MERCURY

Negotiating & Drafting Contracts Training Course

12 – 16 April 2027
Online



Dubai - UAE: +971 4 450 5697
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Amman - Jordan: +962 79 712 3347

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Ref: 4029_1031685 **Date:** 12 – 16 April 2027 **Location:** Online **Fees:** 1900 Euro

Introduction

Contracts are the backbone of all business interactions and are critical to the success of companies in every industry. Whether concerning constructing new infrastructure or acquiring everyday supplies, the structure and management of these contracts are vital.

This negotiating and drafting contracts training course aims to impart a comprehensive understanding of contract dynamics in an international context through a process spanning negotiation, documentation, and contract management. Participants will develop versatile skills applicable to various contract types and gain insights from practices across different industries.

Participants interested in enhancing their qualifications may pursue a Certificate in Contract Law, which covers in-depth aspects of contract negotiation training, the intricacies of commercial contract training, and contract law courses tailored for nonlawyers. This certificate negotiating and drafting contracts training course can add significant value to professionals seeking comprehensive expertise in the contract law field.

For legal professionals, this intensive contract drafting course focuses on the nuances of drafting commercial contracts courses and offers hands-on contract drafting training. The negotiating and drafting contracts training course is designed to equip lawyers with the precision and skill to draft, negotiate, and manage complex agreements effectively.

Target Groups

- Contract administrators, contract professionals, and project coordinators.
- Supply officers, buyers, purchasing and procurement professionals.
- The project, construction, cost, and quantity professionals.
- Claims personnel, including legal advisers.
- Contracts managers.
- Those new to the function, preparing for a major project, or experienced professionals looking for a refresher.
- This negotiating and drafting contracts training course is for individuals seeking to broaden their contracting skills and knowledge to enhance their professional profile.

Targeted Competencies

At the end of this negotiating and drafting contracts training course, the target competencies will be able to improve:

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- Negotiation.
- Structuring contracts.
- Contract drafting.
- Addressing contract qualifications.
- International contracting.
- Avoiding disputes.
- Resolving disputes.

Course Objectives

By the end of this negotiating and drafting contracts training course, participants will be able to:

- Highlight the importance of negotiating the “deal” before structuring the contract documents.
- Employ tools and techniques for effective negotiation.
- Explore drafting and revising specific contract clauses with practical examples.
- Understand various approaches to contracting across different jurisdictions.
- Enhance skills for efficient contract management.
- Discover methods to prevent disputes and strategies to handle them effectively.

Course Content

Unit 1: The “Deal” Behind the Contract and How Do We Get There?

- The essence of a contract.
- Structuring commercial arrangements.
- Innovative commercial solutions e.g., Partnering, “BOOT” contracts.
- How do we negotiate a contractual structure?
- Fundamental negotiation techniques.
- Documenting negotiation discussions.
- The interplay between negotiation and contract drafting.
- Closing a deal and managing challenging negotiations.

Unit 2: Drafting Contracts

- Leveraging standard forms.
- Cultivating your standard clauses.
- Adapting and modifying forms.
- Responding to contract qualifications and amending contracts.
- Creating complex contractual documents.

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Unit 3: Negotiating Contracts

- Ensuring fairness in a competitive bidding process.
- Addressing bid mistakes.
- Negotiating intricate contractual language.
- Contract conclusion formalities.
- Delegated authority to sign contracts.

Unit 4: Drafting Specific Clauses

- Work performance requirements.
- Title and ownership clauses.
- Risk allocation.
- Intellectual property rights.
- Handling variations to contracts and scope of work.
- Extension of time provisions.
- Force majeure contingencies.
- Stipulations for completion time.
- Liquidated damages and penalty clauses.
- Acceptance criteria and testing.
- Terms for termination and suspension.
- Governing law and dispute resolution mechanisms.

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Unit 5: Management of Contracts

- Risk analysis and control strategies.
- Initial contract meetings.
- Designating roles and responsibilities.
- Expectation setting and management.
- Contract planning best practices.
- Realistic reporting requirements.
- Managing progress through regular meetings.
- Addressing defaults proactively.
- Navigating external influences like force majeure.
- Adapting to changes in contract terms or work scope.
- Navigating international payment concerns.
- Finalizing contracts and capturing key learnings.

Unit 6: Dealing with Disputes

- Identifying potential issues early.
- Constructive problem-solving as issues occur.
- Distinguishing legal rights from commercial objectives.
- Designing negotiation frameworks for internal disputes.
- Exploring external dispute resolution avenues: litigation, arbitration, adjudication, expert determination, mediation.
- The impact of various legal systems on dispute resolution.
- Enforcing resolutions and awards.
- Dispute management strategies.
- Preventative measures for dispute avoidance.