

Frequently Asked Questions

Contract Management

Contract Management is the hub on which change, risk, project management, demand changes and category management all rest. We've been tracking the most **frequently asked questions** from buyers and suppliers, collated from our training courses, webinars and networking events. Principal Procurement Consultant **Eddie Regan** offers answers below.



Q Is Contract Management really that important?

A Good management of contracts helps to identify any areas of improvement and potential savings. It can also deliver long-term benefits for organisations and prevent unintended modifications to contracts during their term.

Q I understand life cycle principles, but how can contract management help with that?

A Understanding the life cycle of a contract can help in drafting future specifications. Buyers who manage the contract life cycle will often build additional costings into their pricing model, to ensure that there are no hidden extras later in the contract.

Q What are the key areas I need to consider?

A There are three main areas to contract management: service delivery management, which ensures the authority gets what it's paying for; relationship management, which should aim to minimise any problems; and contract administration, which handles the governance of the contract and any changes.

Q Doesn't this just create more work for the procurement department?

A Not necessarily. It depends on what contracts are managed and in what fashion. It isn't just high value contracts that will be managed; in some instances, lower value, business-critical contracts will be just as tightly managed.

Q When should we start the process?

A You should look at your current contracts and identify the ones most appropriate for contract management processes and then start to manage them. The information you collate will help you with the retender of the contract.

Q The bonus question

How do I find out more?

A You can find out more by:

Spending a few days researching, a few days reading regulations, a few days reading case studies and a couple of days implementing all you discover into your daily working life.

Alternatively, you could: Learn about the entire procurement structure in one day at a scheduled PASS Training event.

Or, if there are a few people in your organisation who need to learn or want to refresh their knowledge, I can come to you and train you and your team in-house.

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Contract Management



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Consultant*

6
CPD
HOURS

This event is scheduled throughout the year in:

LONDON

BIRMINGHAM

MANCHESTER

GLASGOW

EDINBURGH

Visit the **PASS Events Diary** for dates, locations and the booking form



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Have a look at all our courses at **PASS Training** and then send me an **email** with your course choice, estimated numbers and when you'd like me to come and we'll send you a proposal.

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