

HRODC Postgraduate Training Institute

A Postgraduate-Only Institution

213

**Contract Management: Contextualising US
Federal Acquisition Regulations (FAR) System**
Course or Seminar

Leading To:

**DIPLOMA – POSTGRADUATE IN
US Federal Acquisition Regulations (FAR)
Contract Management**

Accumulating to

**POSTGRADUATE DIPLOMA
Progressing To A Masters Degree –
*MBA – MSc - MA***

Course Coordinator:

Prof. Dr. R. B. Crawford – Director of HRODC Ltd. and Director of HRODC Postgraduate Training Institute, A Postgraduate-Only Institution. He has the following Qualifications and Affiliations:

- Doctor of Philosophy {(PhD) (University of London)};
- MEd. Management (University of Bath);
- Advanced Dip. Science Teacher Ed. (University of Bristol);
- Postgraduate Certificate in Information Systems (University of West London, formerly Thames Valley University);
- Diploma in Doctoral Research Supervision, (University of Wolverhampton);
- Teaching Certificate;
- Fellow of the Institute of Management Specialists;
- Human Resources Specialist, of the Institute of Management Specialists;
- Member of Academy of Management (MAoM), within the following Management Disciplines:
 - Human Resources;
 - Organization and Management Theory;
 - Organization Development and Change;
 - Research Methods;
 - Conflict Management;
 - Organizational Behavior;
 - Management Consulting;
 - Gender & Diversity in Organizations; and
 - Critical Management Studies.
- Member of the Asian Academy of Management (MAAM);
- Member of the International Society of Gesture Studies (MISGS);
- Member of the Standing Council for Organisational Symbolism (MSCOS);
- Life Member of Malaysian Institute of Human Resource Management (LMIHRM);
- Member of ResearchGate Community;
- Member of Convocation, University of London;
- Professor HRODC Postgraduate Training Institute.

Prof. Crawford was an Academic at:

- University of London (UK);

- London South Bank University (UK);
- University of Greenwich (UK); and
- University of Wolverhampton (UK).

For Whom This Course is Designed

This Course is Designed For:

- Executives;
- Directors;
- Contract managers;
- Contract and subcontract administrators;
- Purchasing Professionals;
- Sales Professional;
- Supply Management Professionals;
- Procurement Personnel;
- Engineering, Operational, Project, and Maintenance Personnel;
- Supervisors;
- Those who want to master the skills to successfully manage contracts.

Duration:6 Days

Cost:£6,000.00**Per Delegate**

Please Note:

- V.A.T. (Government Tax) does not apply to Corporate Sponsored Individuals, taking Programmes or Courses in any location - within or outside the UK.
- It applies only to Individuals and Corporations based in the UK and to Non-UK Individual Residents taking courses in the UK.

Cost includes:

- Free Continuous snacks throughout the Event Days;
- Free Hot Lunch on Event Days;
- Free City Tour;
- Free Stationery;
- Free On-site Internet Access; .
- Diploma – Postgraduate –in **US Federal Acquisition Regulations (FAR) Contract Management**; or

- Certificate of Attendance and Participation – if unsuccessful on resit.

HRODC Postgraduate Training Institute's Complimentary Products include:

1. HRODC Postgraduate Training Institute's **Leather Conference Folder**;
2. HRODC Postgraduate Training Institute's **Leather Conference Ring Binder/ Writing Pad**;
3. HRODC Postgraduate Training Institute's **Key Ring/ Chain**;
4. HRODC Postgraduate Training Institute's **Leather Conference (Computer – Phone) Bag** – Black or Brown;
5. HRODC Postgraduate Training Institute's **8GB USB Flash Memory Drive**, with Course/ Programme Material;
6. HRODC Postgraduate Training Institute's **Metal Pen**;
7. HRODC Postgraduate Training Institute's **Polo Shirt**.

****Please see product images, as a separate file - Complimentary Products For Students and Delegates, from HRODC Postgraduate Training Institute.****

Daily Schedule: 9:30 to 4:30 pm.

Location: Central London and International Locations

**Contract Management: Contextualising US Federal Acquisition Regulations (FAR) System
Leading to Diploma-Postgraduate in US Federal Acquisition Regulations (FAR) Contract Management**

Course Contents, Concepts and Issues

Part 1: Federal Acquisition Regulations (FAR) Guidelines on Product Acquisition and Services

- Acquisition, Defined;
- Acquisitions: FAR Applicability;
- Statement of Guiding Principles for the Federal Acquisition System;
- Acquisition Team.

Part 2: Contracting Methods

- Simplified Acquisition;
- Sealed Bidding;
- Contracting by Negotiation;
- Special Contracting Methods;
- Emergency Acquisitions.

Part 3: Types of Contract

- Selecting Contract Types;
- Fixed-Price Contracts;
- Cost-Reimbursement Contracts;
- Incentive Contracts;
- Indefinite Delivery contracts;
- Time-and-Material Contracts;
- Labor-Hour Contracts;
- Letter Contracts.

Part 4: Administrative Matters

- Contract Execution;
- Contract Distribution;
- Contract Reporting;
- Government Contract Files:
 - General;
 - Contract Files;
 - Contents of Contract Files;
 - Closeout of Contract Files:
 - ✚ Closeout by the Office Administering the Contract;
 - ✚ Closeout of the Contracting Office files if another Office Administers the Contract;
 - ✚ Closeout of Paying Office Contract Files;
 - ✚ Physically Completed Contracts;
 - ✚ Procedures for Closing out Contract Files.

- Storage, Handling and Disposal of Contract Files.

Part 5: Required Sources of Supplies and Services

- General Principles;
- Priorities for Use of Government Supply Sources;
- Use of Other Government Supply Sources;
- Contract Clause.

Part 6: Qualifications of Contractor

- General Standard;
- Special Standard.

Part 7: Market Research

- What is Market Research?;
- Procedure for Market Research;
- Why Conduct Market Research;
- What should be included in a Market Research?;
- Techniques for Conducting Market Research.

Part 8: Conflict of Interest

- Contracts with Government Employees or Organizations Owned or Controlled By Them.

Part 9: Contract Financing

- Contract Financing Payment;
- Customary Contract Financing;
- Delivery Payment;
- Invoice Payment;
- Unusual Contract Financing;
- Contract Performance in Foreign Countries;
- Consideration for Contract Financing;
- Contract Financing Payment;

- Non-Commercial Item Purchase Financing;
- Commercial Item Purchase Financing.

Part 10: Contract Management

- Contract Administration and Audit Services;
- Contract Modifications;
- Subcontracting Policies and Procedures;
- Government Property;
- Quality Assurance;
- Transportation;
- Value Engineering;
- Terminating Contracts.

Service Contract, incorporating Terms and Conditions

Click, or copy and paste the URL, below, into your Web Browser, to view our Service Contract, incorporating Terms and Conditions.

https://www.hrodc.com/Service_Contract_Terms_and_Conditions_Service_Details_Delivery_Point_Period_Cancellations_Extinuating_Circumstances_Payment_Protocol_Location.htm

The submission of our application form or otherwise registration by of the submission of a course booking form or e-mail booking request is an attestation of the candidate's subscription to our Policy Terms and Conditions, which are legally binding.

Prof. Dr. R. B. Crawford - Director HRODC Postgraduate Training Institute