



An Intensive 5-Day Training Course

Advanced Purchasing Management

PROGRAMME SUMMARY

The EuroMaTech Advanced Purchasing Management training course covers the purchasing process from specification through to contract completion. The intention is to develop general skills with application to a wide range of purchasing situations, and to allow participants to have an awareness of practices in other regions and other industries which may add value to their own situations.


Date	Venue	Fee(\$)
27 Jun - 01 Jul 2022	London	US\$ 5,950
11 - 15 Sep 2022	Dubai	US\$ 4,950
28 Nov - 02 Dec 2022	Amsterdam	US\$ 5,950

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.

This EuroMaTech training course is designed to:

- Explore the practices seen as leading to world class performance in purchasing and procurement, and supply chain management
- Enable participants to develop appropriate sourcing and supplier management plans
- Help delegates to develop action plans for implementation within their organisation to improve total value for their organisation

Virtual
 learning service
 available 



TRAINING METHODOLOGY

The Advanced Purchasing Management training course will combine conventional teaching with a high level of participation; including an interactive approach to involving participants in discussion of topics; exercises; and encouraging participants to bring their own experiences forward for discussion and debate.

WHO SHOULD ATTEND

This intensive 5-day Advanced Purchasing Management training course is suitable for personnel who work across the business including from:

- Projects
- Tenders and Contracts
- Purchasing
- Finance

Those new to the purchasing function, preparing for a major project, or experienced managers looking for a refresher will also benefit from this EuroMaTech Advanced Procurement training course.

PROGRAMME OBJECTIVES

This Advanced EuroMaTech virtual training course aims to enable participants to:

- 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

In-house Training

EuroMaTech is capable of conducting this training programme exclusively for your delegates. Please e-mail us on inhouse@euromatech.ae for further information and/or to receive a comprehensive proposal.



+971 50 196 6003

Email Address:
info@euromatech.ae

Website:
www.euromatech.com

QUALITY CERTIFICATIONS & ACCREDITATIONS



COURSE OUTLINE



Day 1

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 2

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 3

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 4

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 5

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

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This fee is inclusive of instruction materials, documentation, lunch, coffee/tea breaks & snack. All Fees are subject to 5% Value Added Tax (VAT).*

Your Details

Name (Mr/Ms):.....

Position:..... Organisation:.....

Address:.....

City / Country:

Telephone: Email:

Mode Of Payment

Please find enclosed a cheque made payable to EuroMaTech

Please invoice me

Please invoice my company as follows:

Contact Name:

Company Name:

Address:.....

Email:

Documentation

High Quality material has been prepared by the Seminar Leader for distribution to delegates.

Certificates

A Certificate of Completion will be issued to those who attend & successfully complete the programme.

Schedule

Our Course timings commences at 08:30 and concludes at 14:00, followed by lunch on a daily basis.

Hotel Accommodation

EuroMaTech has negotiated special rates for a limited number of rooms in the hotel. Early registration will help to secure a room at the reduced rate.

Registration & Payment

Please complete the registration form on this page & return it to us indicating your preferred mode of payment. For Further Information, email us at info@euromatech.ae.

Cancellation Policy

Request for seminar cancellation must be made in writing & received at EuroMaTech three weeks prior to the seminar date. A U.S.\$250/- processing fee will be charged per delegate for each cancellation. Thereafter, we regret that we are unable to refund any fees due, although in such cases we would be happy to welcome a colleague who would substitute for you.

Disclaimer

EuroMaTech reserves the right to alter the content, location of the Seminar, or the identity of the speakers in case of events beyond our control.

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