



Everything should be made as simple as possible, but not simpler.

Albert Einstein

Any intelligent fool can make things bigger, more complex, and more violent. It takes a touch of genius - and a lot of courage - to move in the opposite direction.

E.F. Schumacher (*Thanks, Arly*)

It is simplicity that makes the uneducated more effective than the educated ...

Aristotle (384 BC - 322 BC), *Rhetoric*

What is Procurement?

Procurement is ...

© Kavaq/PPC 3

What's the Purpose of a Procurement Department?

- **Achieve ...**
- **Improve ...**

© Kavaq/PPC 4

How to Position Procurement to Top Management?

Procurement is ...

The Starting Point in Procurement?

Understanding ...

For this we have 2 Trainings :

1.

2.

The Full Procurement Process from A to Z?

1. Understand

Why ...

Do We Really ...

e.g. ...

The Full Procurement Process from A to Z?

2. Gather ...

Find Out ...

The Full Procurement Process from A to Z?

3. Contact ...

RFI ...

RFQ ...

RFP ...

RFT ...

The Full Procurement Process from A to Z?

4. Supplier ...

No. 2, No. 3 & No. 4 Relate to which trainings

1.

2.

The Full Procurement Process from A to Z?

5. ...

Ensuring a Buyer

Focus is on

The Best Courses on This are:

- 1.
- 2.

The Full Procurement Process from A to Z?

6. Contract ...

Ensuring that the Supplier Delivers what he promised:

- 1.
- 2.
- 3.

The Best Course To Attend:

- 1.

The Full Procurement Process from A to Z?

7. Performance ...

Measuring ...

The Best Course To Attend:

Specific Distinctions Within Procurement?

1. Buying Goods vs Services

**Buying Services is Very Different from
Buying Goods**

The Best Course To Attend:

Excellence in the Procurement of Services

For

Those who buy services eg ...

Specific Distinctions Within Procurement?

2. Category Management

A Buyer Needs to be well versed with the specific category of goods/services he buys. That makes him effective as he knows the working of the suppliers.

The Best Course To Attend:
Category Management in Procurement

Specific Distinctions Within Procurement?

3. Focus on Cost Reduction

Every Buyer's Final Objective is to: ...

To this purpose there are 4 courses:

- 1.
- 2.
- 3.
- 4.

Summary for Each Course

1. Best Procurement Practices

What Every Buyer Must Know about procurement?

Provides a ...

Applicable for

© Kavaq/PPC 17

Summary for Each Course

2. 7 Step Strategic Sourcing

The Difference between this and Best Procurement Practices is that it touches in some different Best Practices &

It is suited to ...

© Kavaq/PPC 18

Summary for Each Course

3. Purchasing & Contracts Cost Price Analysis

This Course provides a...

Applicable to:...

© Kavaq/PPC 19

Summary for Each Course

**4. Purchasing & Contracts Negotiations
Planning & Strategies**

How to ...

Extensive ...

Plus ...

Applicable for ...

© Kavaq/PPC 20

Summary for Each Course

5. Cost Reduction In Purchasing

Effective...

© Kavaq/PPC 21

Summary for Each Course

6. Tender Management

Tools & Strategies to ...

© Kavaq/PPC 22

Summary for Each Course

7. Contract Administration

Ensuring ...

© Kavaq/PPC 23

Summary for Each Course

8. