Advanced Tendering Procedures & Bid Evaluation Masterclass

23 – 27 August 2027
Düsseldorf (Germany)



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Ref: 323082_224564 **Date:** 23 – 27 August 2027 **Location:** Düsseldorf (Germany) **Fees:** 5200 GBP

Course Description

This comprehensive 1-week course provides in-depth knowledge and practical skills in advanced tendering procedures and bid evaluation techniques. Participants will learn to optimize procurement processes, mitigate risks, and secure the best value for their organizations. The course covers strategic planning, tender document preparation, evaluation methodologies, and contract award best practices.

Learning Objectives

- Develop effective tendering strategies and procedures
- Create comprehensive and clear tender documents
- Apply advanced bid evaluation techniques and methodologies
- Manage risks throughout the tendering and evaluation process
- Implement best practices in contract award and management
- Ensure compliance with legal and ethical standards in procurement

Course Modules

Day 1: Strategic Tendering Planning

- Procurement strategy development
- Market analysis and supplier engagement
- Risk assessment in tendering
- Tender planning and timeline management

Day 2: Tender Document Preparation

- Crafting clear specifications and requirements
- Structuring evaluation criteria
- Legal and contractual considerations
- Ensuring transparency and fairness

Day 3: Advanced Bid Evaluation Techniques

- Quantitative and qualitative evaluation methods
- Weighted scoring systems
- Life cycle costing and value for money analysis
- Managing clarifications and negotiations



Day 4: Risk Management in Bid Evaluation

- Identifying and mitigating evaluation risks
- Dealing with abnormally low bids
- Conflict of interest management
- Ensuring probity and integrity in evaluation

Day 5: Contract Award and Post-Tender Management

- Best practices in contract award decision-making
- Debriefing unsuccessful bidders
- Managing contract initiation and handover
- Post-award performance monitoring

Practical Wins for Participants

- Ability to design and implement robust tendering procedures
- Skills to conduct thorough and fair bid evaluations
- Techniques to minimize risks and maximize value in procurement
- Strategies to ensure compliance and ethical standards in tendering

