

## Contract Negotiation and Purchasing Skills

*Kuala Lumpur (Malaysia)*

*20 - 24 October 2025*

UK Training

# PARTNER



## Contract Negotiation and Purchasing Skills

**Code:** SC28 **From:** 20 - 24 October 2025 **City:** Kuala Lumpur (Malaysia) **Fees:** 4200 **Pound**

### Introduction

Effective contract negotiation and purchasing skills are critical for organizations seeking to maximize profitability, minimize risks, and foster strong supplier relationships. Contrary to the belief that anyone can negotiate or purchase effectively, the reality reveals significant inefficiencies and losses due to a lack of structured strategies and skills.

This contract negotiation training seminar aims to equip participants with proven contract negotiation strategies and the tools to build a high-performing purchasing function. From understanding the contract negotiation process to mastering interpersonal skills, this course provides actionable insights for both individual growth and organizational success.

Participants will learn how to identify and overcome common purchasing failures, engage in effective negotiations across internal and external stakeholders, and reduce contractual risks. Additionally, this program will emphasize contract negotiation best practices through hands-on activities and case studies, ensuring participants leave with applicable skills and concepts to improve their business outcomes.

### Course Objectives

By the end of this course, participants will be able to:

- Build a robust and efficient purchasing function.
- Apply proven contract negotiation steps and strategies.
- Communicate effectively within and outside the organization.
- Analyze and understand their personal strengths and weaknesses in negotiation.
- Develop a keen understanding of contract needs and mitigate contractual risks.
- Plan, prepare for, and execute successful negotiation contracts across diverse cultures.
- Gain confidence in handling the contract negotiation process for optimal results.

### Course Outlines

#### Day 1: Where is Purchasing Failing & Introduction to Negotiation

- Understanding what is a negotiation contract and its significance.
- Identifying common failures in professional purchasing.
- Evaluating whether to outsource processes.
- Crafting a purchasing strategy aligned with organizational goals.
- Exploring styles of negotiation and handling uncertainty in negotiations.
- Analyzing how suppliers evaluate organizations.

A graphic of a chessboard with several chess pieces (a king, a queen, a rook, and a pawn) positioned on it. The board is white and black, and the pieces are gold and silver.

UK Training  
**PARTNER**

## Day 2: Are You a Good Negotiator & Understanding the Offer

- Self-assessment: Understanding personal values and negotiating style.
- Analysis using Myers-Briggs personality types.
- Avoiding mental traps in negotiation.
- Importance of social and interpersonal skills in successful contract negotiation.
- Market research and its role in mitigating supply chain risks.
- Differentiating between price, cost, and value.

## Day 3: Contract Needs and Making the Contract Work

- Designing a contract structure with clear terms and conditions.
- Integrating warranties, guarantees, and payment options.
- Navigating legal aspects like breach of contract, undue pressure, and misrepresentation.
- Steps to make contracts work effectively in practice.
- Preparing for negotiation in contracts with legal and operational considerations.

## Day 4: Finding Reliable Suppliers & Culture in Negotiation

- Evaluating suppliers and managing tender processes.
- Building and managing long-term supplier relationships.
- Addressing ethics in purchasing and the impact of corruption globally and personally.
- Understanding the nuances of negotiating technology contracts.
- Cultural considerations: Preparing for negotiations with diverse teams.

## Day 5: What Makes a Successful Negotiation

- Developing listening and persuasion skills.
- Crafting effective questions and reading body language.
- Planning and executing negotiations with attention to timing and venue.
- Handling authority, power dynamics, and telephone negotiations.
- Preparing for concessions and managing negotiation tactics.
- Closing the deal: Finalizing agreements for a successful outcome.
- Reviewing key takeaways to implement in your organization.

## Why Attend this Course: Wins & Losses!

- Enhanced Contract Negotiation Skills: Learn how to prepare, plan, and execute effective negotiations for better outcomes.
- Reduced Risks: Gain the knowledge to eliminate contractual risks and ensure legal compliance.
- Improved Communication: Build rapport with stakeholders, suppliers, and internal teams for seamless negotiations.
- Global Competence: Master strategies for negotiating contracts with different cultures and industries.
- Career Growth: Strengthen your expertise in contract negotiation and management to become an invaluable asset to your organization.

## Conclusion

Mastering the art of contract negotiation is no longer optional in today's competitive market. This course equips

UK Training  
**PARTNER**





participants with the tools and confidence to navigate complex purchasing processes, enhance negotiation contracts, and ensure favorable outcomes for their organizations.

Whether you're an experienced negotiator or new to contract negotiation training, this program provides a structured approach to build the skills necessary for both personal and professional success.

Take the next step to sharpen your skills, reduce risks, and secure your place as a trusted leader in contract negotiation and purchasing strategies.

A graphic of a chessboard with several pawns. A large gold king piece is prominent in the foreground, with several smaller silver and gold pawns behind it. The board is a checkered pattern of light and dark squares. In the background, there are concentric circles radiating from the center.

