



DATA SHEET

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procurement workshops

In the cycle of procurement, the execution of a contract is the beginning of the most significant activity – providing the goods and/or services. A focus on performance is common, but when additional value is expected from a relationship, how does a buyer judge the potential for such value to be realised?

PSI Asia Pacific has developed a two stage program of workshops that allows the potential relationship to be assessed in comparison to other tenderers, and then builds upon that assessment during the contract negotiation phase. PSI Asia Pacific will design, develop and facilitate procurement workshops to include the following:

- Linking identified risk to contract design.
- Identifying key factors in a relationship that need testing.
- Developing negotiation agenda and materials.
- Providing key stakeholders with the opportunity to contribute to the negotiation.
- Deriving workshop content from submitted tenders.
- Ensuring that key stakeholders are fully engaged.
- Anticipating negotiation and transitional hurdles.
- Profiling the performance framework of a contract to the strategic level.
- Increasing ownership of the negotiation outcomes in both parties.

To effectively conduct these activities, PSI Asia Pacific requires the client’s contextual information, access to the key stakeholders and the evaluation / tender materials driving the procurement process.

procurement & grants management

business case development

tendering management

grants management

contract performance management

tender & grants application assistance

probity & corporate management

probity advice & audit

compliance assessment

corporate governance review

corporate responsibility

business improvement

program & project evaluation

business process review

solution implementation

cost models and financial analysis



relationship principles

The key to making these procurement workshops work is the application of the five principles of relationship building. PSI Asia Pacific uses these principles when designing the workshops, and ensures that the scenarios and activities are consistent with the ability of the parties to apply these principles:

- Show empathy for the other party in business dealings.
- Be courteous to ensure engagement.
- Elicit information through open enquiry.
- Express a genuine interest in what is being said.
- Show respect and through that build rapport.

scenario based activities

Procurement processes can suffer from being detached from reality, where regulation, legislation and process are inhibitors to finding of the best value for money solution. PSI Asia Pacific uses scenario-based techniques to temporarily separate the evaluators from the process, and to more effectively engage with the potential service provider/s. These scenarios are designed to provide a feeling of reality and activities of interest. Example scenarios are as follows:

- A meeting of the board of governance that will exist once the contract is in place.
- A meeting to determine solutions to unmitigated risks.
- A meeting between parties to define the requirement in a contract schedule.
- An exercise utilising small groups required to solve problems of the type possible under contract.
- A project team meeting required to plan the transition-in of a service and the service provider.

PSI Asia Pacific’s facilitation varies depending upon the scenario, but ultimately PSI Asia Pacific will control the pace of the workshop, the agreed agenda, and provide a record of the results obtained. It is important to note that the pre and post-evaluation workshops experience a very different level of engagement, due to the proximity of contract, and accordingly their design and facilitation is of a different style.



For more information on how PSI Asia Pacific can assist in your Procurement Alignment process, please contact us through our website: www.psiasiapacific.com.au or email us at psi@psiasiapacific.com.au

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