PUBLIC PROCUREMENT, GOVERNANCE & REGULATORY COMPLIANCE COURSE

Introduction

This course examines procurement as both a strategic public-management function and an area requiring strong governance because of its significant financial, legal, operational and reputational implications. Participants examine procurement planning, tendering, bid evaluation, contract award, contract management, ethical conduct, internal controls, procurement audit and regulatory compliance. The programme emphasizes fair competition, objective decision-making, appropriate documentation and defensible procurement processes. The course is suitable for national and local governments, public agencies, state corporations, universities, public institutions and other organizations operating within regulated procurement environments.

Course Objectives

- Apply sound public procurement governance principles.
- Strengthen compliance throughout the procurement cycle.
- Improve procurement planning and budget alignment.
- Manage transparent tendering processes.
- Strengthen bid-evaluation governance.
- Identify procurement fraud and integrity risks.
- Improve procurement internal controls.
- Strengthen contract-management oversight.
- Maintain effective procurement audit trails.
- Improve accountability and value for money.

Course Modules

> Module 1: Public Procurement Governance

- Principles of public procurement

- Institutional procurement frameworks
- Accountability and responsibility
- Procurement governance structures

> Module 2: Public Procurement Planning
- Needs identification
- Procurement planning
- Budget alignment
- Procurement scheduling and prioritization

> Module 3: Procurement Methods and Competition
- Competitive procurement approaches
- Requests for quotations and proposals
- Restricted procurement
- Direct and exceptional procurement approaches

> Module 4: Tender Documentation
- Specifications and requirements
- Qualification requirements
- Evaluation criteria
- Tender conditions and documentation

> Module 5: Bid Evaluation and Award
- Preliminary examination
- Technical evaluation
- Financial evaluation
- Evaluation reporting and award recommendations

> Module 6: Procurement Governance and Internal Controls
- Segregation of duties
- Procurement approval structures
- Control activities
- Procurement documentation

> Module 7: Ethics, Integrity and Anti-Fraud
- Procurement ethics
- Conflicts of interest
- Corruption and fraud risks

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- Bid manipulation and collusion

> Module 8: Public Contract Management
- Contract implementation
- Supplier performance monitoring
- Variations and amendments
- Contract completion and closure

> Module 9: Procurement Audit and Compliance
- Procurement compliance reviews
- Audit trails and documentation
- Procurement audit findings
- Corrective and preventive actions

> Module 10: Public Procurement Transformation
- E-procurement
- Procurement transparency
- Professionalization of procurement
- Continuous procurement improvement

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