



Workshop on Public Procurement: Due Process

April 6 – 10, 2026

Venue: The Palace Pyramids Hotel

Farouk Ahmed Khattab, Giza, 12557 Cairo, Egypt

Course Fee: \$4, 500 per Participant

Program overview:

This course provides a comprehensive understanding of public procurement processes, emphasizing the principles and practices that ensure transparency, accountability, and fairness in the acquisition of goods, services, and works by public sector entities. Participants will explore the legislative frameworks, regulatory guidelines, and international standards governing public procurement, with a focus on upholding due process and minimizing corruption, fraud, and inefficiencies.

Through a combination of lectures, case studies, and practical exercises, participants will gain a deep understanding of procurement planning, tendering processes, bid evaluation, contract management, and dispute resolution mechanisms. Special attention will be given to the ethical dimensions of public procurement and the role of due process in fostering good governance.

At the end of the course, participants will be equipped with the skills needed to assess procurement policies, develop robust procurement strategies, and ensure compliance with legal and regulatory requirements in public procurement practices.

For Whom:

This course is designed for public procurement officers, project managers, legal professionals, policy makers, and anyone involved in public sector purchasing, as well as those interested in public administration, governance, and procurement law.

Learning objectives:

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

- explain the fundamental principles of public procurement, including transparency, competition, fairness, and value for money;
- explore the legal and regulatory frameworks governing public procurement at national and international levels;
- design and implement procurement plans that adhere to due process and ensure efficiency and fairness;
- analyze procurement contracts and evaluate tender submissions in line with established guidelines and best practices;
- apply ethical standards and strategies to combat corruption and misconduct in public procurement;
- explore the dispute resolution mechanisms in procurement and how to handle procurement-related conflicts; and
- examine case studies and practical scenarios to assess the impact of procurement decisions on public sector accountability and governance.

Course outline:

Day 1: Introduction to Public Procurement & Legal Frameworks

- Importance of public procurement in governance and economic development: Overview

Introduction to Public Procurement

- Definition and key objectives
- Stages of the procurement process: from planning to contract execution
- Principles: transparency, competition, fairness, and value for money

Legal and Regulatory Frameworks

- National procurement laws and regulations
- International frameworks: WTO, UNCITRAL Model Law, EU directives
- Key procurement documents: contracts, bid documents, and tender invitations

Case Study: Analysis of procurement legislation in different jurisdictions

Day 2: Procurement Planning and Strategy Development

Procurement Planning

- Importance of strategic procurement planning
- Identifying procurement needs and establishing priorities
- Defining procurement objectives and outcomes

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Lagos: Human Capital Associates Global Consult Ltd: Acme House 2nd Floor, Ogba Industrial Scheme, Ogba, Ikeja – Lagos

Website: www.hcaglobalconsult.com: Email: info@hcaglobalconsult.com, hcaglobalconsult@gmail.com

Tel: Office Lines: Mon – Fri | 8am-5pm | 2348117491970 | 2348145745664 |

Other Lines: 24/7 2348029170491 | 2348068933608 | 2348051365946 | 2348184727337

- Developing a procurement plan: key components and considerations

Market Analysis & Supplier Engagement

- Understanding market conditions and supplier availability
- Strategies for engaging with suppliers: market surveys, consultations
- Risks and challenges in supplier engagement

Types of Procurement Methods

- Open tendering, restricted tendering, and direct procurement
- When and why to choose different procurement methods
- Bid evaluation criteria and thresholds

Day 3: The Tendering Process and Bid Evaluation

Tendering Procedures

- Steps in the tendering process: from tender advertisement to contract award
- Developing tender documents and specifications
- The role of procurement officers in managing the process
- Legal and ethical requirements during tendering

Bid Evaluation

- Criteria for evaluating bids: technical and financial assessment
- Evaluating responsiveness, compliance, and value for money
- Common challenges in bid evaluation and ways to mitigate risks
- Ensuring transparency and fairness in bid evaluations

Hands-On Exercise: Bid Evaluation

Case Study: Lessons from a real-world procurement failure due to improper evaluation

Day 4: Contract Management & Ethical Considerations

Contract Management and Administration

- The role of contract management in procurement success
- Types of procurement contracts: fixed price, cost-plus, performance-based, etc.
- Ensuring contract performance and managing risks
- Techniques for monitoring contract compliance and enforcement

Managing Supplier Relationships

- Managing disputes and conflict resolution with suppliers
- Evaluating supplier performance and applying penalties when necessary
- Building long-term relationships with suppliers: best practices for collaboration

Ethical Issues in Procurement

- Corruption risks and mitigating strategies
- Conflict of interest and avoiding bias in procurement decisions
- Whistleblowing and establishing procurement integrity mechanisms

Case Study: Procurement ethics and high-profile corruption cases

Day 5: Dispute Resolution & Sustainable Procurement

Dispute Resolution in Public Procurement

- Common sources of procurement disputes: delays, cost overruns, poor performance
- Mechanisms for resolving disputes: mediation, arbitration, and litigation
- Role of procurement review boards and oversight bodies

Case Study: Reviewing a dispute resolution case in public procurement

Public Procurement and Sustainable Development

- Sustainable procurement practices: green procurement, ethical sourcing

This course package includes: Course material in soft copy, Tea break, Lunch, City tour, and certificate of attendance. A Core 1.5 laptop with the soft copy of the course material loaded with a carrying bag will be presented to the participants at the end of the course.

Note: Payment is either USD or the prevailing parallel market rate. We do not accept government official rate.

Training Methodology: Lectures, discussions, exercises, case studies, audio-visual aids will be used to reinforce these teaching/learning methods

For bookings and inquiries, call: +234-8051365946, +234-7087578814 (Office Lines)

24/7 Lines: +234-8068933608 (WhatsApp), +234-8029170491 & +234-8145745664(WhatsApp) & +234-9112830607

Or send us an email: info@hcaglobalconsult.com or hcaglobalconsult@gmail.com

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