

Course Name

Purchasing Management and Cost Saving Techniques

Sector Name

Procurement & Supply Chain Operations

Document Type

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Purchasing Management and Cost Saving Techniques

Course Introduction

Managing a purchasing department in the 21st century is a challenging task. In today's global economy, the purchasing function has become increasingly complex.

This course will explore effective strategies for managing suppliers, even those located thousands of kilometers away, while ensuring real cost savings. Additionally, we will examine the role of the purchasing department within the broader supply chain and discuss best practices for managing it to successfully achieve key performance indicators (KPIs).

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Target Audience

- ✓ Senior buyers
- ✓ Purchasing supervisors
- ✓ Purchasing managers and other managers who need to understand purchasing management.

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Learning Objectives

- ✓ Define the strategic role of the purchasing department
- ✓ Perform accurate supplier evaluation
- ✓ Develop effective negotiation strategies with all suppliers
- ✓ Explain the importance of value analysis to purchasing
- ✓ Evaluate the performance of the department using proper Key Performance Indicators (KPIs)
- ✓ Improve the efficiency of the purchasing department

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Course Outline

✓ Day 01

The strategic function of purchasing

- ✓ Intro to Supply Chains
- ✓ The link between the purchasing function and organizational strategy
- ✓ Creating a purchasing mission statement
- ✓ Matching the purchasing mission with the company's mission
- ✓ Writing the department's objectives
- ✓ Balancing quality, service, and price
- ✓ Evolution in Strategies for Purchasing

Supplier evaluation and negotiation

- ✓ Negotiating with suppliers
- ✓ Planning for negotiation
- ✓ Negotiation tactics
- ✓ Tendering process
- ✓ Choosing the right suppliers

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Course Outline

✓ Day 02

Value analysis

- ✓ The value analysis approach
- ✓ 16 key strategic questions to ask
- ✓ How the 16 questions will reduce the total cost
- ✓ Commodity groups
- ✓ Adding value as a purchasing manager

Managing and evaluating the department's performance

- ✓ Reasons for departmental performance appraisal
- ✓ Managing other buyers
- ✓ Continuous development for the buyers
- ✓ Management by objectives
- ✓ Key Performance Indicators for purchasing
- ✓ Choosing the right KPIs for purchasing

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Course Outline

✓ Day 03

Improving purchasing efficiency

- ✓ Evaluating service to end users
- ✓ Conducting the right surveys
- ✓ Ethical behavior with suppliers, end users, and within the department
- ✓ Purchasing policies and procedures
- ✓ Training the staff

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Confirmed Sessions

FROM	TO	DURATION	FEES	LOCATION
Oct. 11, 2027	Oct. 13, 2027	3 days	3250.00 \$	UAE , Dubai
July 5, 2027	July 7, 2027	3 days	3250.00 \$	UAE , Dubai
Dec. 21, 2026	Dec. 23, 2026	3 days	3950.00 \$	Indonesia , Jakarta
April 4, 2027	April 6, 2027	3 days	3250.00 \$	KSA , Jeddah

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