

The Essentials of Contracting & Contract Negotiation Course

Governance, Risk, & Compliance (GRC)
Kigali (Rwanda)
27 Oct - 07 Nov 2025

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A close-up photograph of chess pieces on a checkered board. In the foreground, a large, ornate gold king piece stands prominently. To its left, a smaller silver pawn is visible. Further back, another silver pawn is positioned. The background features concentric circles, suggesting a target or a strategic focus.

The Essentials of Contracting & Contract Negotiation Course

Ref: 321632_142526 **Date:** 27 Oct - 07 Nov 2025 **Location:** Kigali (Rwanda) **Fees:** 5600 Euro

Course Description

This comprehensive 10-day course covers the essentials of contracting and contract negotiation. Participants will gain a thorough understanding of contract law, drafting techniques, negotiation strategies, and dispute resolution methods. The course is designed for professionals in procurement, legal, and project management roles seeking to enhance their contracting and negotiation skills.

Learning Objectives

- Understand fundamental principles of contract law and formation
- Develop skills in drafting clear and effective contract clauses
- Master negotiation techniques for achieving favorable contract terms
- Learn strategies for managing contract risks and resolving disputes
- Gain practical experience through case studies and negotiation exercises

Course Modules

Day 1: Introduction to Contract Law

- Basic principles of contract law
- Contract formation and validity
- Types of contracts
- Legal and regulatory framework

Day 2: Contract Structure and Key Clauses

- Essential contract components
- Drafting clear and enforceable clauses
- Risk allocation provisions
- Boilerplate clauses and their importance

Day 3: Pre-Contract Negotiations

- Preparing for negotiations
- Identifying negotiation objectives
- Developing negotiation strategies
- Understanding the other party's perspective

Day 4: Negotiation Techniques and Tactics

A graphic of a chessboard with several chess pieces. A large gold king piece is prominent in the foreground, with a silver pawn and a silver knight nearby. The text 'UK Training PARTNER' is overlaid on the right side of the board.

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- Effective communication in negotiations
- Persuasion and influence techniques
- Handling difficult negotiators
- Overcoming deadlocks

Day 5: Contract Pricing and Financial Terms

- Pricing models and strategies
- Payment terms and schedules
- Financial risks and mitigation
- Currency and tax considerations

Day 6: Performance Management and KPIs

- Defining performance criteria
- Key Performance Indicators KPIs
- Service Level Agreements SLAs
- Monitoring and reporting mechanisms

Day 7: Change Management and Contract Modifications

- Managing scope changes
- Contract amendment processes
- Renegotiation strategies
- Impact assessment of changes

Day 8: Dispute Resolution and Claims Management

- Types of contract disputes
- Alternative Dispute Resolution ADR methods
- Litigation and arbitration
- Claims preparation and defense

Day 9: Contract Risk Management

- Identifying and assessing contract risks
- Risk mitigation strategies
- Insurance and indemnification
- Force majeure and hardship clauses

Day 10: Ethics in Contracting and Negotiation

- Ethical considerations in contracting
- Anti-corruption and compliance
- Confidentiality and data protection
- Corporate social responsibility in contracts

A graphic of a chessboard with several chess pieces, including a king, queen, and pawns, arranged on it. The board is white and black, and the pieces are gold and silver.

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Practical Wins for Participants

- Ability to draft clear and comprehensive contracts
- Enhanced negotiation skills for securing favorable terms
- Improved contract risk management capabilities
- Strategies for effective dispute resolution and claims handling

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