UK Training  
**PARTNER**

Head Office: +44 7480 775 526  
Email: [Sales@blackbird-training.com](mailto:Sales@blackbird-training.com)  
Website: [www.blackbird-training.com](http://www.blackbird-training.com)



## Blackbird Training Cities

### Europe



Malaga (Spain)



Sarajevo (Bosnia and Herzegovina)



Oporto (Portugal)



Glasgow (Scotland)



Edinburgh (UK)



Oslo (Norway)



Annecy (France)



Bordeaux (France)



Copenhagen (Denmark)



Birmingham (UK)



Lyon (France)



Moscow (Russia)



Stockholm (Sweden)



Podgorica (Montenegro)



Batumi (Georgia)



Salzburg (Austria)



London (UK)



Istanbul (Turkey)



Amsterdam



Düsseldorf (Germany)



Paris (France)



Athens (Greece)



Barcelona (Spain)



Munich (Germany)



Geneva (Switzerland)



Prague (Czech)



Vienna (Austria)



Rome (Italy)



Brussels (Belgium)



Madrid (Spain)



Berlin (Germany)



Lisbon (Portugal)



Zurich (Switzerland)



Manchester (UK)



Milan (Italy)



## Blackbird Training Cities

### USA & Canada



Los Angeles (USA)



Orlando, Florida (USA)



Online



Phoenix, Arizona (USA)



Houston, Texas (USA)



Boston, MA (USA)



Washington (USA)



Miami, Florida (USA)



New York City (USA)



Seattle, Washington (USA)



Washington DC (USA)



In House



Jersey, New Jersey (USA)



Toronto (Canada)

### ASIA



Baku (Azerbaijan)  
(Thailand)



Maldives (Maldives)



Doha (Qatar)



Manila (Philippines)



Bali (Indonesia)



Bangkok



Beijing (China)



Singapore (Singapore)



Sydney



Tokyo (Japan)



Jeddah (KSA)



Riyadh (KSA)



Melbourne (Australia)  
(Kuwait)



Phuket (Thailand)



Shanghai (China)



Dubai (UAE)



Kuala Lumpur (Malaysia)



Kuwait City



Seoul (South Korea)



Pulau Ujong (Singapore)



Irbid (Jordan)



Jakarta (Indonesia)



Amman (Jordan)



Beirut

UK Training  
**PARTNER**



## Blackbird Training Cities

### AFRICA



Kigali (Rwanda)



Cape Town ( South Africa)



Accra (Ghana)



Lagos (Nigeria)



Marrakesh (Morocco)



Nairobi (Kenya)



Zanzibar (Tanzania)



Tangier (Morocco)



Cairo (Egypt)



Sharm El-Sheikh (Egypt)



Casablanca (Morocco)



Tunis (Tunisia)



## Blackbird Training Clients



MANNAI Trading  
Company WLL,  
Qatar



Alumina Corporation  
Guinea



Booking.com  
Netherlands



Oxfam GB International  
Organization,  
Yemen



Capital Markets  
Authority,  
Kuwait



Waltersmith Petroman Oil Limited  
Nigeria



Qatar National Bank  
(QNB),  
Qatar



Qatar Foundation,  
Qatar



AFRICAN UNION ADVISORY  
BOARD ON CORRUPTION,  
Tanzania



KFAS  
Kuwait



Reserve Bank of  
Malawi,  
Malawi



Central Bank of Nigeria  
Nigeria



Ministry of Interior,  
KSA



Mabruk Oil Company  
Libya



Saudi Electricity  
Company,  
KSA



BADAN PENGELOLA  
KEUANGAN Haji,  
Indonesia



NATO  
Italy



ENI CORPORATE  
UNIVERSITY,  
Italy



Gulf Bank  
Kuwait



General Organization for  
Social Insurance  
KSA



Defence Space Administration  
Nigeria



National Industries  
Group (Holding),  
Kuwait



Hamad Medical  
Corporation,  
Qatar



USAID  
Pakistan



STC Solutions,  
KSA



North Oil company,



EKO Electricity



Oman Broadband



UNITED NATIONS  
UN.



Authority for

UK Training  
**PARTNER**



## Blackbird Training Categories

### Management & Admin

Entertainment & Leisure  
Professional Skills  
Finance, Accounting, Budgeting  
Media & Public Relations  
Project Management  
Human Resources  
Audit & Quality Assurance  
Marketing, Sales, Customer Service  
Secretary & Admin  
Supply Chain & Logistics  
Management & Leadership  
Agile and Elevation

### Technical Courses

Artificial Intelligence (AI)  
Hospital Management  
Public Sector  
Special Workshops  
Oil & Gas Engineering  
Telecom Engineering  
IT & IT Engineering  
Health & Safety  
Law and Contract Management  
Customs & Safety  
Aviation  
C-Suite Training



 International House 185 Tower Bridge  
Road London SE1 2UF United Kingdom

 +44 7401 1773 35  
+44 7480 775526

 Sales@blackbird-training.com

 www.blackbird-training.com

UK Training  
**PARTNER**

