



*Conference:*  
*Tendering, Procurement and Negotiation Skills*

*22 - 26 March 2027*  
*Kuala Lumpur (Malaysia)*

## Conference: Tendering, Procurement and Negotiation Skills

Conference code: CO8230 From: 22 - 26 March 2027 Venue: Kuala Lumpur (Malaysia) - Conference Fees: 6300 € Euro

### Introduction

This program focuses on enhancing tendering and procurement skills to maximize value and minimize costs. Participants will learn best practices in tender development, competitive bidding, and tender evaluation criteria. Key topics include selecting procurement strategies, administering tender processes, and mastering negotiation skills. Equip yourself to elevate professionalism in tendering and procurement, driving revenue and organizational success.

### Objectives

- Discuss Elements of a Good Procurement Process
- Develop methods of Contractor Performance Measurement
- Learn methods of Tender Evaluation
- Review Contract Strategies
- Improve Procurement and Negotiation Skills

### Target Audience

This program is designed for:

- Procurement Managers and Procurement Officers
- Tendering and Bidding Specialists
- Purchasing and Supply Chain Professionals
- Contract and Commercial Managers
- Category Managers and Sourcing Specialists
- Project Managers involved in procurement activities
- Finance and Cost Control Professionals linked to procurement decisions
- Vendor and Supplier Relationship Managers
- Operations and Logistics Managers
- Professionals responsible for supplier evaluation, negotiation, and contract awards
- Individuals seeking to enhance skills in tendering, procurement strategy, and negotiation effectiveness

### Outlines

Day 1: How Tendering and Procurement Aligns with the Organization Strategy

- Influence of the External Environment

- Adapting to New Business Models
- Critical Supply Strategies
- Transforming the Supplier Relationship
- The Procurement Cycle

#### Day 2: The Tendering Process

- Elements of a good Procurement & Competitive Bidding Process
- Selecting the Right Contracting Strategy
- Stages in the Tendering Process
- Developing Tender Evaluation Criteria
- Negotiating with Short-listed Suppliers
- How do you know you Obtained a Good Price?

#### Day 3: Advanced Procurement Skills

- Transforming the Supplier Relationship
- Defining the Organization's Mission in building Supplier Relationship
- How to be a Good Customer
- The Difference between SRM and Collaboration
- Shrinking the Supply Base

#### Day 4: The Negotiation Process

- Avoiding Confrontational Negotiations
- Communication Techniques
- 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 the Organization's Finances

## Registration form on the Conference: Tendering, Procurement and Negotiation Skills

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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: .....  
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### Company Information

Company Name: .....  
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### Person Responsible for Training and Development

Full Name (Mr / Ms / Dr / Eng): .....  
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### Payment Method

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

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