

# Advanced Tendering Procedures & Bid Evaluation Course

Supply Chain & Logistics  
Geneva (Switzerland)  
08 - 12 Sep 2025

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## Advanced Tendering Procedures & Bid Evaluation Course

**Ref:** 321382\_128765 **Date:** 08 - 12 Sep 2025 **Location:** Geneva (Switzerland) **Fees:** 4700 Euro

### Course Description

This intensive 5-day course provides a comprehensive overview of advanced tendering procedures and bid evaluation techniques. Participants will gain in-depth knowledge of strategic procurement planning, risk assessment, and effective decision-making in the tendering process. The course covers best practices in bid evaluation, negotiation strategies, and contract management.

### Learning Objectives

- Develop advanced skills in tendering procedures and bid evaluation
- Learn to create effective procurement strategies and risk management plans
- Master techniques for evaluating complex bids and proposals
- Understand legal and ethical considerations in the tendering process
- Enhance negotiation skills for optimal contract outcomes

### Course Modules

#### Day 1: Strategic Procurement Planning

- Introduction to advanced tendering procedures
- Procurement strategy development
- Market analysis and supplier engagement
- Risk assessment in procurement

#### Day 2: Tender Document Preparation

- Crafting effective tender specifications
- Evaluation criteria development
- Legal and regulatory compliance
- E-tendering systems and processes

#### Day 3: Bid Evaluation Techniques

- Quantitative and qualitative evaluation methods
- Financial analysis of bids
- Technical proposal assessment
- Dealing with non-conforming bids

#### Day 4: Negotiation and Contract Award

A graphic of a chessboard with several chess pieces (king, queen, rook, knight, and pawns) in gold and silver. The text 'UK Training PARTNER' is overlaid on the board.

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- Negotiation strategies and techniques
- Best and final offer BAFO process
- Contract award decision-making
- Debriefing unsuccessful bidders

## **Day 5: Contract Management and Continuous Improvement**

- Post-award contract management
- Performance monitoring and supplier relationship management
- Continuous improvement in procurement processes
- Case studies and practical exercises

## **Practical Wins for Participants**

- Ability to design and implement effective tendering strategies
- Enhanced skills in evaluating complex bids and proposals
- Improved negotiation techniques for better contract outcomes
- Practical tools for ongoing procurement process improvement

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