Optimizing Subcontract and Supplier Performance Training Course

28 Dec 2026 - 01 Jan 2027

Cape town

4600 € (Per Person)

Ref: #CM7377_294528

Course Introduction / Overview:

Effective subcontract and supplier performance management is a critical pillar of modern supply chain success, directly impacting project timelines, budget adherence, and overall quality. This comprehensive training course is designed to equip professionals with the strategic skills and tactical knowledge required to manage the entire subcontract lifecycle, from initial sourcing to final closeout. Moving beyond traditional procurement, the curriculum delves into the nuanced arts of supplier relationship management (SRM), risk mitigation, and performance optimization. As highlighted by renowned expert Dr. Arjan J. van Weele in his seminal work, "Purchasing and Supply Chain Management," the shift towards strategic partnerships with suppliers is essential for competitive advantage. This program, offered by BIG BEN Training Center, provides a structured framework for developing robust supplier evaluation criteria, negotiating favorable terms, and implementing effective key performance indicators (KPIs). Participants will learn to proactively identify potential issues, manage contract variations, and resolve disputes efficiently, ensuring that suppliers not only meet but exceed contractual obligations. This course transforms subcontract management from an administrative task into a strategic function that drives value and innovation for the organization.

Target Audience / This training course is suitable for:

- Contracts Managers and Administrators.
- Procurement and Purchasing Professionals.
- Supply Chain and Logistics Managers.
- Project Managers and Project Engineers.
- Commercial Managers.
- Vendor and Supplier Relationship Managers.
- Legal and Compliance Officers involved in procurement.
- Finance Professionals responsible for project costing.
- Operations Managers overseeing outsourced services.

Target Sectors and Industries:

- Construction and Engineering.
- Manufacturing and Industrial Production.
- Aerospace and Defense.
- Oil, Gas, and Energy.
- Information Technology and Telecommunications.
- Pharmaceuticals and Healthcare.
- Government Agencies and Public Sector Undertakings.
- Logistics and Transportation.
- Retail and Consumer Goods.

Target Organizations Departments:

- Procurement and Purchasing Department.
- Contracts Management Department.
- Supply Chain Management.
- Project Management Office (PMO).
- Legal Department.
- Finance and Accounting.
- Operations Management.
- Quality Assurance and Control.
- Engineering and Technical Services.

Course Offerings:

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

- Develop a strategic framework for subcontracting and supplier selection.
- Master the techniques for drafting clear and comprehensive subcontract agreements.
- Implement robust supplier performance metrics and key performance indicators (KPIs).
- Conduct effective negotiations to achieve favorable terms and conditions.
- Build and maintain strong, collaborative supplier relationships.
- Identify, assess, and mitigate risks throughout the subcontract lifecycle.
- Manage contract changes, claims, and variations effectively.
- Administer the subcontract closeout process with precision and compliance.
- Resolve disputes and conflicts with suppliers professionally.
- Ensure full compliance with legal and regulatory requirements.

Course Methodology:

The training methodology at BIG BEN Training Center is designed to be highly interactive, practical, and engaging, ensuring that participants can immediately apply their learning in the workplace. We employ a blended learning approach that combines expert-led presentations with a variety of hands-on activities. The course heavily features real-world case studies, allowing participants to analyze complex subcontracting scenarios and develop effective solutions. Group discussions and collaborative workshops encourage the sharing of experiences and best practices among peers from diverse industries. Role-playing exercises, particularly in modules covering negotiation and dispute resolution, provide a safe environment to practice and refine critical communication skills. Participants will also engage in practical exercises such as developing supplier scorecards, drafting key contract clauses, and creating risk mitigation plans. Continuous feedback is provided by the instructor throughout the sessions, fostering a supportive and dynamic learning environment. This participant-centered approach ensures a deep understanding of the concepts and builds confidence in managing subcontract and supplier performance challenges.

