

Course Structure	
S. No.	Topic
1	<p>Introduction to Commercial Contract Management</p> <ul style="list-style-type: none"> • Contract & Commercial Management: An Introduction • Administrative Aspects • Cost Benefit Analysis • Sourcing Options • Undertaking a Terms Audit • Identification of Cost and Related Provisions • Types of Tenders
2	<p>Drafting of Contract</p> <ul style="list-style-type: none"> • Contract and Relationship Types • Terms and Conditions Overview • Validity and duration of contract; and Job / Contract start date and end date; • Partnership, Alliances and Distribution • SOW / SLA Production • Drafting Guidelines and Consideration o Drafting of Operational Terms • Other Strategic Considerations
3	<p>Commercial Contracts and Other Significant Aspects</p> <ul style="list-style-type: none"> • Intellectual Property • Competition Law • Outcome-based Contracting • Outsourcing Strategies • International Contracts
4	<p>Legal and Commercial Aspects</p> <ul style="list-style-type: none"> • Meaning, purpose and Importance of 'Indemnification clause' and its legal sanctity. • 'Consequential and economical damages' and acceptance criteria in a commercial contract. • 'Dispute resolution and jurisdiction' clauses in domestic and international contracts. • Insurance clauses and their impacts • Importance of Competition Act while finalising the contracts • Clauses relating to ownership and transfer of property from supplier to owner during the execution of the contract and corresponding vesting of risks. • Clauses Related to various Taxes
5	<p>Negotiation and Related Aspects</p> <ul style="list-style-type: none"> • Negotiation Planning, Overview and Objectives • Framing, Strategy and Goals • Negotiation Styles • Negotiation Techniques • Tactics, Tricks and Lessons Learned • Pricing and Financial Considerations • Interactive Case Study: Negotiation

6	<p>Bids and Related Aspects</p> <ul style="list-style-type: none">• RFI, RFP, RFQ• Responding to RFPs• Bid Process and Rules vis-à-vis eligibility criteria,• Influence of Laws on the Bid Process• Evaluation and Comparison of Financial Bids• Clauses relating to payment w.r.t EMD, Security Deposit etc. and terms & conditions relating to refund / invoke PBG / forfeiture• Stakeholder Management• Understanding Markets and Opportunities
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