

39 ChatGPT Prompts To Get Better Negotiation Results

+ how to become a certified procurement professionals in ChatGPT

Introduction

Hey, thanks for downloading this PDF!

This document will help you to increase your negotiation productivity and get better deal results.

If you're excited about what's possible with ChatGPT and want to learn more, have a look at our [course](#) to become a ChatGPT expert within procurement.

How to use our prompts:

- Most prompts are built in 2 parts:
 - [between brackets, you should give clear input to ChatGPT to describe your situation as detailed as possible, you should do this to get the best output]
 - After the brackets, you give ChatGPT the command or ask it the question
- For example:
 - [I'm a senior procurement manager for a mid-sized tech company, TechGenius Inc. We're negotiating a contract renewal with our primary hardware supplier, ElectroParts Ltd., a multinational corporation known for its bargaining prowess.

- Our company, TechGenius Inc., is looking to purchase 10,000 units of a specific hardware component over the next year. Our primary goal is to secure a unit price that is 15% lower than our current contract due to budget constraints, without compromising on the quality or the delivery timelines.
- Additionally, we're interested in potentially extending the warranty period from one to two years. The current market price for this component is slightly above what we're paying now, but given the volume of our order and the long-standing relationship with ElectroParts Ltd., we believe there's room for negotiation.
- ElectroParts Ltd., on the other hand, has recently invested heavily in R&D and is looking to stabilize its income sources. While they are likely keen on retaining our business, we anticipate some pushback on the price due to their increased R&D costs. They might also propose some newer models of the component at a higher price, arguing the benefits of the latest technology.]
- **What should be my negotiation strategy?**

Introduction

Important note:

Never enter sensitive information into ChatGPT. If you want to get the most out of ChatGPT we recommend you rename the person/company you're talking about.

For example: Supplier Coca-Cola becomes 'Soda X'.

What is a prompt?

In ChatGPT, a prompt is like a special question that helps a computer talk to you.

When you ask the computer a question, it uses the prompt to understand what you want to know and gives you an answer. It's like a map that helps the computer find the right way to talk to you.

Marijn Overvest

Founder Procurement Tactics



Negotiation

Negotiation preparation

1. [Describe your negotiation setting, include your goals as specific as possible, and describe the company you're negotiating with]: How can I ensure that these goals are met?
2. [Describe your negotiation setting, include your goals as specific as possible, and describe the company you're negotiating with]: What are potential BATNAs? How can I leverage each of them to get a better deal?
3. [Describe your negotiation setting, include your goals as specific as possible, and describe the company you're negotiating with] What is the other party's motivation for this negotiation, and how can you use that to your advantage?"
4. "Considering I'll be negotiating with [insert all information about your negotiation counterpart you know], what key insights or background information should I be aware of?"
5. If my main goal is [insert your desired goal], what could be the best alternatives if the negotiation doesn't reach an agreement?
6. Given the [insert specific industry/sector details], what external factors might significantly influence our negotiation?

Negotiation Strategy

7. [Describe your negotiation setting and deal variables, include your goals as specific as possible, and describe the company you're negotiating with]: What should be my negotiation strategy?
8. [Describe your negotiation setting and deal variables, include your goals as specific as possible, and describe the company you're negotiating with. Also, enter the URL of the company you're negotiating with] This is the website of the company I'm negotiating with. Please analyze it, and give me an executive summary of what they will find important in this negotiation.
9. [Describe your negotiation setting and deal variables, include your goals as specific as possible, and describe the company you're negotiating with] What are the potential roadblocks or objections that may arise during the negotiation? How can I address them effectively?
10. [Describe your negotiation setting and deal variables, include your goals as specific as possible, and describe the company you're negotiating with] How can I create a win-win situation for both parties? What compromises or trade-offs can I propose?

Negotiation

- 1 1. [Describe your negotiation setting and deal variables, include your goals as specific as possible, and describe the company you're negotiating with] What information do I need to gather before the negotiation? How can I obtain this information?
- 1 2. [Describe your negotiation setting and deal variables, include your goals as specific as possible, and describe the company you're negotiating with] What are the potential risks and uncertainties involved in the negotiation, and how can you address them effectively?
- 1 3. [Describe your negotiation setting and deal variables, include your goals as specific as possible, and describe the company you're negotiating with] What are the alternatives to reaching a deal, and how can you use them to create leverage in the negotiation?
- 1 4. [Describe your negotiation setting and deal variables, include your goals as specific as possible, and describe the company you're negotiating with] How can you use data and analytics to support your negotiation position and demonstrate the value of your proposal?

