

Scotland Excel

Procurement

Introduction to Strategic Public Procurement

Date and Location

Wednesday 25 September 2019, 10am-4pm (1 day)
Scotland Excel, Renfrewshire House, Paisley

Aim and Outcomes

This workshop sets out the fundamentals of public procurement tendering in Scotland and the basic procurement processes including candidate selection and tender evaluation, sustainability and social value and frameworks and call offs.

By the end of this workshop learner will be able to describe:

- the basic legal and policy landscape
- the fundamentals of candidate selection and tender evaluation, sustainability and social value and frameworks and call offs

Practice Workshop Content

- What is public procurement?
- The Procurement Journey and its relevant guidance and templates
- The legal and policy procurement landscape in Scotland
- The main sections of a contract notice, the ESPD (Scotland) and an Invitation to Tender
- The fundamentals of framework agreements and call-offs
- The fundamentals of incorporating sustainability and social value into public sector procurements
- Basic tender evaluation methodologies
- An introduction to corruption during the procurement life-cycle
- An introduction to tenderer debriefing

Methodology

This workshop is delivered by an experienced Scotland Excel tutor who has significant experience across various disciplines within the Scottish public sector context. Course delivery is via work-based learning and by focusing on practical examples, case-studies and activities, the skills derived from which can be applied immediately within your candidates' roles.

How much does it cost?

A full-day Practice Workshop costs £150 per learner for local authority members of Scotland Excel, £165 for associate members and £180 for other public sector organisations.



**The
Academy**



Essential Information

What are Practice Workshops?

A series of non-accredited, non-assessed work-based-learning workshops delivered by Scotland Excel's award-winning Academy in:

- Scottish public sector procurement
- leadership and management
- coaching and mentoring

Each workshop will generally comprise:

- 1-4 hours of preparatory work prior to participating in the workshop, such as accessing recommended reading and video content and participating in discussion forums on the Academy's online platform
- 5-7 hours of classroom-based learning, structured so that learning can be utilised immediately within the workplace

Both preparatory work and workshop attendance will count towards the learner's commitment to Continuing Professional Development (CPD).

Who are the Practice Workshops aimed at?

Public sector staff who are keen to build on their public procurement, leadership and management and coaching and mentoring skills.

Where will they be delivered?

Each workshop will be delivered within the Scotland Excel office in Paisley. However, if required and demand dictates we are more than happy to deliver at locations outwith.

Why Scotland Excel?

Scotland Excel is the Centre of Procurement Expertise for Scotland's local government sector, an established SQA and CMI Approved Centre, a CMI Chartered Manager Assessment Centre and the sole provider to the Scottish public sector of the CIPS Corporate Award. Our overarching aim is to further drive professionalism in the Scottish public sector by delivering our courses through a work-based learning methodology.

These Practice Workshops are supported by our award-winning Scotland Excel Academy, which enhances interactive learning experiences. Therefore, these Practice Workshops provide a great introduction into what we can offer learners in their ongoing self-development journey.

How do I register?

Register your place, express an interest, or request further information by contacting helene.holden@scotland-excel.org.uk or telephone 0141 618 7436.

