



External Training Course

Advanced Contract and Project Management

From 27 Oct. 2025 To 31 Oct. 2025

From 24 Nov. 2025 To 28 Nov. 2025

From 29 Dec. 2025 To 02 Jan. 2026

Eurostars Central Hotel, Madrid, Spain

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External Training Course:

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Fees: 2500 KD

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Course Overview

This intensive 5-day program is designed to enhance participants' knowledge and skills in the integrated management of contracts and projects from initiation to close-out. It provides an advanced understanding of the legal, commercial, and managerial aspects that drive successful project delivery and contract performance. Participants will explore best practices in project planning, procurement strategies, risk mitigation, contract negotiation, performance monitoring, dispute resolution, and contract close-out. The course emphasizes the critical link between contract management and project management — ensuring projects are executed efficiently, within budget, and in full compliance with contractual obligations. Through a blend of theory, case studies, and practical exercises, participants will develop a robust capability to handle complex contractual environments and lead projects to success.

Course Objectives

By the end of this course, participants will be able to:

- Understand the advanced principles of contract and project management integration.
- Apply risk-based approaches to contractual planning, negotiation, and execution.
- Manage contractual obligations, variations, and claims effectively.
- Align contract deliverables with project objectives and performance metrics.
- Utilize project governance and control mechanisms to ensure compliance and success.
- Handle contract disputes and apply effective conflict resolution techniques.
- Enhance leadership and communication skills in managing contract stakeholders.
- Ensure proper documentation, auditing, and contract close-out for project completion.

Target Audience

This program is ideal for professionals involved in contract and project delivery, including:

- Project Managers and Project Engineers.
- Contract Administrators and Managers.
- Procurement and Supply Chain Professionals.
- Legal Advisors and Consultants.
- Project Sponsors and Senior Executives.
- Commercial and Financial Managers.
- Construction, Oil & Gas, Energy, and Infrastructure Professionals.

Training Methodology

The course employs an interactive approach that blends advanced presentations, real-life case studies, role plays, group discussions, and simulation exercises. Participants will work on sample contracts, project scenarios, and performance evaluations. Practical examples from various industries will be used to ensure direct application of the concepts in the participants' workplace.

Organizational Impact

Upon completion of this training, organizations will benefit through:

- Improved project delivery performance and contract outcomes.
- Reduced cost overruns, schedule delays, and disputes.
- Strengthened governance and compliance with legal and commercial standards.
- Enhanced collaboration between contract, procurement, and project teams.
- Better negotiation leverage and supplier relationship management.
- Improved ability to manage risks, variations, and claims effectively.

Personal Impact

Participants will gain:

- Deep understanding of contract–project management integration.
- Confidence in handling complex project and contract scenarios.
- Skills to negotiate, manage, and close contracts successfully.
- Competence in applying project control tools and risk frameworks.
- Enhanced career development through advanced professional capability.
- Recognition as a key contributor to organizational project success.

Course Contents & Outline

Day 1: Advanced Principles of Contract and Project Management

- Relationship between project and contract lifecycles.
- Advanced contract structures and project delivery models.
- Key roles and responsibilities of stakeholders.
- Legal frameworks and standard forms of contract (FIDIC, NEC, etc.).
- Case study: Contractual strategies in major engineering projects.

Day 2: Contract Planning, Risk Management, and Procurement Strategy

- Pre-award planning and procurement processes.
- Risk allocation and mitigation strategies.
- Tender evaluation, negotiation, and award process.
- Developing robust contract clauses and KPIs.
- Practical exercise: Preparing a risk-based procurement plan.

Day 3: Contract Execution and Project Performance Management

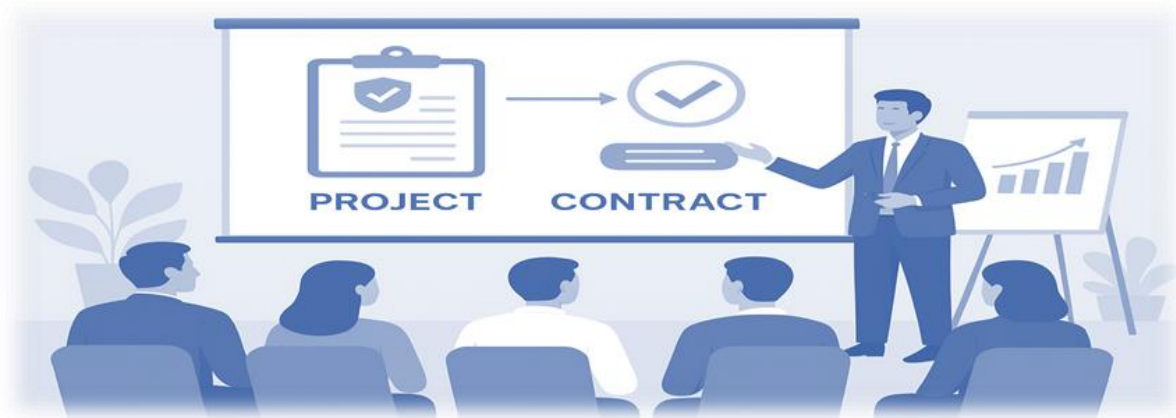
- Post-award contract administration and project controls.
- Managing changes, variations, and claims.
- Performance monitoring, progress reporting, and compliance tracking.
- Managing contractors, suppliers, and third parties.
- Group activity: Handling contract deviations and scope changes.

