

## An LDI Training Course

### Learn how to:

- Manage project procurement
- Conduct a make-or-buy analysis
- Prepare a procurement management plan
- Identify strategic advantages of specific contract types
- Perform successful evaluation
- Manage seller performance
- Lead a project through contract closeout

### **PMBOK® 5<sup>th</sup> Edition Guide Knowledge**

#### **Areas :**

1. Project Integration Management
2. Project Scopes Management
3. Project Quality Management
4. Project Time Management
5. Project Cost Management
6. Project Risk Management
7. Project Human Resource Management
8. Project Procurement Management
9. Project Communications Management
10. Project Stakeholder Management

## Procurement and Contract Management In Oil and Gas

This course is designed to provide a detailed treatment on the subject of project procurement management. Many projects fail due to a lack of adequate Project Procurement Standards and Frameworks.

In this practical course, you will learn the insights, best practices and techniques that you can apply immediately to manage your project procurement more efficiently.

### Who should attend?

- *Procurement or SCM Project Team*
- *Legal & Contract Engineers*
- *Project Engineers*
- *Project Cost & Control Engineers*
- *Accountants, auditors and finance people*
- *Anyone who is involved in a project*

### Course Outline

#### **Project Management Concepts & Principles**

- a) What is a project? Standards & Codes, and Certifications
- b) Creation of a project, formal & informal bases.
- c) Explain the need for project management, goals & objectives.
- d) Project life cycle.
- e) Key project roles & Stakeholder management

## **Project Organizational Structures**

- a) Describe the ways groups are organized into projects.
- b) Explain the roles and responsibilities of project team members.
- c) Explain the relationship between project managers and line managers, especially in terms of the division of responsibility and authority.

## **Procurement Management Overview**

- a) Project procurement management
- b) The relationship between projects and contracts
- c) Ensuring a successful procurement process

## **Plan Procurements**

- a) Planning procurement and acquisitions
- b) Input to the procurement management plan
- c) Conducting make-or-buy analyses
- d) Contracting matters
- e) Recommending the best contracting methods
- f) Preparing the procurement management plan**

## **Conduct Procurement**

- a) The bid solicitation process
- b) Sources of prospective sellers
- c) Key principles for conducting a bidder's conference
- d) Protocols for communicating with prospective sellers

## **Manage Procurements**

- a) The purpose of procurement management
- b) Roles and responsibilities: project team, contracting organization, and sellers

- c) Managing seller performance
- d) Outputs of the contract management process

### **Procurement Closure**

- a) The procurement closure process
- b) Contract documentation
- c) Format acceptance and closure for sellers
- d) Outputs of the contract management process
- e) Lesson learned analyses

### **Developing Contract Pricing Agreements**

- a) Uncertainty and risk in contract pricing
- b) Categories and types of contracts
  - Incentive
  - Fixed-price
  - Time and Materials
  - Cost reimbursement
- c) Selecting contract types

## **Your Course Instructor**

### **Pulung Susilo Rahardjo**

Mr. Pulung Rahardjo is a well-recognized expert in project management in the oil and gas industry. He received a Bachelor degree in Aeronautical Engineering from the Institute of Technology Bandung (ITB) in 1981.

He has 35 years of working experience as Project Management Senior Staff in the Oil & Gas Onshore & Offshore Industry. He is a well sought after consultant and lecturer in the field of project management.

**For more information about the course, please visit [lditraining.com](http://lditraining.com) or contact LDI Training at [lditrain@indo.net.id](mailto:lditrain@indo.net.id).**