



Consulting and Training | Reach New Heights

**Course Name**

# Advanced Procurement Management

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**Sector Name**

Procurement & Supply Chain Operations

**Document Type**

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## 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 contribute to the well-being of the organization. This training course is designed with the aim of advancing 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 to ensure procurement efficiency and effectiveness, and thereby reduce costs throughout the supply chain.

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### Target Audience

Procurement Professionals and anyone who is related to purchasing.

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## Advanced Procurement Management

### Learning Objectives

- ✓ Gain a comprehensive understanding of the skills significant to effectively manage 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

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## Advanced Procurement Management

### 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 of effective procurement management
- ✓ The procurement professional
- ✓ Procurement processes and cycle – advanced concepts

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### Course Outline

#### ✓ 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

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### Course Outline

#### ✓ 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 develop 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

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### Course Outline

#### ✓ 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

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### Course Outline

#### ✓ 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

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## Advanced Procurement Management

### Confirmed Sessions

FROM	TO	DURATION	FEES	LOCATION
May 24, 2027	May 28, 2027	5 days	5950.00 \$	USA , Los Angeles
Aug. 3, 2026	Aug. 7, 2026	5 days	4950.00 \$	Spain , Barcelona
Dec. 20, 2026	Dec. 24, 2026	5 days	4250.00 \$	KSA , Al Khobar
March 15, 2027	March 19, 2027	5 days	4250.00 \$	UAE , Dubai

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