



*Training Course:  
Mastering Contracts Management - The Oxford  
5-day MBA*

*14 - 18 December 2026  
Vienna (Austria)*

## Training Course: Mastering Contracts Management - The Oxford 5-day MBA

Training Course code: PC4052 From: 14 - 18 December 2026 Venue: Vienna (Austria) - Training Course Fees: 6050 € Euro

### Introduction

Contracts are central to all commercial transactions, making contracts management a core competency for successful organizations. This program equips participants with both strategic insights and practical skills across the entire contracting lifecycle, focusing on negotiation, price and cost analysis, risk management through contract types, critical source selection, contract administration, and claims/dispute resolution.

### Objectives

By the end of this 5-day program, participants will be able to:

- Develop negotiation skills to achieve organizational objectives.
- Understand price and cost analysis fundamentals and pricing models.
- Apply contract types effectively to transfer and manage risk.
- Address volatile material pricing and economic adjustments.
- Evaluate and implement performance-based service contracting methods.

### Target Audience

- Contract Managers and Administrators
- Procurement and Supply Chain Professionals
- Project Managers involved in contractual projects
- Legal and Commercial Teams supporting contracting activities
- Senior executives responsible for supplier or contract oversight

### Program Outline

#### DAY 1 - Contracting and Negotiations Planning

- Elements of a good contracting and procurement process
- Role and characteristics of negotiation
- Negotiation basics: preparation, BATNA, and handling multiple issues
- Practical negotiation insights and tips

#### DAY 2 - Financial Management and Risks

- Cost and pricing analysis

- Allocation of overheads and developing [should cost]
- Pricing models for proposals
- Risk assessment and management strategies

#### DAY 3 - Contract Types and Payments

- Contract risk-sharing continuum
- Types of progress payments
- Implications of contract types: fixed price, cost-reimbursement
- Economic price adjustment clauses and price indexes
- Invoices, payments, and letters of credit

#### DAY 4 - Source Selection and Contract Development

- Performance-based contracting: when and why
- Supplier qualification and selection processes
- Drafting contracts: rules, terms & conditions, and essential elements
- Formation of contracts and tendering standards

#### DAY 5 - Contract Administration

- Entire agreement and critical integration clauses
- Post-award functions and responsibilities
- Contract administration duties and modifications
- Contract interpretation, dispute resolution, termination, and close-out

## Registration form on the Training Course: Mastering Contracts Management - The Oxford 5-day MBA

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Complete & Mail or fax to Global Horizon Training Center (GHTC) at the address given below

### Delegate Information

Full Name (Mr / Ms / Dr / Eng): .....  
 Position: .....  
 Telephone / Mobile: .....  
 Personal E-Mail: .....  
 Official E-Mail: .....

### Company Information

Company Name: .....  
 Address: .....  
 City / Country: .....

### Person Responsible for Training and Development

Full Name (Mr / Ms / Dr / Eng): .....  
 Position: .....  
 Telephone / Mobile: .....  
 Personal E-Mail: .....  
 Official E-Mail: .....

### Payment Method

- Please find enclosed a cheque made payable to Global Horizon
- Please invoice me
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### Easy Ways To Register

Telephone:  
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place.

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