

A person wearing a brown suit jacket, a blue shirt with white stars, and a blue tie with white stars is sitting at a desk. They are using a laptop. A white shopping basket with a pink handle is on the desk. The background is a warm, orange-toned wall.

# aractech

Global Learning for Operational Leaders

PROCUREMENT AND SUPPLY CHAIN MANAGEMENT

## Tendering, Procurement & Negotiation Skills

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# Course content

## **Why Attend**

Course Introduction

No organisation can succeed without good procurement.

## **Course Methodology**

## **Course Objectives**

## **Target Audience**

# Course outline

## Detailed course outline

Day-by-day outline for Tendering, Procurement & Negotiation Skills.

### Day 1 - How Tendering and Procurement Aligns with the Organisation Strategy

- Influence of the external environment
- Adapting to new business models in the light of the recent pandemic
- Critical supply strategies
- Transforming the Supplier relationship
- The Procurement cycle

### Day 2 - The Tendering Process

- Elements of a good procurement process
- Selecting the right contracting strategy
- Stages in the tendering process
- Developing tender evaluation criteria
- Negotiating with short-listed suppliers
- Is a good price the only factor in the process?

### Day 3 - Advanced Procurement Skills

- Transforming the supplier relationship
- Defining the organization's mission in supplier relationships
- Understanding how to be a good customer
- Differentiating between SRM and collaboration
- Is the optimisation of the supply base the only way of working?

# Course outline

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Day-by-day outline for Tendering, Procurement & Negotiation Skills.

### Day 4 - The Negotiation Process

- Communication techniques
- Avoiding confrontational negotiations
- New techniques in influencing
- Understanding the other negotiator's power
- Negotiating pressure points and countermeasures

### Day 5 - Implementing Improvements in the Organisation

- Attract and retain procurement management talent
- Producing a realistic personal action plan for improvement
- Business continuity and contingency planning for procurement
- What is Activity-Based Costing
- Ways that procurement can improve finances
- Putting an action plan together

## Seminar dates

### Available seminar dates

Live dates and pricing for Tendering, Procurement & Negotiation Skills generated from the course details page.

Date	Location	Format	Fee
18 - 22 May 2026	Munich	Classroom	€2,415
22 - 26 June 2026	Paris	Classroom	€3,150
13 - 17 July 2026	Rome	Classroom	€2,975
17 - 21 August 2026	Kuala Lumpur	Classroom	€1,575
21 - 25 September 2026	Rome	Classroom	€2,975
19 - 23 October 2026	Munich	Classroom	€2,415
2 - 6 November 2026	Amsterdam	Classroom	€2,975

#### Live online option

Online delivery is available at €1,250.