



Procurement & Supply Chain Operations

Modern Methods of Procurement and Cost Analysis Arts

Course Introduction

Purchasing is one of the most important functions for successful organisations, whether it is selecting and applying the appropriate methodologies to ensure value for money or monitoring high quality delivery by suppliers which requires collaboration across all functions and a strong contractual underpinning of the supplier relationship. To ensure that this occurs requires a complete understanding of the needs of the organisation, and the capabilities in the supply market.

Target Audience

- Procurement Manager / Supervisor
- Procurement officer / assistant
- Purchase officer
- Vendor manager
- Supplier relationship officer
- Purchase coordinator
- International Buyer
- Category purchasing manager
- Supply chain officer- Procurements
- Logistics Professionals
- Distribution Managers
- Working in this field
- These who wants to start a career in this field

Learning Objectives

- Be more effective in managing purchasing
- Develop appropriate strategies for delivering value

- Use appropriate methodologies for managing suppliers
- Be able to use tendering, negotiation and other techniques
- Enhance value obtained from suppliers
- How to measure and improve the performance of the Purchasing function

Course Outline

• Day 01

The Basis of Purchasing Management

- Principles of Good Procurement within the Supply Chain
- Understanding the Supply Chain
- Requirements and Specifications
- Spend mapping
- Supply Segmentation
- Price, cost and value
- Principles of Good Management
- Strategy, vision
- Objectives of Purchasing management
- Organisational structure

• Day 02

Sourcing and Supplier management

- Appropriate sourcing techniques
- Tendering
- Open, Restricted, negotiated, competitive dialogue.
- PQQ – pre-qualification questionnaires
- Tender evaluation
- Negotiation
- Electronic procurement
- E-auctions
- Assessing and allocating risk
- Identifying Risk
- Mitigating Risk
- Approved supplier lists and blacklists

• Day 03

Risks and Opportunities in the Supply Market

- Supplier Management and Development
- Supplier Evaluation
- Partnerships and alliances
- Supplier Development
- Local supplier development
- Corporate Social Responsibility
- Ethical and Environmentally responsible sourcing

• Day 04

Managing Suppliers

- Managing Partnerships
- Appropriate opportunities for partnering and alliances
- Structure of partnerships
- Duration and end of partnership arrangements
- Managing non-critical suppliers
- Negotiation
- Managing Service Suppliers
- Service Level Agreements
- Supplier non-conformance and corrective actions

• Day 05

Measuring Performance and Leading Change

- Measuring Performance
- Key Performance Measures
- Financial Measures
- Leading Change
- Ensuring Cross functional collaboration
- Promoting Purchasing to the organisation
- Stakeholder analysis
- Action planning
- Bottom of Form

Confirmed Sessions

FROM	TO	DURATION	FEES	LOCATION
June 29, 2025	July 3, 2025	5 days	4250.00 \$	KSA - Riyadh
Sept. 8, 2025	Sept. 12, 2025	5 days	4950.00 \$	Singapore - Singapore
Dec. 1, 2025	Dec. 5, 2025	5 days	4250.00 \$	UAE - Dubai