



Project Contract Negotiation and Control Foundation Course

Project Contract Negotiation and Control Foundation Course

Overview

Project Contract Negotiation and Control Foundation Course is a five-day course for project managers and project professionals who leave with a Project Contract Negotiation Decision File. Participants connect project contract controls, supplier performance, change decisions, negotiation preparation, interests, options, authority, concessions, meeting conduct, agreement records, and follow-through. The course resolves gaps between delivery evidence and negotiated decisions through practical project contract negotiation methods. Agile Leaders Training Center presents project contract negotiation and control as a disciplined delivery practice.

Who Should Attend

- Teams responsible for translating signed agreements into project controls
- Functions preparing supplier discussions and negotiated project decisions
- Groups monitoring deliverables, performance, changes, and contract risks
- Personnel documenting authority, concessions, agreements, and follow-through
- Managers coordinating project, procurement, commercial, and supplier interfaces

The course assumes participants support project delivery or supplier decisions and leaves out legal drafting, claims advocacy, advanced pricing analysis, and certification preparation.

Departments and Industries

The course supports departments and industries that manage supplier agreements within project delivery.

- Projects, procurement, contracts, commercial, finance, and operations
- Construction, engineering, infrastructure, and facilities services
- Technology, telecommunications, and outsourced services
- Energy, utilities, manufacturing, and industrial maintenance
- Transport, logistics, healthcare, and hospitality projects

Learning Objectives

By the end of this course, participants will be able to:



- Apply project contract handover and control methods
- Analyze supplier performance, change, and risk evidence
- Build negotiation objectives, interests, options, and authority limits
- Use concession, question, and meeting-control tools
- Evaluate proposed agreements against project constraints
- Prioritize follow-through actions and decision records

Course Agenda

Day 1: Project Contract Control Foundations

- Project Contract Handover Map
- Role, Authority, and Interface Matrix
- Deliverable and Acceptance Control Register
- Supplier Communication Record Method
- Project Contract Decision File Structure

Day 2: Performance, Change, and Risk Evidence

- Supplier Performance Evidence Sheet
- Contract Change Impact Assessment
- Project Risk and Issue Register
- Payment and Milestone Verification Checklist
- Escalation Threshold Decision Matrix

Day 3: Negotiation Preparation for Projects

- Negotiation Mandate and Authority Brief
- Interest and Position Mapping Method
- Issue Priority and Objective Ladder
- Option Development and Trade Matrix
- Concession Planning Control Sheet

Day 4: Conduct, Agreement, and Follow-Through

- Negotiation Opening and Agenda Plan
- Question, Listening, and Summarizing Method
- Proposal and Counterproposal Record
- Conditional Concession Exchange Method
- Agreement Confirmation and Action Log



Day 5: Project Contract Negotiation Practice

- Exercise: Diagnose a Supplier Performance Issue
- Exercise: Prepare Objectives and Authority Limits
- Exercise: Conduct a Change Negotiation Meeting
- Exercise: Record Agreement and Follow-Through Actions
- Capstone Exercise: Project Contract Negotiation Decision File

Practical Exercises

The course uses suggested activities to practice project contract negotiation and control in delivery settings.

- Suggested activity: assess performance evidence before a technology supplier discussion.
- Suggested activity: prepare interests, options, and authority limits for an engineering change.
- Suggested activity: exchange conditional concessions during a facilities-service negotiation.
- Suggested activity: document an agreement and follow-through actions for a logistics project.

FAQs

Who suits project contract negotiation and control, and what does it assume?

Project contract negotiation and control suits professionals who support project delivery, supplier discussions, contract changes, and documented decisions and already work with project or contract information.

How does project contract negotiation differ from advanced commercial negotiation?

Project contract negotiation focuses on delivery evidence, authority, changes, supplier issues, and recorded follow-through, while advanced commercial negotiation addresses wider deal strategy, complex pricing, portfolio leverage, and senior commercial structures.

How should project contract negotiation objectives be prepared?

Project contract negotiation objectives should connect evidence, interests, issue priorities, desired outcomes, acceptable options, authority limits, concessions, questions, and follow-through responsibilities in one preparation record.

How are concessions controlled during project contract negotiation?

Concessions are controlled through planned limits, conditional exchanges, recorded approvals, impact checks, clear summaries, and confirmation that each exchange supports project constraints and agreed objectives.



What should a project contract negotiation record contain?

A project contract negotiation record should contain the mandate, attendees, issues, evidence, proposals, counterproposals, concessions, authority decisions, agreed wording, unresolved matters, owners, deadlines, and follow-through actions.

Conclusion

Participants take back a Project Contract Negotiation Decision File that joins delivery evidence, objectives, interests, options, authority, concessions, agreements, and actions. The file gives project teams a controlled basis for supplier discussions. It strengthens decision traceability, negotiation discipline, and follow-through across project contracts.



Training Course Categories

Agile PM and Project Management Training Courses

Agribusiness & Food Security Training Courses

Certified Courses By International Bodies

Communication and Public Relations Training Courses

Data Analytics Training and Data Science Courses

Digital Government & Public Service Training Courses

Education and Learning Development Training Courses

Environment & Sustainability Training Courses

Facilities and Real Estate Training Courses

Finance and Accounting Training Courses

Governance, Risk and Compliance Training Courses

Healthcare Management Training Courses

Heritage Conservation and Museum Management
Training Courses

Hospitality and Tourism Training Courses

Human Resources Training and Development Courses

IT Security Training & IT Training Courses

Leadership and Management Training Courses

Legal Training, Procurement and Contracting Courses

Maintenance Training and Engineering Training Courses

Marketing, Customer Relations, and Sales Courses

Occupational Health, Safety and Security Training
Courses

Oil & Gas Training and Other Technical Courses

Personal & Self-Development Training Courses

Quality and Operations Management Training Courses

Secretarial and Administration Training Courses

Shipping, Maritime and Ports Training Courses



Training Cities

Abu Dhabi UAE	Accra Ghana	Amman Jordan
Amsterdam Netherlands	Athens Greece	Baku Azerbaijan
Bali Indonesia	Bangkok Thailand	Barcelona Spain
Berlin Germany	Cairo Egypt	Cape town South Africa
Casablanca Morocco	Chicago USA	Doha Qatar
Dubai UAE	Frankfurt Germany	Geneva Switzerland
Istanbul Turkey	Jakarta Indonesia	Johannesburg South Africa
Kuala Lumpur Malaysia	Kuwait Kuwait	Langkawi Malaysia
Lisbon Portugal	London UK	Madrid Spain
Manama Bahrain	Marbella Spain	Milan Italy
Montreux Switzerland	Munich Germany	Muscat Oman
Nairobi Kenya	New York USA	Nice France

Training Cities

Paris

France

Phuket

Thailand

Port Louis

Mauritius

Porto

Portugal

Prague

Czech Republic

Rome

Italy

San Diego

USA

Seoul

South Korea

Sharm El-Sheikh

Egypt

Singapore

Singapore

Tashkent

Uzbekistan

Tbilisi

Georgia

Tokyo

Japan

Toronto

Canada

Trabzon

Turkey

Vienna

Austria

Zanzibar

Tanzania

Zoom

Online Training

Zurich

Switzerland