

P20 - INTRODUCTION TO ICT PROCUREMENT

LEVEL

Awareness / Practitioner

DURATION

1 day

METHOD

Training Course

OVERVIEW

The course provides an overview of aspects of procurement and contract management which are unique to ICT services and projects.

AUDIENCE & FORMAT

This course is for those wishing to gain or refresh knowledge of ICT procurement. It is particularly useful for those who are relatively new to ICT procurement. The content is presented by a trainer and supported by illustrative case studies and group work. Training notes are supplied for reference.

OUTCOMES

On completion of this course attendees will:

- Understanding of the unique aspects of ICT procurement and contract management.
- Understanding of the role of ICT procurement in wider business process re-engineering.
- Able to identify the risks commonly associated with ICT software and systems projects and how these can be addressed through procurement and contract management processes.

COURSE CONTENT

- Overview of software and systems in terms of scale, scope, risks, markets and licence arrangements.
- IT as a business process enabler including impacts on operational processes and practice.
- Standard product or bespoke service
- Advantages and disadvantages of open source software
- Commonly occurring risks including examples of major public and (where available) private sector IT projects
- Best practice IT procurement process and supporting tools including an overview of Scottish Government recommended procurement and related project management process, and contractual models.
- Ensuring sound governance and stakeholder engagement in major IT enabled change management programmes
- An overview of outsourcing and impacts on people e.g. TUPE regulations
- Understanding business need and managing key relationships both internally and externally

LINKED COURSES

- ICT category knowledge
- Contract law and Ts & Cs
- Contract management
- Supplier management
- Risk management

PROCUREMENT JOURNEY

- Zone A (develop strategy)
- Zone C (contract implementation)
- Zone C (supplier management)

