

Webinar on

How to Write Contracts for Procurement Professionals

Learning Objectives

- Vendor terms to avoid*
- Terms for you to include*
- How to Amend/Renew a Contract*
- How to manage a Contract*

Areas Covered

- Drafting a Contract*
- Scope of Work*
- Payment Terms*
- Term Dates & Renewals*
- Necessary Clauses*
- Contract Administration*
- Course Level-Intermediate*
- Who Should Attend*
- Purchasing Agents*
- Buyers*
- Contract Managers*
- Contract Officers*



This program will cover drafting a contract with the next steps in finalizing an award from a Bid or RFP.

PRESENTED BY:

Ken Jones has been working in the public and non-profit procurement field for 30 years. He worked for the New York State Office of Taxation and Finance as a Purchasing Assistant from 1985-87 and left there to work for the University at Albany, SUNY where he served as a Purchasing Agent and in 1999 was the Assistant Director supervising and providing training for the Office of Purchasing and Contracts.



On-Demand Webinar

Duration : 90 Minutes

Price: \$200

Webinar Description

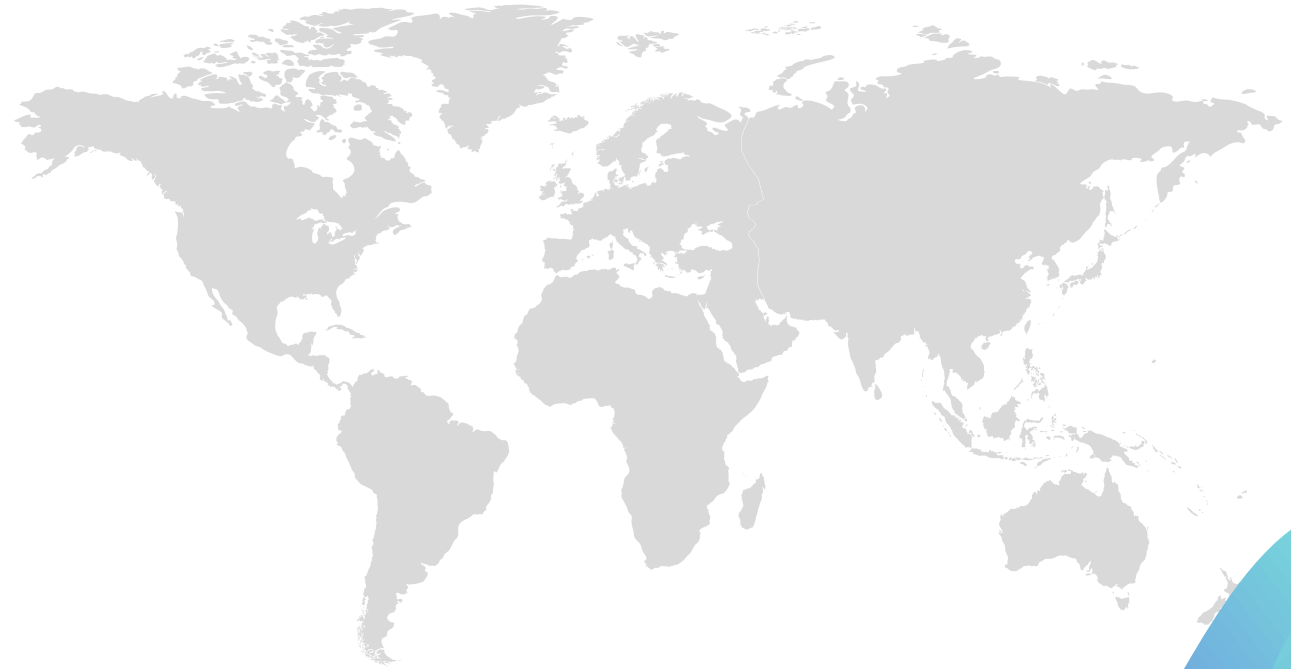
This program will cover drafting a contract with the next steps in finalizing an award from a Bid or RFP.

Learn terms that may impact your contract and your employer. Get a head start on what to look out for in a common vendor agreement. Discover what terms to include to strengthen the position of your company or agency. Gain an understanding of what terms may be considered deal breakers vs. a business decision. Receive information on the importance of terms to be used to prevent being held hostage by an underperforming vendor under contract.



Who Should Attend ?

Purchasing Agents
Buyers
Contract Managers
Contract Officers



To register please visit:

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