



IESICA Training & Development in Baku (Azerbaijan) Regional Center for Consulting & Training in (Kuwait)

Invite to Participate in International Conference (The 3 Phases of Contract Management)

Conference Period
4 Days
From 24/06/2024 TO 27/06/2024



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INTERNATIONAL CONFERENCE TITLE: THE 3 PHASES OF CONTRACT MANAGEMENT (TENDERING, EXECUTION AND EVALUATION)

Conference Introduction

The "3 Phases of Contract Management Conference" is an event dedicated to exploring the intricacies of managing contracts effectively throughout their lifecycle. This conference delves into the three primary stages of contract management, providing insights, strategies, and best practices for each phase.

- **Pre-Contract Phase:** This phase involves all activities leading up to the signing of a contract. Topics covered may include contract drafting, negotiation strategies, risk assessment, and legal considerations. Attendees can expect discussions on how to lay the groundwork for successful contracts, including identifying objectives, defining terms, and managing expectations.
- **Contract Execution Phase:** Once a contract is signed, the focus shifts to implementing and fulfilling its terms. This phase encompasses contract administration, performance monitoring, compliance management, and stakeholder communication. Sessions in this phase may address tools and technologies for streamlining contract workflows, tracking obligations, and ensuring adherence to contractual agreements.
- **Post-Contract Phase:** Even after a contract's performance period concludes, there are still critical activities to undertake. This phase involves activities such as contract closeout, performance evaluation, lessons learned, and dispute resolution. Attendees can expect discussions on evaluating contract performance, identifying areas for improvement, and mitigating risks associated with contract termination or renewal.

The conference typically features keynote presentations, panel discussions, workshops, and networking opportunities, providing attendees with valuable insights from industry experts, practitioners, and thought leaders in the field of contract management. Whether you're a contract manager, procurement professional, legal counsel, or anyone involved in the contract lifecycle, this conference offers valuable knowledge and resources to enhance your contract management practices.



Conference Objectives

The objectives of "The 3 Phases of Contract Management Conference" are multifaceted, aimed at providing attendees with comprehensive insights and practical strategies for effectively managing contracts throughout their lifecycle. Here are key objectives:

- **Education and Knowledge Sharing:** To provide attendees with a deep understanding of the three primary phases of contract management – pre-contract, contract execution, and post-contract – through informative presentations, workshops, and case studies.
- **Best Practices and Strategies:** To explore best practices and innovative strategies for each phase of contract management, enabling attendees to optimize their contract processes, mitigate risks, and enhance overall contract performance.
- **Skill Development:** To equip attendees with practical skills and tools necessary to navigate the complexities of contract management, including contract drafting, negotiation, administration, compliance monitoring, and dispute resolution.
- **Networking and Collaboration:** To facilitate networking opportunities and collaboration among contract management professionals, enabling them to exchange ideas, share experiences, and build valuable relationships within the industry.
- **Legal and Regulatory Compliance:** To address legal and regulatory considerations relevant to contract management, ensuring that attendees are informed about compliance requirements, legal risks, and emerging trends in contract law.
- **Technology and Innovation:** To explore the role of technology and innovation in contract management, including the use of contract management software, automation tools, and analytics solutions to streamline processes, improve efficiency, and drive better outcomes.
- **Continuous Improvement:** To promote a culture of continuous improvement in contract management practices, encouraging attendees to evaluate their existing processes, identify areas for enhancement, and implement strategies for ongoing improvement.
- **Risk Management and Mitigation:** To help attendees identify, assess, and mitigate risks associated with contract management, including risks related to performance, compliance, legal issues, and external factors such as economic changes or geopolitical events.

By achieving these objectives, "The 3 Phases of Contract Management Conference" aims to empower attendees with the knowledge, skills, and resources necessary to excel in contract management and drive success within their organizations.



Conference Target Audience

The target audience for "The 3 Phases of Contract Management Conference" includes professionals from various industries and roles involved in managing contracts throughout their lifecycle. Here are the key target audience segments:

- **Contracts Managers and Professionals:** Professionals responsible for overseeing the entire contract lifecycle, from initiation to closeout, ensuring that contracts are executed efficiently, risks are managed, and obligations are met.
- **Procurement Professionals:** Individuals involved in the procurement process, including sourcing, vendor selection, and contract negotiation, who require a deep understanding of contract management principles to effectively manage supplier contracts.
- **Project Managers:** Individuals responsible for overseeing projects that involve contractual obligations, requiring a strong grasp of contract management principles to ensure project success, minimize risks, and optimize outcomes.
- **Business Development Professionals:** Individuals involved in business development, sales, and client relations, who need to understand contract terms and negotiate agreements that align with organizational objectives and client needs.
- **Risk Management Professionals:** Professionals tasked with identifying, assessing, and mitigating risks associated with contracts, ensuring that risks are effectively managed throughout the contract lifecycle to protect organizational interests.

