

PROCUREMENT MANAGEMENT IN PROJECTS (PNSP)

Classroom (ILT): 3 days, 24 hours, 24 PDUs
Virtual (VCT): 3 * 4 hours, 12 PDUs

AFTER THE COURSE YOU WILL BETTER KNOW:

- ❖ All the steps of the Procurement live cycle
- ❖ Procurement strategies; contract administration; legal, commercial and financial aspects
- ❖ Techniques and skills on how to negotiate to reach a win-win

TARGET GROUP

- ❖ Project Managers,
- ❖ Functional Managers (Line Managers)
- ❖ Product Managers,
- ❖ Sponsors
- ❖ ... or any other person with responsibility for procuring products and services in projects.

TRAINING METHODS

We apply a training method based on learning by doing". This means optimizing your learning by combining the trainer's input with your own experience and active participation.

Can be delivered in classroom or as virtual.

The virtual course covers the same subjects but with less depth. The exercises are also different, and adapted to the virtual format.

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Procurement Management is increasingly growing in today's business environment, since companies and organizations tend to outsource and subcontract many activities.

In this course you will learn about the steps and techniques in Procurement management, in order to ensure successful projects.

As, in procurement management negotiation is crucial, this course is also focused on negotiation skills.

SUBJECTS

- ❖ Procurement Management process and roles
- ❖ Procurement strategies
- ❖ Legislation: considerations, obligations, types of contracts and orders
- ❖ Product/service costs and payment conditions
- ❖ Tender: analysis of market and suppliers, selection techniques
- ❖ Negotiation Skills:
 - ✓ Techniques, strategies and tactics
 - ✓ Know how to plan, start, do and conclude a successful negotiation
 - ✓ Human features (persuasion, negotiation styles and typologies)
 - ✓ Communication techniques
- ❖ International procurements
- ❖ Outsourcing, partnership and alliances

PREREQUISITES

Recommended: At least basic project management knowledge and experience