

EXCELLENT TRADE CONSULTANCY

PURCHASING AND PROCUREMENT



Course Summary

Procurement is the process of buying goods, works and services to satisfy the identified needs. Procurement is an important function as it enables all them to acquire goods, services and construction works needed to fulfill their objectives. For organization to be able to improve service delivery, they have to acquire goods, services and works of the right quality, at the right time, in the right quantity, from the right source and at the right price.

Objectives:

- To understand the procurement environment and its criticality.
- Identify the role of various parties in Procurement.
- Drawing the procurement planning for cost effectiveness

Learning Outcome:

- Able to differentiate both purchasing and procurement concepts.
- Able to understand the best practice of procurement.
- Analyse the aspect of cost effectiveness.

Contents:

- *Understanding the Procurement Environment*
- *Procurement of Goods, Services and Works.*
- *Outsourcing Concepts*
- *Material Planning*
- *Selecting Suppliers*
- *Procurement Trends*
- *Sourcing Management*
- *Measuring Suppliers*
- *Supplier Relationship Management*
- *Incoterm 2020*