameworks Topic 1: •
- Principles of transparency, competition, and fairness Topic 2: •
- Stakeholders' roles and responsibilities Topic 3: •
- Procurement lifecycle phases and objectives Topic 4: •
- Introduction to eTendering systems and digital portals Topic 5: •
- Institutional setup and procurement governance Topic 6: •
- Lessons from global and regional procurement models Reflection & Review: •

## Day 2: Strategic Planning and Tender Preparation

- Conducting needs assessments and procurement forecasting Topic 1: •
- Preparing technical specifications and terms of reference Topic 2: •
- Structuring evaluation criteria and scoring models Topic 3: •
- Vendor registration and prequalification procedures Topic 4: •
- Public procurement methods and thresholds Topic 5: •
- Ethical procurement and conflict of interest management Topic 6: •
- Peer review of sample tender documentation Reflection & Review: •

## Day 3: Managing the Tendering and Bidding Process

- Advertising tenders and managing queries Topic 1: •
- Receiving and opening bids manual vs. electronic Topic 2: •
- Technical and financial bid evaluations Topic 3: •
- Applying tender evaluation techniques and scoring sheets Topic 4: •
- Use of procurement committees and review protocols Topic 5: •
- Handling appeals, disputes, and suspension periods Topic 6: •
- Mock evaluation panel and lessons learned Reflection & Review: •

## Day 4: Awarding and Managing Contracts

- Awarding decisions and vendor notifications Topic 1: •
- Contract negotiation tactics and legal safeguards Topic 2: •
- Contract types, clauses, and documentation essentials Topic 3: •
- Performance monitoring, KPIs, and SLA enforcement Topic 4: •
- Managing contract amendments and variations Topic 5: •
- Supplier performance reviews and dispute resolution Topic 6: •
- Case study on contract risk and performance Reflection & Review: •

## Day 5: Procurement Risk, Compliance, and Innovation

- Procurement risk identification and control measures Topic 1: •
- Compliance audits and legal enforcement mechanisms Topic 2: •
- Anti-corruption policies and transparency protocols Topic 3: •
- Data-driven procurement and analytics tools Topic 4: •
- Continuous improvement and reform initiatives Topic 5: •
- Best practices for sustainable and strategic procurement Topic 6: •
- Action planning and final knowledge check Reflection & Review: •

### FAQ:

What specific qualifications or prerequisites are needed for participants before enrolling in the course?

There are no specific prerequisites, though it is recommended that participants have experience or responsibilities in procurement, legal, or compliance functions.

How long is each day's session, and is there a total number of hours required for the entire course?

Each day's session is generally structured to last around 4-5 hours, with breaks and interactive activities included. The total course duration spans five days, approximately 20-25 hours of instruction.

What is the difference between vendor prequalification and postqualification in public procurement?

Prequalification is conducted before submitting bids to ensure suppliers meet minimum standards. Postqualification occurs after bids are evaluated to confirm the winning supplier's capacity.

## How This Course is Different from Other Strategic Government Tendering & Procurement Systems Training Courses:

This course offers a unique blend of strategic insight and hands-on practicality. Unlike standard procurement workshops that focus only on regulations, this program immerses participants in the full government procurement system. It covers every stage, from planning to contract closure, while integrating the use of eTendering systems and digital procurement practices.

-The training emphasizes the tendering and bidding process, procurement compliance training, and the use of real world tender evaluation techniques through guided exercises. Participants receive sample tools, checklists, and templates to use in their organizations.

What sets this course apart is the use of role-plays, evaluation simulations, and post-training action planning to ensure that participants can apply what they've learned immediately. Whether you're modernizing your public sector procurement strategy or seeking to improve operational efficiency, this public procurement course bridges theory and implementation effectively.

Note: This course shares insights and frameworks only; it does not provide proprietary software or tools.



## فئات الدورات التدريبية



HR TRAINING & DEVELOPMENT

دورات إدارة و تطوير الموارد البشرية



دورات إدارة و تحليل البيانات ودورات علم البيانات



دورات إدارة الجودة وتطوير العمليات



الدورات التدريبية في مجال البيئة والاستدامة



دورات التسويق وإدارة علاقات العملاء وإدارة المبيعات



دورات التدريب القانوني والمشتريات والتعاقدات



دورات الاتصال الجماهيري و السياسات والعلاقات العامة



دورات النظم السبراني ودورات تقنية المعلومات



دورات الصيانة ودورات المجالات الهندسية المتنوعة



دورات الصحة والسلامة والأمن المهني



دورات السكرتارية و إدارة المكاتب



دورات الحوكمة وإدارة المخاطر والامتثال



## فئات الدورات التدريبية



دورات معتمدة بشهادة CPD



دورات في مجالات القيادة والإدارة



دورات المهارات الشخصية وتطوير الذات



دورات المحاسبة و التمويل و دورات الإدارة  
الهائية



دورات مكتب إدارة المشاريع وإدارة المشاريع  
الرشيقية



دورات معتمدة من قبل هيئات دولية

## مدن التدريب



اسطنبول - تركيا



أمستردام - هولندا



أنقرة - تركيا



أثينا - اليونان



الرياض - المملكة العربية السعودية



الدوحة - قطر



الدار البيضاء - المغرب



الجبيل - المملكة العربية السعودية



باريس - فرنسا



المنامة - مملكة البحرين



الكويت - الكويت



القاهرة - مصر



براغ - جمهورية التشيك



بانكوك - تايلاند



بالي - جمهورية إندونيسيا



باكو - أذربيجان

## مدن التدريب



جاكرتا - جمهورية اندونيسيا



تيليسي - جورجيا



بوكيت - تايلاند



برشلونة - اسبانيا



روما - ايطاليا



دبي - الامارات العربية المتحدة



جوهانسبرغ - جنوب افريقيا



جنيف - سويسرا



شهر الشيخ - مصر



سيول - كوريا الجنوبية



سان دييغو - الولايات المتحدة  
الامريكية



زنبار - تنزانيا



طوكيو - اليابان



طشقند - اوزبكستان



طرابزون - تركيا



شيكاغو - الولايات المتحدة  
الامريكية

## مدن التدريب



كوالالمبور - ماليزيا



فيينا - النمسا



عن بعد - منصة زووم



عمان - المملكة الأردنية الهاشمية



ماربيا - اسبانيا



لندن - المملكة المتحدة



لانكاوي - ماليزيا



كيب تاون - جنوب إفريقيا



ميلان - إيطاليا



مونترنو - سويسرا



مسقط - سلطنة عمان



مدريد - إسبانيا



نيس - فرنسا



نيروبي - كينيا



ميونخ - ألمانيا

# WHO WE ARE

Agile Leaders is a renowned training center with a team of experienced experts in vocational training and development. With 20 years of industry experience, we are committed to helping executives and managers replace traditional practices with more effective and agile approaches.

## OUR VISION

We aspire to be the top choice training provider for organizations seeking to embrace agile business practices. As we progress towards our vision, our focus becomes increasingly customer-centric and agile.

## OUR MISSION

We are dedicated to developing value-adding, customer-centric agile training courses that deliver a clear return on investment. Guided by our core agile values, we ensure our training is actionable and impactful.

## WHAT DO WE OFFER

At Agile Leaders, we offer agile, bite-sized training courses that provide a real-life return on investment. Our courses focus on enhancing knowledge, improving skills, and changing attitudes. We achieve this through engaging and interactive training techniques, including Q&As, live discussions, games, and puzzles.



**AGILE LEADERS**  
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