

Training Schedule for Project Management, Procurement and Contract Administration

Module -I Project Management

Course Duration: 12 hours

S.N	Time	Topic	
Day-1			
	9:00 -10:00	Inauguration Session	
1.	10:00 - 11:30	Project Planning & Impact on Construction management	
2.	11:30 -1:00	Project Lifecycle Phases	
	1:00 -2:00	Lunch Time	
3.	2:00-3:30	Project Scheduling & Delay Management in Project Construction	
4.	3:30- 5:00	Project Financing, Cost Control & Financial Management in Project	
Day-2			
5.	10:00 - 11:30	Fundamentals of Quality Control and Quality Assurance and Its Association with Project Management (Civil Works)	
6.	11:30 -1:00	Importance of Stakeholder consultation and its Impacts on project schedules	
	1:00 -2:00	Lunch Time	
7.	2:00-3:30	Major Challenges in Projects Construction and Management	
8.	3:30- 5:00	Major Causes of Failure in Project Management - Group work	

Module -II Procurement

Course Duration: 15 hours

S.N	Time	Topic	
Day-3			
9.	10:00 - 11:30	Procurement Principles and Laws in Nepalese context	
10.	11:30 - 1:00	Procurement Plan	
	1:00 -2:00	Lunch	
11.	2:00-3:30	Major Consideration during drafting of Procurement Documents for Services Procurement	
12.	3:30- 5:00	Contract Type & Selection Criteria (PPMO, FIDIC, Private)	
13.	10:00 - 11:30	Major Consideration during drafting of Procurement Documents for Works Procurements	
14.	11:30 - 1:00	Major Consideration during drafting of Procurement Documents for Goods Procurements	

S.N	Time	Topic	
	1:00 -2:00	Lunch	
15.	2:00-3:30	Bid Data Sheet, and Evaluation & Qualification Criteria	
16.	3:30- 5:00	Bid Evaluation Methods	
17.	10:00 - 11:30	Public Private Partnership Model of Project Development	
18.	11:30 - 1:00	Case Presentation (Upper Tamakoshi)	
	1:00 -2:00	Lunch	
19.	2:00-3:30	Role and Responsibilities of Employer consultant and contractor	
20.	3:30- 5:00	Case Presentation (Rasuwagadi HEP) Bheri Babahi	
		Day-6	
21.	10:00 - 11:30	Provision of Insurance in Bid Documents and Contract Agreement and Insurance Policy	
22.	11:30 - 1:00	Contractor's mobilization	
	1:00 -2:00	Lunch	
23.	2:00-3:30	Case Presentation (Flyover) Chameliya HEP	
24.	3:30- 5:00	Managing Price Adjustment, Variations and Claims	
		Day-7	
25.	10:00 - 11:30	Arbitration and Disputes settlement mechanism	
26.	11:30 - 1:00	Project Handover and Closeout Plan	
	1:00 -2:00	Lunch	
27.	2:00-3:30	Role of Oversight Agencies in Nepal: Ensuring Accountability in Project Delivery	