Day 4: Dispute Prevention, Resolution, and Contract Close-Out

- Common causes of contract disputes in projects.
- Early warning systems and conflict management techniques.
- Claims management, mediation, and arbitration procedures.
- Documentation and close-out best practices.
- Case study: Lessons learned from failed projects and contracts.

Day 5: Leadership, Governance, and Continuous Improvement

- Strategic governance in project and contract management.
- Building high-performing contract/project teams.
- Effective communication and negotiation leadership.
- Integrating lessons learned into future contracts and projects.
- Final workshop: Developing a project–contract management improvement plan.



Course Agenda:

(1st Day) Agenda

8.30	9.00	Opening Remarks (30 Min.).
9.00	11.30	<u>Discuss the main points of the training course:</u> • Advanced Principles of Contract and Project Management. • Contract Planning, Risk Management, and Procurement Strategy. • Contract Execution and Project Performance Management. • Dispute Prevention, Resolution, and Contract Close-Out. • Leadership, Governance, and Continuous Improvement.
11.30	12.00	Coffee Break
12.00	14.00	<u>Advanced Principles of Contract and Project Management:</u> • Relationship between project and contract lifecycles. • Advanced contract structures and project delivery models. • Key roles and responsibilities of stakeholders. • Legal frameworks and standard forms of contract (FIDIC, NEC, etc.). • Case study: Contractual strategies in major engineering projects.
14.00	14.30	Questions and Discussion
14.30		Buffet Lunch

(2nd Day) Agenda

9.00	11.30	<u>Contract Planning, Risk Management, and Procurement Strategy:</u> • Pre-award planning and procurement processes. • Risk allocation and mitigation strategies. • Tender evaluation, negotiation, and award process.
11.30	12.00	Coffee Break
12.00	14.00	<u>Contract Planning, Risk Management, and Procurement Strategy:</u> • Developing robust contract clauses and KPIs. • Practical exercise: Preparing a risk-based procurement plan.
14.00	14.30	Questions and Discussion
14.30		Buffet Lunch

(3rd Day) Agenda

9.00	11.30	<u>Contract Execution and Project Performance Management:</u> • Post-award contract administration and project controls. • Managing changes, variations, and claims. • Performance monitoring, progress reporting, and compliance tracking.
11.30	12.00	Coffee Break
12.00	14.00	<u>Contract Execution and Project Performance Management:</u> • Managing contractors, suppliers, and third parties. • Group activity: Handling contract deviations and scope changes.
14.00	14.30	Questions and Discussion
14.30		Buffet Lunch

(4th Day) Agenda

9.00	11.30	<u>Dispute Prevention, Resolution, and Contract Close-Out:</u> • Common causes of contract disputes in projects. • Early warning systems and conflict management techniques. • Claims management, mediation, and arbitration procedures.
11.30	12.00	Coffee Break
12.00	14.00	<u>Dispute Prevention, Resolution, and Contract Close-Out:</u> • Documentation and close-out best practices. • Case study: Lessons learned from failed projects and contracts.
14.00	14.30	Questions and Discussion
14.30		Buffet Lunch

(5th Day) Agenda

9.00	11.30	<u>Leadership, Governance, and Continuous Improvement:</u> • Strategic governance in project and contract management. • Building high-performing contract/project teams. • Effective communication and negotiation leadership.
11.30	12.00	Coffee Break
12.00	14.00	<u>Leadership, Governance, and Continuous Improvement:</u> • Integrating lessons learned into future contracts and projects. • Final workshop: Developing a project–contract management improvement plan.
14.00	14.30	Questions, Discussion & Conclusion Training Course.
14.30		Buffet Lunch