



London TDM

Legal and Contracts Management Training Courses

Course Venue: United Arab Emirates - Dubai

Course Date: From 02 November 2025 To 06 November 2025

Course Place: Downtown Dubai

Course Fees: 5,000 USD

Introduction

In today's competitive business landscape, mastering the intricacies of tendering, bidding, and contract awarding is crucial for securing projects and fostering successful partnerships. This 5-day course is designed to provide professionals with the knowledge and skills necessary to effectively navigate these processes, ensuring clarity, compliance, and competitiveness in bid submissions and contract negotiations.

- Understand the tendering process and its significance in procurement.
- Develop skills in preparing competitive and compliant bid proposals.
- Learn strategic approaches for successful contract negotiations.
- Gain insights into evaluating and awarding contracts effectively.
- Navigate legal and ethical considerations in tendering and bidding.

Course Outlines

Day 1: Understanding the Tendering Process

- Introduction to procurement and tendering.
- Types of tenders: open, selective, and negotiated.
- Roles and responsibilities of stakeholders.
- Legal and regulatory frameworks governing tenders.
- Common pitfalls and challenges in tendering.

Day 2: Crafting Competitive Bid Proposals

- Components of a bid proposal.
- Analyzing tender documents and requirements.
- Developing a bid strategy and pricing models.
- Ensuring compliance and quality assurance in bids.
- Tools and software for bid management.

Day 3: Strategies for Successful Negotiations

- Preparing for negotiations in contract awarding.
- Techniques for effective communication and persuasion.
- Identifying and mitigating negotiation risks.
- Understanding client needs and aligning objectives.
- Closing strategies and achieving win-win agreements.

Day 4: Evaluation and Contract Awarding

- Criteria for evaluating bids and proposals.
- Using scoring systems and selection criteria.
- Awarding contracts: process and best practices.
- Managing disputes and ensuring fair competition.
- Post-award contract management and compliance.

Day 5: Legal and Ethical Considerations

- Understanding contract law and legal obligations.
- Ethical issues in tendering and bidding.
- Managing conflicts of interest and transparency.
- Case studies of legal and ethical breaches.
- Developing organizational ethics and compliance programs.