



أكاديمية الزمالة
العربية البريطانية



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Arab British Academy Fellowship
A.B.A.F





Preparation and evaluation of tenders and competitive negotiation

Objectives

- Provide participants with knowledge and understanding of the tender evaluation process.
- Understand the process of preparing contracts and setting conditions
- To identify the methods of international practice and to determine the impact of commercial law in the liberalization of contracts in order to ensure the fulfillment of all relevant aspects.

Who Should Attend?

- Contract staff
- Managers
- Counselors
- Professionals responsible for contract execution and contractual claims

Seminar Outline

DAY 1

- Transparency in the field of administrative contracts:
- Contract Contracts - Procurement Contracts Construction Contracts - Transport Contracts - Employment Contracts.
- Transparency in the field of government tenders through the application of Law No. (37) for the year 1964 regarding the Kuwaiti Public Tender Law and its amendment by Decree Law No. 81 of 1977.
- The importance of public procurement advertising on the Internet.
- Mechanization of tender stages - Purchase of documents - Insurance of tender confidentiality - Payment of primary insurance - Opening and awarding of the tender electronically - Approval of the award by electronic signature - Payment of the final insurance.
- Types of Contracts - Preparation of Tender Documents - Contractor Rehabilitation Process



DAY 2

- Tender process - Bid evaluation process - Contract plan
- Negotiation Strategy and Tactics - Contract Management - How to address the causes of contract failure
- Understanding contractors' practices on finding and developing claims - Developing claims mitigation skills effectively - Understanding contract law and practices related to the submission and implementation of various types of claims - Ability to develop claims analysis strategies

DAY 3

- Definition of the process of evaluation of tenders and the nature of the contents
- Advantages and disadvantages of alternative contract types
- Practical applications Tenders and practical evaluation of tenders
- Preparation of tenders including specifications

DAY 4

- The reservations contained in the tender and the tender and how to evaluate them.
- Securing tenders in the United Nations Model Law and national legislation
- Management powers to exclude tenders

DAY 5

- The limits of the principle of freedom of competition and preventive deprivation
- Preparation of tender booklets
- How to determine the bid winning bid in national and local laws



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