

CONTRACT management

October 14 - 18, 2019



Executive Education
Indian Institute of Management Ahmedabad

Contract Management

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Businesses happen through domestic and international contracts. Contracts can be public or private; consumer or b2b; for sale or service; short term or long term; vertical or horizontal; and online or of line. A company or government undertaking has hundreds of vendors, suppliers, importers and service providers, it contracts with. A business entity contracts with business partners, associates, distributors and exporters for selling its goods and services. The government does infrastructure development, including highways, electricity, telecommunications, airports, mines and minerals, and railways through tender and award of contracts.

In contracting, several practices are converging. One, the businesses are now marked by specialization, outsourcing and integration. This has led to a business entity getting into numerous and different kinds of contracts. Managers are mostly managing contracts. Two, for each kind of business activity, standard contract terms have emerged, called the General Conditions of Contract (GCC). This has brought efficiencies by reducing the transaction costs but also led to 'take-it-or-leave it' approach to business. Three, the electronic medium has greatly facilitated contracting through exchange of emails, online platforms, e-stores, e-auction and e-tender. Four, computer software is automating contracting itself between business partners. The digital medium, however, has also exponentially increased the risk and liabilities arising from inadvertent mistakes.

Success of a business depends on the capacity of its executives to resourcefully perform contracts. This brings efficiencies, enhances quality, expedites projects and saves resources. On the other hand, contract failures lead to financial losses, delays, disruption of work, initiation of arbitration and litigation, loss of reputation, and other direct and consequential losses.

Objectives

A contract is formed on the standard contract terms or the General Conditions of Contract (GCC) by exchange of communications, auction or tender. The terms of the contract set the rights, duties and obligations of the parties. An integral part of managing the contract is negotiating the terms of the contract and performing the duties and obligations under the contract. The terms of GCC are legal and technical in nature and mostly inaccessible to managers. The objective of the programme is to develop a comprehensive understanding of the meaning and scope of the terms of the contract and make the terms readily accessible.

Programme Highlights

The programme will cover the following themes and contract terms:

- Formation of contract.
- Standard bid documents, tender and award of tenders.
- Online contracts, mistake and auctions.
- Breach and termination of contract.
- Impossibility of performance (force majeure clause).
- Forfeitures, loss and damages.
- Delays and liquidated damages.
- Risk, loss and indemnities.
- Condition, warranty, merchantability and quality of goods.
- Transportation, delivery, and Incoterms.
- Letters of credit, bank guarantee, and performance guarantee.
- Jurisdiction of courts, arbitration and dispute resolution.

- Confidentiality clauses and exemption/exclusion clauses.
- Contracts and taxation.

Pedagogy

The programme will employ a mix of case studies and discussion, participatory exercises, and lectures.

Participants' Profile

The programme is intended for all levels of managers, in the private and public sector organizations, in the departments including procurement, inventories, production, distribution, marketing, advertising, sales, finance, logistics and information systems. The sectors of industry are all inclusive, to illustrate, oil and natural gas, petroleum products, power, electricity, telecommunications, real estate, banking, construction, engineering goods, electronic goods, automobile manufacturing, consumer durables, drugs and pharmaceuticals, chemicals, cosmetics, aviation, broadcasting, healthcare, entertainment, transportation, and ports and infrastructure development.

Faculty

- **Pathak, Akhileshwar, Ph.D., Edinburgh**
Faculty Chair – Contract Management Professor Pathak has been researching, teaching, training and writing books in the field of law and contracts
Phone: +91-79-6632 4943
Email: akhil@iima.ac.in
- Guest Faculty would include a banker specializing in letters of credit, lawyer in arbitration and a taxation specialist.

Nominations and Inquiries

Nominations should reach the Executive Education Office latest by **September 30, 2019**. The last date for early bird discount is **September 23, 2019**.

Organizational sponsorship is generally required, but can be waived in case the participant is likely to gain significantly from the programme for personal improvement or greater job effectiveness.

All nominations are subject to review and approval by the programme faculty (usually after the due date for receiving nominations). A formal acceptance letter will be sent to selected nominees accordingly. Nominees are requested to make their travel plans only after receiving the acceptance letter.

For nomination forms and more information, please contact:

Executive Education

Indian Institute of Management Ahmedabad
Vastrapur, Ahmedabad 380 015.

Phone: +91-79-6632 4461 to 69 and 4472 to 77

Fax: +91-79-2630 0352 (ExEd)/2630 6896 (General)

Email: exed@iima.ac.in

Website: www.iima.ac.in/exed

Certificate

A certificate of participation will be issued to the participants at the end, subject to their having attended all the sessions of the programme.

Venue and Accommodation

The programme will be held at the Indian Institute of Management Ahmedabad. Participants would get full board and air-conditioned single room accommodation on the Institute campus/nearby Hotel.

