

OPERATIONS & SUPPLY CHAIN | COURSE BROCHURE

Contract Management for Procurement Professionals

5 days | Classroom training | English

SMART HORIZON

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Course content

Why attend

Value promised during sourcing is often lost after the contract is signed. This course covers post-award contract management for procurement: contract mobilisation, obligations tracking, performance and KPIs, change and variations, payments, relationship management, risk and disputes, renewals and exits.

Strong contract management protects savings and service quality. You will learn to manage contracts actively throughout their life.

Professional Problems This Course Is Designed to Solve

• Difficulty translating subject knowledge into practical workplace decisions.
• Inconsistent approaches to the activities covered in the course outline.
• Lack of a structured plan for applying and reviewing new skills.

Course methodology

Contract review exercises, obligation tracking practice, variation case studies and role plays.

Course objectives

By the end of this course, participants will be able to:
• Mobilise contracts effectively after award
• Track obligations and deliverables
• Monitor supplier performance against KPIs
• Manage changes, variations and payments
• Handle disputes and contractual remedies
• Plan renewals, re-tendering and exits

Target audience

This course is suitable for:
• Procurement and contract managers
• Category managers
• Contract administrators
• Operations managers managing suppliers
• Public sector procurement staff



Course content

Target competencies

Participants will develop competencies in:

- Contract administration
- Obligation tracking
- Performance management
- Variation control
- Dispute handling

Course outline

Day 1: Contract Management

09:00–10:08	Contract life cycle
10:08–11:00	Roles
11:00–11:30	**Coffee break**
11:30–11:45	Roles (continued)
11:45–12:53	Common failures
12:53–14:00	Exercise

Day 2: Mobilisation

09:00–10:08	Handover from sourcing
10:08–11:00	Contract summaries
11:00–11:30	**Coffee break**
11:30–11:45	Contract summaries (continued)
11:45–12:53	Obligation registers
12:53–14:00	Workshop

Day 3: Performance

09:00–10:08	KPIs and service levels
10:08–11:00	Reviews
11:00–11:30	**Coffee break**



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11:30–11:45	Reviews (continued)
11:45–12:53	Remedies
12:53–14:00	Exercise

Day 4: Change and Payment

09:00–10:08	Variations
10:08–11:00	Price adjustments
11:00–11:30	**Coffee break**
11:30–11:45	Price adjustments (continued)
11:45–12:53	Invoices
12:53–14:00	Case study

Day 5: Disputes and Exits

09:00–10:08	Dispute resolution
10:08–11:00	Renewal decisions
11:00–11:30	**Coffee break**
11:30–11:45	Renewal decisions (continued)
11:45–12:53	Exit planning
12:53–14:00	Action plan

The timings provided are estimates and may vary depending on the number of participants and the discussions taking place during the sessions. They are indicative only and do not constitute a binding commitment.



Course content

Dates, venues and fees

Current published course plans. Fees are per participant in EUR, excluding unconfirmed taxes.

Venue	Start date	End date	Fee (EUR)
Dubai Confirmed dates	16 Nov 2026	20 Nov 2026	**€3,150.–**
Online Confirmed dates	16 Nov 2026	20 Nov 2026	**€1,250.–**
Cape Town Confirmed dates	7 Dec 2026	11 Dec 2026	**€1,890.–**
Online Confirmed dates	7 Dec 2026	11 Dec 2026	**€1,250.–**
Barcelona Confirmed dates	11 Jan 2027	15 Jan 2027	**€2,840.–**
Online Confirmed dates	11 Jan 2027	15 Jan 2027	**€1,250.–**
Vienna Confirmed dates	25 Jan 2027	29 Jan 2027	**€2,940.–**
Online Confirmed dates	25 Jan 2027	29 Jan 2027	**€1,250.–**
Cape Town Confirmed dates	15 Feb 2027	19 Feb 2027	**€1,890.–**



Course content

Dates, venues and fees (continued)

Venue	Start date	End date	Fee (EUR)
Online Confirmed dates	15 Feb 2027	19 Feb 2027	**€1,250.–**
Dubai Confirmed dates	8 Mar 2027	12 Mar 2027	**€3,150.–**
Online Confirmed dates	8 Mar 2027	12 Mar 2027	**€1,250.–**
Vienna Confirmed dates	29 Mar 2027	2 Apr 2027	**€2,940.–**
Online Confirmed dates	29 Mar 2027	2 Apr 2027	**€1,250.–**
London Confirmed dates	19 Apr 2027	23 Apr 2027	**€2,450.–**
Online Confirmed dates	19 Apr 2027	23 Apr 2027	**€1,250.–**
Istanbul Confirmed dates	3 May 2027	7 May 2027	**€2,650.–**
Online Confirmed dates	3 May 2027	7 May 2027	**€1,250.–**



Course content

Dates, venues and fees (continued)

Venue	Start date	End date	Fee (EUR)
Cape Town Confirmed dates	24 May 2027	28 May 2027	**€1,890.–**
Online Confirmed dates	24 May 2027	28 May 2027	**€1,250.–**
Rome Confirmed dates	14 Jun 2027	18 Jun 2027	**€2,450.–**
Online Confirmed dates	14 Jun 2027	18 Jun 2027	**€1,250.–**
Amsterdam Confirmed dates	5 Jul 2027	9 Jul 2027	**€2,540.–**
Online Confirmed dates	5 Jul 2027	9 Jul 2027	**€1,250.–**
Rome Confirmed dates	26 Jul 2027	30 Jul 2027	**€2,450.–**
Online Confirmed dates	26 Jul 2027	30 Jul 2027	**€1,250.–**
Paris Confirmed dates	9 Aug 2027	13 Aug 2027	**€2,860.–**



Course content

Dates, venues and fees (continued)

Venue	Start date	End date	Fee (EUR)
Online Confirmed dates	9 Aug 2027	13 Aug 2027	**€1,250.-**
Kuala Lumpur Confirmed dates	30 Aug 2027	3 Sept 2027	**€1,450.-**
Online Confirmed dates	30 Aug 2027	3 Sept 2027	**€1,250.-**
Dubai Confirmed dates	20 Sept 2027	24 Sept 2027	**€3,150.-**
Online Confirmed dates	20 Sept 2027	24 Sept 2027	**€1,250.-**
London Confirmed dates	11 Oct 2027	15 Oct 2027	**€2,450.-**
Online Confirmed dates	11 Oct 2027	15 Oct 2027	**€1,250.-**
Barcelona Confirmed dates	1 Nov 2027	5 Nov 2027	**€2,840.-**
Online Confirmed dates	1 Nov 2027	5 Nov 2027	**€1,250.-**



Course content

Dates, venues and fees (continued)

Venue	Start date	End date	Fee (EUR)
Frankfurt Confirmed dates	15 Nov 2027	19 Nov 2027	**€2,650.-**
Online Confirmed dates	15 Nov 2027	19 Nov 2027	**€1,250.-**
Rome Confirmed dates	6 Dec 2027	10 Dec 2027	**€2,450.-**
Online Confirmed dates	6 Dec 2027	10 Dec 2027	**€1,250.-**

Plan your next step

Dates, availability, exact venue, taxes, inclusions and payment terms require written confirmation. This brochure is not a quotation, registration, booking confirmation or visa invitation. Participants receive a Smart Horizon certificate of attendance; programmes are not externally accredited and do not award a professional qualification or designation. Confirm arrangements before booking travel.

For group or in-house training, contact our learning team to discuss your objectives and delivery arrangements.

Contact Smart Horizon

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