



Procurement Training for Government Suppliers

Doing Business with the Public Sector.

Background

The effective engagement of the private sector in public procurement is absolutely imperative for a country with a growing economy as it is a powerful instrument of generating job opportunities as major players in the economy. The ESPPRA is tasked with operationalizing the Procurement Act, 2011 which seeks to establish a system that will promote more diverse private sector participation through fair and nondiscriminatory treatment of tenderers and to develop the economic capacity in Eswatini through the provision of opportunities for Swazi companies to participate in public procurement. The Act further mandates the Agency to promote measures to facilitate participation of Swazi companies in public procurement and to coordinate and promote capacity building and professional development in the public procurement system.

UNISWA/ESPPRA Partnership

Building on previous successful stakeholder interventions on public procurement, through the Service Level Agreement contract signed between ESPPRA and UNESWA CTC, the partners plan to conduct a Government supplier's training on public procurement.

Course structure

The Government suppliers' training short course will be a **two (2) days** course that will be held from the **2nd August to 3rd August 2022**. The training aims to introduce Suppliers on the country's public procurement legal framework, best practices in public procurement and government tendering processes.

Target Audience

The course is designed for all private sector companies that currently supply and provide services to Public Entities and those that aspire to do so in the future. More specifically the training would benefit company personnel that are often tasked with completing tender documents and managing the company's legal affairs.



Course Fee

This two-day course will cost **E3, 550.00 per participant**. This fee covers tuition, meals (morning tea and lunch), training material in the form of PowerPoint hand outs and notes, as well as the Procurement Act.

Course Outline

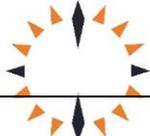
This course will cover the following themes;

- Supplier rights in government tendering
- The government tendering process
- Strategies for withstanding competition in the market
- Supplier positioning for public sector tenders
- Critical factors in costing and pricing tenders
- Preparing a winning bid
- Important aspects of contract performance
- Anti-competitive trade agreements/ practices
- Ethics and compliance in government tendering

Training curriculum

The training will cover the scope presented in the table below:

Instructional Unit	Day
<p>The role of the legal framework in Public Procurement</p> <ul style="list-style-type: none"> • The roles of ESPPRA in public procurement • Supplier eligibility • The right to review <p>Impact of unethical behavior in procurement</p> <ul style="list-style-type: none"> • Ethics in the Public Procurement process • Supplier suspension • Procurement fraud and corruption <p><i>Feedback and Discussions</i></p> <p>The government tendering process</p> <ul style="list-style-type: none"> • Accessing tender opportunities in public procurement • The government tendering process • Tender evaluation procedures 	1



ESPPBA
Feedback and Discussion
Supplier experiences in tendering for government entities



UNIVERSITY OF ESWATINI

Developing a winning tender document

- Strategies for withstanding competition in the market
- Supplier positioning for tenders
- How to prepare a winning bid?
- Critical factors in costing and pricing tenders
- Check lists on documents to be included in the tender
- Deciding on tendering alone or Joint Venture
- Compilation and Finalization of the tender documents

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Important aspects of contract performance

- Performances security and required insurances
- Important aspects of contract performance

Feedback and Discussions

Anti- Competitive trade practices

- Anti-competitive trade agreements/ practices
- Agreements between firms operating at different levels of the economy

Feedback and Discussions

Personal development

- Financial Goal Setting and Money Management

Feedback and Discussions