By targeting these audience segments, "The 3 Phases of Contract Management Conference" aims to cater to a diverse range of professionals involved in contract management, providing them with valuable knowledge, skills, and networking opportunities to excel in their roles and drive success within their organizations.

Conference Speakers

Dr. Sergio Chiapperini
Dr. Aravind Kumar

Dr. Shadi Hamdan
Dr. Haya Hussein

Dr. Kajal Negi
Mr. Wael Othman

Conference Details

Conference Period	4 Days
Conference Date	24/06/2024 To 27/06/2024
Conference Place	Courtyard by Marriott Baku, Baku, Azerbaijan
Conference Fees	1750 USD



(Day 1) – 24 Jun. 2024

<i>Time</i>	<i>Event</i>		<i>Speaker</i>
	<i>Main Points</i>	<i>Sub-Points</i>	
8:00 - 8:45 am	Registration and continental breakfast		
8:45 - 9:00 am	Welcome and conference introduction		Dr. Waleed Al-Shwwa (Executive Director)
9:00 - 12:00 am	Pre-Contract Phase	<ul style="list-style-type: none"> – Major Stages and Steps in the Project-Contracting Life Cycle – Standards of Ethical Practice – Elements and Importance of a Good Procurement and Tendering Process – Strategic Procurement-Moving from the Tactical to Strategic 	Dr. Sergio Chiapperini
12:00 - 12:30 pm	Coffee Break Time		
12:30 - 15:30 pm	Pre-Contract Phase	<ul style="list-style-type: none"> – The Critical Spend Profile and ABC Analysis – The Importance and Objectives of The Contract – Types of Statement of Work 	Dr. Shadi Hamdan
15:30 - 16:00 pm	Questions & Discussion		
16:00 pm	Buffet Lunch Time		

(Day 2) – 25 Jun. 2024

<i>Time</i>	<i>Event</i>		<i>Speaker</i>
	<i>Main Points</i>	<i>Sub-Points</i>	
8:15 - 9:00 am	Buffet Breakfast Time		
9:00 - 12:00 am	Pre-Contract Phase Continued	<ul style="list-style-type: none"> – Risk Assessment – Managing project and contract risk – Basic Contract Types – Economic Price adjustments – Use of Producer Price Indexes 	Dr. Kajal Negi
12:00 - 12:30 pm	Coffee Break Time		
12:30 - 15:30 pm	Pre-Contract Phase Continued	<ul style="list-style-type: none"> – Developing Tender Evaluation Criteria – Contractor Qualification Best Practices – Total Cost of Ownership – Use of electronic processes for tendering 	Dr. Aravind Kumar
15:30 - 16:00 pm	Questions & Discussion		
16:00 pm	Buffet Lunch Time		



(Day 3) – 26 Jun. 2024

<i>Time</i>	<i>Event</i>		<i>Speaker</i>
	<i>Main Points</i>	<i>Sub-Points</i>	
8:15 - 9:00 am	Buffet Breakfast Time		
9:00 - 12:00 am	Contract Execution Phase	<ul style="list-style-type: none"> – Applying the value model of Total Cost of Ownership – Elements of Cost that Make up a Price – What is a Fair and Reasonable Profit – Requesting Cost Breakdowns and Evaluations of Cost Breakdowns – Negotiation Preparation – Terms and Conditions Check Lists – The Important Entire Agreement Clause – Clauses for Spare Parts 	Dr. Haya Hussein
12:00 - 12:30 pm	Coffee Break Time		
12:30 - 15:30 pm	Contract Execution Phase	<ul style="list-style-type: none"> – Inspection, Acceptance, Rejection – Warranty Clauses for Defects In Material And Workmanship – Force Majeure, and how this is developing in the modern world – Applicable Law – How to deal with Contract Changes, Variations, Deviations – Payment Considerations – Methods of Payment – Advance Payments – Progress Payments – Letters of Intent – Types of Bonds and Guarantees 	Mr. Wael Othman
15:30 - 16:00 pm	Questions & Discussion		
16:00 pm	Buffet Lunch Time		

(Day 5) – 30 Dec. 2022

<i>Time</i>	<i>Event</i>		<i>Speaker</i>
	<i>Main Points</i>	<i>Sub-Points</i>	
8:15 - 9:00 am	Buffet Breakfast Time		
9:00 - 12:00 am	Post Award Phase	<ul style="list-style-type: none"> – Contract Administration – Monitoring Performance, Status and Expediting – Buyers Rights before Performance is Due – Penalty / Liquidated Damages Clause – Delay and other matters – How Contracts May End – Expiry, termination for convenience, termination for breach 	Dr. Aravind Kumar
12:00 - 12:30 pm	Coffee Break Time		
12:30 - 15:30 pm	Post Award Phase	<ul style="list-style-type: none"> – What Constitutes A Breach? – Remedies For Breach Of Contract – Claims and Disputes Resolution Provisions – Final Contract Review and Close Out Process 	Mr. Wael Othman
15:30 - 16:00 pm	Conclusion the Conference and Processing For Practical & Workshop		
16:00 pm	Buffet Lunch Time		