



Training Course	Procurement Best Practices
Course Language	English
Course Duration	Total Number of hours: 18 hours Days: 3 days Time: 8:00 am till 2:00 pm
Course Objectives	By attending this course, trainees would be able to learn how to develop high performance procurement process and to understand the most important competencies for purchasing personnel.
Course Content	Course Key Topic Area Includes: <ul style="list-style-type: none">- Trends in Procurement- Importance of procurement best practices- Quality Management- Price and cost management- Economic order quantity- When to buy?- Negotiation!- Ethics in Purchasing- Choosing suppliers



Learning Outcomes	<p>At the end of the program the trainees will be able to:</p> <ul style="list-style-type: none">- Identify Process of purchasing- Planning and organizing purchasing- Determine needs- Analysing Economic Order quantity- Management of procurement cost and Quality- Skills of Negotiation and Ethics in Procurement
Target Audience	Procurement personnel
Course Material /Technology used/ Details Relevant to the course.	<ul style="list-style-type: none">- Lectures- Group discussions- Cases- Games