

CERTIFICATE COURSE ON COMMERCIAL CONTRACT MANAGEMENT BATCH - 5

REGISTRATION OPEN: 29th July 2022
LAST DATE TO REGISTER: 30th September 2022
COMMENCEMENT OF CLASSES: 1st October 2022
COURSE COMPLETION: FEBRUARY 2023

15 Structured
CPE Credits
upon Enrolment

Study
material
will also be
provided

INTRODUCTION

Contract Management and commercial competence have become critical enablers of business performance, whether in public or private sector, with the potential to drive both value and reputation. Competence is achieved through a combination of operational experience, structured learning and rigorous assessment.

This unique qualification brings together contemporary contract management theory and existing good practice in a structured way. The ICSI's online certificate course on Commercial Contract Management will provide the journey to individual and organizational excellence. It has a highly applied and focused approach designed to give the professionals knowledge, understanding and practical skills necessary for managing contracts effectively.

COURSE DELIVERY

The course will be offered through online mode on ICSI LMS platform through Live Webinars and recorded version & PPTs (also available through Android and IOS App) with interactive webinar.

COURSE DURATION

15-20 hours of training will be provided through once a week sessions and each session will be of 2 hours approx.

ELIGIBILITY

- Members of ICSI
- Students of ICSI Executive Programme or higher
- Graduation in any stream from a recognized university

ASSESSMENT AND PROJECT REPORT

Upon successful completion of online training, candidate will be required to pass a MCQ based assessment and to submit a project report.

MODE OF ASSESSMENT

- MCQ Based Test-50% Weightage
- Project Report-50% Weightage

AWARD OF CERTIFICATE

Certificate of Completion & CPE hours will be awarded to all the candidates, upon successfully completion of course, passing the MCQ based assessment test and project report.

COURSE FEES

- Members & Students of ICSI- Rs. 7,500/- plus GST
- Others – Rs. 15,000/- plus GST

Registration once done cannot be cancelled or transferred and non-refundable.

CS Devendra V. Deshpande
President, The ICSI

CS Asish Mohan
Secretary, The ICSI

Certificate Course on Commercial Contract Management (Batch 5): Course Content

Session	Topic to Be Discussed
I	Introduction to Commercial Contract Management <ul style="list-style-type: none"> • Contract & Commercial Management: An Introduction • Administrative Aspects • Cost Benefit Analysis • Sourcing Options • Undertaking a Terms Audit • Identification of Cost and Related Provisions • Types of Tenders
II	Commercial Contracts and Other Significant Aspects <ul style="list-style-type: none"> • Intellectual Property • Competition and Anti-trust • Relational and Outcome-based Contracting • Outsourcing Strategies and Tools • International Trading • Using Technology to Become More Effective • Communication Visualization and Design
III	Drafting of Contract <ul style="list-style-type: none"> • Contract and Relationship Types • Terms and Conditions Overview • Validity and duration of contract; and Job / Contract start date and end date; • Partnership, Alliances and Distribution • SOW / SLA Production • Drafting Guidelines and Consideration o Drafting of Operational Terms • Other Strategic Considerations
IV	Service Level Agreements <ul style="list-style-type: none"> o Standard terms and conditions for goods and/or services o Special terms and conditions o Key Performance Indicators (KPIs)
V	Bids and Related Aspects <ul style="list-style-type: none"> • RFI, RFP, RFQ • Responding to RFPs • Bid Process and Rules vis-à-vis eligibility criteria, • Influence of Laws on the Bid Process • Evaluation and Comparison of Financial Bids • Clauses relating to payment w.r.t EMD, Security Deposit etc. and terms & conditions relating to refund / invoke PBG / forfeiture • Stakeholder Management • Understanding Markets and Opportunities
VI	Negotiation and Related Aspects <ul style="list-style-type: none"> • Negotiation Planning, Overview and Objectives • Framing, Strategy and Goals • Negotiation Styles • Negotiation Techniques • Tactics, Tricks and Lessons Learned • Pricing and Financial Considerations • Interactive Case Study: Negotiation
VII	Legal and Commercial Aspects <ul style="list-style-type: none"> • Meaning, purpose and Importance of 'Indemnification clause' and its legal sanctity. • 'Consequential and economical damages' and acceptance criteria in a commercial contract. • 'Dispute resolution and jurisdiction' clauses in domestic and international contracts. • Insurance clauses and their impacts • Importance of Competition Act while finalising the contracts • Clauses relating to ownership and transfer of property from supplier to owner during the execution of the contract and corresponding vesting of risks. • Clauses Related to various Taxes
VIII	Exiting contracts and continuous improvement planning <ul style="list-style-type: none"> • Implementation and Communication • Monitoring and Performance Management • Jobs and responsibilities of owners/ contractor/ supplier • Contract Change Management
IX	Contracts & Financial Considerations <ul style="list-style-type: none"> • Managing and Mitigating Cost and Risk • Advanced Financial Considerations • Simplification of Contracts and Processes, including Streamlining Contracting • Benchmarking • Government Contracting / Public Procurement • Third Party Channels
X	Commercial Contracts & Dispute Management <ul style="list-style-type: none"> o Dispute Handling and Resolution o Contract Close Out o Penal Provisions, Damages for Delay and Incomplete Performance and Its Computation