

# Contract and Tender Management in International Projects

*Geneva (Switzerland)*

*3 - 7 November 2025*

UK Training

# PARTNER



# Contract and Tender Management in International Projects

Code: PM28 From: 3 - 7 November 2025 City: Geneva (Switzerland) Fees: 4700 Pound

## Introduction

The "Contract and Tender Management in International Projects" course offers vital knowledge and practical skills for effectively managing contracts and tenders within the context of global projects. This specialized training will equip professionals with the ability to navigate the complexities of contract negotiation strategies, tender management, and contract administration in international projects. Participants will gain an understanding of best practices for drafting, negotiating, and managing contracts, as well as strategies for mastering the tender management process. Whether you're involved in project tendering or seeking to improve your skills in international contract administration, this course is designed to ensure you are fully prepared for the challenges of the global project landscape.

## Course Objectives

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

- Understand International Contracts: Gain a thorough knowledge of international contract types, structures, and legal principles.
- Master the Tender Management Process: Learn the steps and best practices essential for successful tender management in international projects.
- Risk Mitigation Strategies: Identify and mitigate risks associated with contracts and tenders in a global project context.
- Develop Negotiation Skills: Learn effective contract negotiation strategies tailored for international projects.
- Ensure Compliance and Regulation Knowledge: Understand the compliance requirements and regulations governing international contracts and tenders.

## Course Outlines

### Day 1: Introduction to International Contracts and Tender Management

- Overview of different contract types and structures used in international projects.
- Understanding key legal principles and terminology related to contract administration.
- An introduction to the tendering process and its significance in global projects.
- Examination of international standards and regulations that affect contract administration and management.

### Day 2: Tender Process and Bid Management

- Detailed steps for preparing and managing international tenders.
- Developing clear and comprehensive tender documents for project tendering.
- Strategies for evaluating and selecting bids, ensuring a robust tender management process.
- Managing relationships and communication effectively with potential bidders.

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### Day 3: Contract Negotiation Techniques

- Essential negotiation skills and contract negotiation strategies for securing favorable terms in international projects.
- Identifying stakeholder interests and managing them during negotiations.
- Techniques for overcoming challenges during cross-border contract negotiations.
- Best practices for contract administration during the negotiation phase.

### Day 4: Contract Administration and Risk Management

- Contract administration best practices throughout the project lifecycle.
- Identifying and mitigating risks associated with international contracts.
- Monitoring compliance and performance in global projects.
- Handling amendments, variations, and contract modifications effectively within the contract administration process.

### Day 5: Dispute Resolution and Case Studies

- Analyzing dispute resolution mechanisms available in international contracts, such as arbitration, mediation, and litigation.
- Reviewing case studies of successful and problematic international projects to draw lessons for better contract and tender management.
- Applying these lessons to improve practices in project tendering and contract administration.

### Conclusion

This course is ideal for professionals managing international projects who wish to develop comprehensive expertise in contract administration, tender management, and project tendering. Whether you are a contract administrator seeking certification or a professional aiming to strengthen your understanding of global contract processes, this training will equip you with the skills to plan, manage, and lead international projects with confidence. Enroll now to refine your approach to contract and tender management and enhance your effectiveness in the competitive field of international project management.

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