

A LDI Training Course

EFFECTIVE PROCUREMENT AND CONTRACT WRITING

LDI Instructor

Background

Vendor analysis process is covering identification, selection, evaluating through crucial steps, before transaction or partner relationship begun.

Whether buyer or vendor, both should be have capable knowledge to fulfill the steps.

After the process of procurement have been done there are one thing should be aware to keep the good relationship, properly confirm with “contractual ship” norm.

Benefit of Attending

- Understanding the “ISSUE” and latest bidding procedures.
- To bring your attention to anticipate “potential problems” that frequently arises.
- Developing negotiating “tactic” with parties or vendor.
- The bottom line is to judges, clear, definite and comprehensive all related matter in procurement and contract setting.

Methodology

This workshop is designed for interactivity from of participants with some cases in the training.

Course Outline

- Bidding form & procedures
- Term of reference and “constraint” of bidding.
- Bidding committee task & authority
- Bidding document content
- Step & bidding scheduled
- Bidder pre qualification
- System & evaluation bidding procedures
- Context of contract management

- Various type of contract
- Contract arrangement
- Content of contract document
- Claim & dispute resolution
- Condition of contract

Who Should Attend

- Manager and Supervisor of Procurement Department.
- Personnel Financial and Administration
- Logistics & purchasing professional
- Legal department

To enroll or get more information, please contact

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