



Procurement & Supply Chain Operations

Advanced Procurement Management

Course Introduction

It is undeniably essential for the procurement department of any organization to constantly deliver value to the organization by delivering products and services that contributes to the well-being of the organization. This training course is designed with an aim to advance the knowledge and skills of procurement professionals in any organization. This course focuses on the importance of strategic procurement strategies and systems within departments, and how to use these concepts and ideas in to ensure procurement efficiency and effectiveness, and thereby reduce costs throughout the supply chain.

Target Audience

Procurement Professionals and anyone who is related to purchasing

Learning Objectives

- Gain a comprehensive understanding of the skills significant to effectively manage procurement.
- procurement.
- Conduct Procurement Management Audits
- Enhance knowledge and skills required for effective supplier relationships
- Identify critical supply strategies and maintain successful negotiations
- Apply the concepts of activity-based costing.
- Manage and lead the procurement department
- Create rapport, build trust and establish credibility in a work group
- Obtain greater results by utilizing advanced negotiation techniques
- Manage procurement awards and contracts.

- Explore the use of IT in procurement and develop an E-procurement system

Course Outline

• Day 01

Purchasing and the Organisation

- Purchasing and its contribution to the organisation
- The Supply Chain
- The influence of the External Environment
- Purchasing Organisations
- The Procurement Cycle
- Critical Supply Strategies
- Effective procurement management
- Elements effective procurement management
- The procurement professional
- Procurement processes and cycle – advanced concepts

• Day 02

Procurement Management Audit

- The 5 W&H of Procurement Management Audit
- Management audit planning & preparation
- Management audit methodology & tools
- Identifying, collecting and verifying the required data
- Analyzing the data
- Preparing the Procurement Management Audit Report
- Case study & Final Examination
- Supplier Management
- Transforming the Supplier Relationship
- Supplier Evaluation Criteria
- Appropriate Supplier Methodologies
- Total Cost Approach
- How to be a Good Customer
- Shrinking the Supplier Base

• Day 03

Communication and Change

- Communication techniques of verbal, non-verbal and written
- Methods of communication lead to more productive work and minimize stress
- Communication and interaction openness develops trust
- Identification of interpersonal interaction methods
- Recognizing response to and perceptions of change
- Analysing and preparing for the human reaction to change.

Procurement Strategic Planning

- Formulating Procurement Vision & Mission
- Setting Procurement Strategic Objectives
- Conducting procurement Related Strategic Situation Analyses
- Crafting Procurement Strategic Plan & Programs

• Day 04

Project Procurement, Tendering and Contract Management

- The Tender Process
- The Tender Team
- Project Procurement Plans
- Invitation to Tenders
- Evaluating Tenders
- Awarding Tenders
- Contract Management
- Negotiation Techniques
- Avoiding Confrontational Negotiating
- Developing Active Listening Skills
- Negotiating with an Angry Person
- Power Closes that are used on the Buyer
- Understanding the other Negotiator's Power
- Negotiation Tactics and Countermeasures

• Day 05

Managing Procurement Talent

- Attract and Retain Supply Management Talent
- Supplier Measurement
- Vendor Rating
- Action Planning

Managing e-Procurement

- What is e-Procurement
- Developing Your e-Procurement system
- Pre-requirements for developing an e-Procurement system
- e-Procurement business models
- Components of an e-Procurement system
- e-Procurement processes
- e-Procurement hardware and software
- e-Procurement user administration & security

Confirmed Sessions

FROM	TO	DURATION	FEES	LOCATION
May 18, 2025	May 22, 2025	5 days	5950.00 \$	USA - Los Angeles
May 25, 2025	May 29, 2025	5 days	4250.00 \$	Morocco - Marakesh
July 28, 2025	Aug. 1, 2025	5 days	4950.00 \$	Spain - Barcelona
Dec. 14, 2025	Dec. 18, 2025	5 days	4250.00 \$	KSA - Al Khobar