- 1 5. Describe your negotiation setting and deal variables, include your goals as specific as possible, and describe the company you're negotiating with] In my upcoming negotiation with, should I lean towards a competitive or collaborative approach? Why?
- 1 6. [Describe your negotiation setting and deal variables, include your goals as specific as possible, and describe the company you're negotiating with] What typical concessions might be relevant in this context?
- 1 7. [Describe your negotiation setting and deal variables, include your goals as specific as possible, and describe the company you're negotiating with] What might be the typical phases or stages I should prepare for?"

Negotiation tactics

- 1 8. [Describe your negotiation setting and deal variables, include your goals as specific as possible, and describe the company you're negotiating with] How can I leverage my relationships and connections with the other party to develop effective negotiation tactics?

Negotiation

- 1 9. [Describe your negotiation setting and deal variables, include your goals as specific as possible, and describe the company you're negotiating with] What potential risks or obstacles may arise during the negotiation? How can I develop tactics to mitigate these risks?
- 2 0. [Describe your negotiation setting and deal variables, include your goals as specific as possible, and describe the company you're negotiating with] How can I use creative thinking and problem-solving to develop unique negotiation tactics?
- 2 1. [Describe your negotiation setting and deal variables, include your goals as specific as possible, and describe the company you're negotiating with] What is an opening statement that will set the tone for the negotiation? How can I establish rapport and build trust with the other party?
- 2 2. [Describe your negotiation setting and deal variables, include your goals as specific as possible, and describe the company you're negotiating with] How can I ask probing questions to better understand their perspective and needs?
- 2 3. [Describe your negotiation setting and deal variables, include your goals as specific as possible, and describe the company you're negotiating with] How can I use negotiation tactics such as anchoring, framing, and concessions to achieve my goals?
- 2 4. [Describe your negotiation setting and deal variables, include your goals as specific as possible, and describe the company you're negotiating with] What objections might arise and how can I best address them?
- 2 5. [Describe your negotiation setting and deal variables, include your goals as specific as possible, and describe the company you're negotiating with] How can I effectively set an anchor to influence subsequent discussions?
- 2 6. [Describe your negotiation setting and deal variables, include your goals as specific as possible, and describe the company you're negotiating with] How can I use the principle of reciprocity to enhance negotiation outcomes?
- 2 7. [Describe your negotiation setting and deal variables, include your goals as specific as possible, and describe the company you're negotiating with] When and how should I use the nibble tactic to ask for a small concession?
- 2 8. [Describe your negotiation setting and deal variables, include your goals as specific as possible, and describe the company you're negotiating with] How can I apply the 'feel, felt, found' technique effectively?

Negotiation

Roleplaying

- 2 9. I want you to act as a supplier selling [product], I will be the procurement manager of [company], and I want to order [products] for [price]. Pretend you're not satisfied with my offer, and negotiate it with me. Please give me a hard time. Don't come up with your answer at once, wait until I reply before you come up with your next line, and make it conversational.
- 3 0. I plan to close with [insert your intended closing statement or technique]. How effective is it and what feedback can you offer?
- 3 1. Roleplay a high-pressure negotiation scenario related to [insert specific situation]. I aim to achieve [insert specific goal]. Let's see how I manage.

Follow-up prompts

- 3 2. Can you clarify the implications of this aspect?
- 3 3. What potential risks do you foresee in this approach?
- 3 4. Can you outline alternative negotiation scenarios that might emerge?
- 3 5. How effective do you think our current tactics are? Are there any modifications you'd recommend?

- 3 6. Can you elaborate on the possible motivations driving the counterparty's position?
- 3 7. Are there any additional strategies or tactics you'd suggest we consider?
- 3 8. How might changes in the market or industry affect our negotiation?
- 3 9. What should our next steps be in the negotiation process?

Want to learn more?

We hope these prompts will help you to understand ChatGPT. If you're excited about what's possible with ChatGPT and want to learn more, have a look at our [course](#) to become a ChatGPT expert within procurement. On the next pages you'll find more information on the course content. Have a great day!

Marijn Overvest

Founder Procurement Tactics