Course Agenda (Course Units):

Unit One: Foundations of Subcontract and Supplier Management

- The Strategic Role of Subcontracting in the Supply Chain.
- Understanding the Procurement and Subcontracting Lifecycle.
- Types of Subcontracts (Fixed-Price, Cost-Reimbursable, T&M).
- Key Legal Principles and Contractual Frameworks.
- Defining Clear Scope of Work (SOW) and Specifications.
- Ethical Considerations in Procurement and Supplier Dealings.
- The Interplay Between Prime Contracts and Subcontracts.

Unit Two: Strategic Sourcing and Subcontractor Selection

- Developing a Strategic Sourcing Plan.
- Market Analysis and Identifying Potential Suppliers.
- The Pre-Qualification and Vetting Process for Subcontractors.
- Crafting Effective Requests for Proposal (RFP) and Quotation (RFQ).
- Establishing Robust Supplier Evaluation and Selection Criteria.
- Conducting Due Diligence and Assessing Supplier Capabilities.
- Finalizing the Bidders List and Awarding the Subcontract.

Unit Three: Subcontract Negotiation and Administration

- Fundamentals of Effective Negotiation Strategy and Tactics.
- Understanding and Negotiating Key Contract Clauses (Indemnity, Liability, Payment).
- Techniques for Price and Cost Analysis.
- Managing the Subcontract Kick-off and Mobilization Phase.
- Day-to-Day Subcontract Administration and Communication Protocols.
- Documentation, Record Keeping, and Correspondence Management.
- Administering Payments, Invoicing, and Financial Controls.

Unit Four: Supplier Performance and Relationship Management (SRM)

- Developing and Implementing Key Performance Indicators (KPIs).
- Creating and Using Supplier Performance Scorecards.
- Conducting Formal Supplier Performance Reviews and Audits.
- The Principles of Strategic Supplier Relationship Management (SRM).
- Building Collaborative and Trust-Based Supplier Partnerships.
- Techniques for Managing Underperforming Suppliers.
- Incentivizing Performance and Fostering Continuous Improvement.

Unit Five: Risk, Compliance, and Subcontract Closeout

- Identifying and Assessing Subcontract-Related Risks.
- Developing and Implementing Risk Mitigation Strategies.
- Managing Change Orders, Variations, and Claims.
- Strategies for Dispute Avoidance and Resolution.
- Understanding Termination Clauses and Procedures.
- The Formal Subcontract Closeout Process and Checklist.
- Final Account Settlement and Release of Liabilities.

FAQ:

Qualifications required for registering to this course?

There are no requirements.

How long is each daily session, and what is the total number of training hours for the course?

This training course spans five days, with daily sessions ranging between 4 to 5 hours, including breaks and interactive activities, bringing the total duration to 20 - 25 training hours.

Something to think about:

In an era of increasing supply chain volatility, how can organizations shift from a purely transactional supplier relationship to a strategic partnership to foster resilience and innovation?

What unique qualities does this course offer compared to other courses?

This course distinguishes itself by offering a holistic and strategic perspective on subcontract and supplier management, moving far beyond the administrative confines of traditional procurement training. While other courses may focus narrowly on contract law or negotiation tactics, this program integrates these elements into a comprehensive framework that includes strategic sourcing, robust performance management, and collaborative supplier relationship management (SRM). The curriculum is uniquely designed to bridge the gap between theory and practice, emphasizing the application of concepts through real-world case studies, interactive simulations, and practical exercises. It addresses the complete lifecycle of a subcontract, from its inception as a strategic need to its formal closeout, ensuring participants understand the critical interdependencies at each stage. Furthermore, the course places a significant emphasis on proactive risk mitigation and value creation, teaching participants not just how to manage contracts, but how to leverage supplier capabilities as a source of competitive advantage. The focus is on developing strategic thinkers who can build resilient, high-performing supply chains rather than just administrators who process paperwork.