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| **MODULE 5** | Planning and Management of Procurement Operations |
| **LECTURERS** | Angelo Bianchi, PMP®, Ceng, Procurement Specialist, kang.bia@iol.it  |
| **LECTURE TITLE** | Lecture No. 1: Introduction to the public procurement operations of the IFIs, with focus of the EU approach for external actions |
| **OBJECTIVES** | The purpose of this Module is to address and develop knowledge and skills in planning and management of public procurement operations.The Module includes two Lectures:The Lecture No. 1 is an introduction to the public procurement operations of the major IFIs, with focus of the EU approach for the implementation of external actions.* basic concepts, rules and procedures of public procurement: definitions, principles, management modes, thresholds, procurement procedures, publicity, selection criteria, award criteria, etc.
* project cycle management, phases and deliverables of each phase
* contents and organization of the main guidelines to contract procedures for service, supply/goods, and works contracts
* crucial factors of contract management.
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| **DESCRIPTION** | Successful planning/management of procurement operations requires knowledge and skills that cover not only the procurement management area of knowledge but also the other nine areas of project management.This first part of the Module includes the presentation of the necessary activities, sequence, timing, organization and responsibilities for planning and management of the public procurement operations (for service, supply/goods and works contracts financed by the main IFIs and MDBs), and in particular:* formulation of a comprehensive procurement strategy
* organization of the procurement function/system
* preparation of the procurement plan
* preparation of the tender dossiers/tender documents
* management of the tender evaluation
* contract management (introduction).
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| **CLASS MATERIAL** | Power point presentation, hand-outs, case studies, exercises, reference material. |