IIMA norms do not allow participants to have guests staying with them during the programme.



Programme Fee and Payment

INR 120,000 plus 18% GST per person for participants from India and its equivalent in US Dollars for participants from other countries. The fee includes tuition fees, programme materials, boarding and lodging.

The programme fee should be received by the Executive Education Office latest by **September 30, 2019**. In case of cancellations, the fee will be refunded only if a request is received at least 15 days prior to the start of the programme. If a nomination is not accepted, the fee will be refunded to the person/organization concerned.

The programme fee can be paid in one of these two ways:

[A] Electronic Fund Transfer:

1. Name of Beneficiary:
Indian Institute of Management Ahmedabad
2. Savings Bank A/c No. 9369EEP, YES Bank Limited, C. G. Road Branch, Ahmedabad
(IFSC: YESB0000007, SWIFT Code: YESBINBB)
3. Name of Remitter: _____ (Please mention the name of the sponsoring organization)
4. Purpose of Remittance: **Contract Management**
5. IIMA Permanent Account Number (PAN):
AAATI1247F
6. IIMA Tax Deduction Account Number (TAN):
AHMI00189A
7. IIMA GST Registration Number:
24AAATI1247F1Z4 (SAC: 999293)

After making the payment, please email us the complete transaction details immediately so that we can link your remittance with your nomination.

[B] Payment Gateway

For more information, please visit the respective programmes listed on our website www.iima.ac.in/exed.

Discount

Early Bird Discount: Nominations received with payments on or before **September 23, 2019** will be entitled to an early bird discount of 7%. Early submission of fee and nomination does not, however, guarantee acceptance of the application.

Group Discount: Any organization sponsoring four or more participants will be entitled to a discount of 7% on the total fee payable provided that at least four participants actually attend the programme. Organizations can avail themselves of both the discounts subject to a maximum overall discount of 10%.

Any organization sponsoring 25 or more participants across all the programmes in one academic year will be entitled to an overall discount of 15% on the programme fee payable.

The above discounts will be applicable only when the requisite numbers of participants actually attend the programmes.

Alumni Association

Participants who are attending short-duration Executive Education Programmes for the first time, on or after April 1, 2012, will have to attend for a total of 21 days in one or more programmes in order to be eligible for alumni status and alumni identity card, both of which will be awarded on the payment of a one-time alumni fee of INR 10,000.

Indian Institute of Management Ahmedabad (IIMA)

IIMA was set up by the Government of India in collaboration with the Government of Gujarat and Indian industry as an autonomous institution in 1961. The Institute provides education, training, consulting and research facilities in management.

Major Programmes Offered by IIMA

- Two-Year Post Graduate Programme in Management (equivalent to MBA)
- Two-Year Post Graduate Programme in Food and Agri-business Management (equivalent to MBA)
- Fellow Programme in Management (equivalent to Ph.D.)
- One-Year Post Graduate Programme in Management for Executives
- Executive Education offers short duration programmes through open enrollment, customisation and online for various levels of experienced professionals across industry
- Faculty Development Programme for teachers in universities and colleges
- Two-Year e-Mode (online + campus) Post Graduate Programme in Management (ePGP)

The Institute has 97 faculty members working in the following management areas and centres:

Disciplinary Areas and Groups

- Business Policy
- Communications
- Economics
- Finance and Accounting
- Human Resource Management
- Information Systems
- Marketing
- Organizational Behaviour
- Production and Quantitative Methods
- Public Systems Group

Interdisciplinary Centres

- Centre for Gender Equity, Diversity and Inclusivity
- Centre for Innovation, Incubation and Entrepreneurship
- Centre for Management in Agriculture
- Centre for Management of Health Services
- IIMA-Idea Telecom Centre of Excellence
- India Gold Policy Centre
- Ravi J. Matthai Centre for Educational Innovation



Kasturbhai Lalbhai Management Development Centre (KLMDC) located on the IIMA main campus and the **International Management Development Centre (IMDC)** located on the new campus, provide an academic and learning environment for participants of the Executive Education Programmes. All rooms at KLMDC and IMDC are air-conditioned and have internet connectivity. They have separate dining halls, a reading lounge, classrooms and auditorium (with audio-visual and computer projection facilities), syndicate rooms and computer lab. The campus is Wi-Fi enabled. Recreation facilities exist for indoor and outdoor games (badminton, basketball, billiards, carrom, chess, cricket, football, squash, TT and volleyball). Participants can also take advantage of the Institute's library.



कार्यकारी शिक्षा कार्यक्रम
भारतीय प्रबंध संस्थान अहमदाबाद

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INDIAN INSTITUTE OF MANAGEMENT AHMEDABAD

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