



Negotiations in English: Useful Phrases for Terms, Concessions, and Agreements

50 words

ENGLISH	TRANSCRIPTION
term	[tɜ:m]
agreement	[ə'gri:mənt]
proposal	[prə'pəʊzəl]
counteroffer	['kaʊntərəʊfə]
concession	[kən'seʃn]
compromise	['kɒmprəmaɪz]
price point	[praɪs pɔɪnt]
discount	['dɪskaʊnt]
margin	['mɑ:dʒɪn]
deadline	['dedlaɪn]
scope	[skəʊp]
objection	[əb'dʒekʃn]
requirement	[rɪ'kwɪəmənt]
condition	[kən'dɪʃn]
contract	['kɒntrækt]
clause	[klaʊz]
commitment	[kə'mɪtmənt]
leverage	['li:vərɪdʒ]
vendor	['vendə]
buyer	['baɪə]
flexibility	[,fleksə'bɪləti]
final terms	['faɪnl tɜ:mz]
mutual benefit	['mju:tʃuəl 'benɪfɪt]
finalize	['faɪnəlaɪz]

ENGLISH	TRANSCRIPTION
deal	/di:l/
offer	/'ɒfə(r)/
price	/praɪs/
rate	/reɪt/
payment terms	/'peɪmənt tɜ:mz/
renewal	/rɪ'nju:əl/
settlement	/'setlmənt/
bargaining power	/'bɑ:gəneɪŋ ,pəʊə(r)/
non-negotiable	/,nɒn nɪ'gəʊfəbəl/
revision	/rɪ'vɪʒən/
approval process	/ə'pru:vəl 'prəʊses/
delivery date	/dɪ'lɪvəri deɪt/
penalty clause	/'penəlti klə:z/
legal review	/'li:gəl rɪ'vju:/
final offer	/'faɪnəl 'ɒfə(r)/
long-term partnership	/,lɒŋ tɜ:m 'pɑ:tnəʃɪp/
purchase volume	/'pɜ:tʃəs ,vɒljʊ:m/
minimum order	/'mɪnɪməm 'ɔ:də(r)/
lead time	/'li:d taɪm/
warranty	/'wɒrənti/
service level	/'sɜ:vɪs ,levəl/
cancellation term	/,kænsə'leɪʃən tɜ:m/
mutual agreement	/'mju:tʃuəl ə'gri:mənt/
acceptable range	/ək'septəbəl reɪndʒ/
sign-off	/'saɪn ɒf/
renewal option	/rɪ'nju:əl 'ɒpʃən/

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20 phrases

ENGLISH

We'd like to discuss the terms of the agreement.

The current price is above our budget.

Could you be more flexible on the price?

We can offer a discount if the order volume increases.

That would be difficult on our side.

We're willing to be flexible on the timeline.

We would need a stronger commitment on delivery.

Let's look for a solution that works for both sides.

We can accept those terms under one condition.

That sounds like a reasonable compromise.

So we're agreed on the final terms.

Let's finalize the agreement by Friday.

We are looking for more flexible payment terms.

Could you improve your offer on volume?

This price is above our budget.

We are willing to make a concession here.

Let's focus on the final terms of the contract.

That condition is non-negotiable for us.

Can we find a middle ground?

I think we are close to an agreement.

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