

IDEA INTERNATIONAL

APPLIED INNOVATION
FOR NEW GOVERNANCE



UNIVERSITÉ
LAVAL

MASTERS CERTIFICATE IN PUBLIC PROCUREMENT MANAGEMENT



AN INTERNATIONAL NETWORK OPERATING IN THREE LANGUAGES
AN INTEGRATED APPROACH OF TRAINING,
TECHNICAL SUPPORT AND DECISION SUPPORT TOOLS
A WORKING EXPERIENCE IN 63 COUNTRIES
INNOVATIVE PRODUCTS

MASTERS CERTIFICATE IN PUBLIC PROCUREMENT MANAGEMENT

OBJECTIVE

This graduate level certification offered in partnership with University Laval and IDEA International Institute aims to increase your capacity for analysis and synthesis and to improve your knowledge of the public procurement management cycle and competencies in public procurement procedures and reform process.

TARGET AUDIENCE

This graduate level certification is intended for you, managers and officials involved in the public procurement cycle in the public sector at national and sub-national levels, as well as for you, professionals from development agencies and international organisations that are involved in public procurement reform.

To participate, you must have a first degree in public administration, economics, public finance or any related field. You should also have at least three (3) years of professional experience in the public sector or in procurement in projects.

STRUCTURE OF THE PROGRAM

This program includes 3 modules:

Certification 1: Organisation and Management of Contracts

Certification 2: Procedures of Public Procurement

Certification 3: Monitoring and Evaluation of Public Procurement (Option A)

Certification 4: Procedures of Public Procurement

To obtain this certification, you have to complete three (3) out of the four (4) certifications offered. The first and second certifications are mandatory and you can choose between Certification 3 and Certification 4 to complete the training cycle. Certification 3 prepares you to conduct monitoring and evaluation of public procurement. Certification 4 will prepare you to master the norms of control and audit of public procurement.

Each certification has a duration of 60 hours (2 weeks) of course work and working group assignments as well as 7 hours of readings, and a final individual integration project; to total 201 hours for the entire University Certification. The length of each certification is two (2) weeks full time in a face to face session. To obtain the graduate certification, participants will have to obtain at minimum pass of 60% in the two individual evaluations, evaluations of 3 or 4 group works, and in the individual integration project. Participants that fail to obtain the pass mark for each of the modules will receive a certificate of participation and not the University Certificate.

Although it is possible to attend each certification independently, it is recommended to start with certification 1 in order to maximise on learning.

For more details about our training program,
please send a message to
idea@idea-international.org



A participant interested in obtaining University credits for the Masters programme in Organisational Development of the University Laval will have to complete in addition to the 201 hours, an in-depth integration project of 70 hours supervised by a professional of the Institute or by a lecturer of the University Laval. The project will be evaluated and the candidate will have to show the capacity to integrate the content of the three modules.

The training gives opportunity to participants to familiarise with IDEA-SOLUTIONS® applications A4R® and M4R® developed by the IDEA solutions branch of the Institute to facilitate the diagnostic and monitoring of results-based public procurement.

CERTIFICATION 1

Organisation and management of contracts

- Contract management in the context of Results-Based Management (RBM): positioning contract management in the RBM cycle.
- Diagnostic of the contract management system: rapid and participatory diagnostic of the contract management system, identification and prioritisation of bottlenecks, action plan for the improvement of the contract management system.
- International fundamentals of public procurement: basic principles and organisational aspects, legal framework, Paris and Tunis Declarations.
- Typical regional and national directives.
- Directives of international institutions: World Bank, regional development banks, and European Union.
- Delegation in public contracts: delegated project management, project management assistance.
- Contract: elaboration, content and negotiation.
- Contract management: modifications, addendum, guarantees and termination.
- Litigation management.
- Monitoring of contracts.

CERTIFICATION 2

Procedures of Public Procurement

- Public procurement in the context of Results-Based Management (RBM): positioning public procurement in the RBM cycle.
- Diagnostic of public procurement procedures: rapid and participatory diagnostic of public procurement procedures, identification and prioritisation of bottlenecks and plan of action to improve current procedures.
- Procurement procedures: elaboration of tender documents, specifications, Terms of Reference, Expression of Interest, and Request for Proposals, selection of consultants and negotiations.
- Adapted procedure tender, competitive dialogue and reverse auction.
- Public private partnership.

CERTIFICATION 3

Monitoring and Evaluation of Public Procurement (Option A)

- Monitoring-evaluation for public procurement in the context of Results-Based Management (RBM): positioning public procurement monitoring-evaluation in the RBM cycle .
- Diagnostic of the monitoring system for public procurement: OECD/DAC indicators, other indicators , rapid and participatory diagnostic of the monitoring and evaluation system for public procurement, identification of bottlenecks, and action plan to improve the public procurement monitoring and evaluation systems.
- Planning and integration of procurement in the public expenditure cycle: public procurement plan and budget.
- Procurement monitoring and evaluation: selection of indicators and performance measurement framework, institutional framework for public procurement monitoring and evaluation, process of evaluation preparation and planning (case of OECD evaluations), implementation of an evaluation of the public procurement system: procurement electronic monitoring system.
- Dematerialisation of public procurement.

CERTIFICATION 4

Control and Audit of Public Procurement (Option B)

- Control of public procurement in the context of Results-Based Management (RBM): positioning public procurement control in the RBM cycle.
- Diagnostic of the public procurement control system: rapid and participatory diagnostic of the procurement control system, identification and prioritisation of bottlenecks and medium term action plan to improve control and audit of public procurement.
- Regulation of control of public procurement: control body, norms and references.
- Control and audit of public procurement: administrative and budgetary control of public procurement, control of public procurement management, risks in management of public procurement : budgetary risks and management risks, control and review mission for public procurement, writing of terms of reference for an audit mission of public procurement, audit methodology, content of an audit report, audit of the public procurement system : actors and procedures; evaluation of national conditions for public procurement, audit of tendering and contracting, audit of technical and financial implementation.
- Ethics in public procurement: system of prevention of fraud in the public procurement, governance and organisation for fighting against fraud and corruption.



YOU MAY REGISTER FOR OUR TRAININGS

1

ONLINE

by completing the form registration
at the following address:

www.idea-international.org

2

BY E-MAIL

by writing us at the address below:

idea@idea-international.org
formations@idea-international.org

3

BY FAX

by sending the registration form included
in this brochure at the number below:

+1 418 266-1225

