

Diploma Programmes



Course No.	D 100	
Course Title:	HIGHER NATIONAL DIPLOMA IN PUBLIC PROCUREMENT AND CONTRACT ADMINISTRATION (HN-DIPPCA) "Transparency in Public Procurement to deliver Accountability and Value for Money"	
Target Group: Staff Grade Officers / Procurement Officers (Graduates from recognized universities or persons with equivalent qualifications), Staff Grade Officers engaged in bid evaluations	Duration: 14 months (Full Day -only on Tuesdays)	
Main Subject Areas:		
<ul style="list-style-type: none"> * Procurement Management * Pre- qualification * Selection of Consultants and Proposals Evaluation * Stores Management * Supply Chain Management * Contract Administration * Procurement Performance Management * Procurement Risk Management * Sustainable Procurement Policies and Best Practices * IT Applications for Procurement Management * Advanced Project Management 		
Learning Outcomes: On successful completion of the course, the participants will have the ability to:		
<ul style="list-style-type: none"> • Understand the role of public procurement in the development process of the country • Apply procurement procedures in local and foreign-funded projects • Prepare strategic procurement plans • Draft and scrutinize bidding documents • Evaluate bids pertaining to public procurement • Apply pre-qualification and post-qualification techniques • Manage stores efficiently and effectively • Understand the role of contract administration & apply contract administration techniques • Implement monitoring and performance evaluation systems. • Apply the required procedures in the selection of consultants and draft and scrutinize requests for proposals • Understand and apply techniques relating to supply chain management, risk management and value for money in public procurement in the public procurement process. • Understand and implement public assets disposal procedures and close-out activities of contracts • Improve skills on project management and application of MS project in project management • Improve skills on research paper writing related to procurement 		
Course Fee : Rs.138,000.00 *	Medium	English
Assessment Method	Participants are required to obtain minimum 50% of marks at the examinations, presentations and assignments and submit the research report on or before the deadline.	
Course Coordinator	Dr.WMMGD Wijekoon /Mr.Lasantha Gamage	
Contact Persons	Ishari / Hasara (011 - 5980281)	

**This programme is a paid programme for all participants including those from Government, Provincial Councils and Local Government*