

DAY 1

Seeing Procurement as a Dynamic, Interactive System

- The System Approach vs. the Traditional Functional Approach
- What is the goal of Procurement?
- Developing the Strategic Procurement Plan
- An Overview of the Procurement Process
- Procurement as Part of the Supply Chain

DAY 2

Developing the Strategic Procurement Decisions

- Make / Buy Decision
- Vertical Integration
- Alliances and Partnerships
- Inter-company Trade
- Reciprocity and Counter Trade
- Supplier Strategy
- The Coordination Strategy
- The Purchasing Organisation

DAY 3

Implementing the Tactical Procurement Decisions

- Supplier Involvement
- Value Analysis
- Quality Assurance
- Supplier Selection
- Supplier Rating and Ranking
- Contract Management
- IT Systems and e-Procurement
- Policies and Procedures
- Staffing the Procurement Department

DAY 4

Dealing with Operational Procurement Decisions

- Selecting the most Appropriate Ordering Process
- Addressing Quality Issues
- Follow-up
- Overdue Orders
- Expediting
- The Payment Process
- Reducing the Cost of Procurement: Small Value Purchase Orders

DAY 5

Contingency Procurement Decisions

- The Different Contingency Situations
- Contingency Management

Procurement Performance Measurement

- Spend Analysis
- Total Cost of Ownership
- Supplier Performance Measurement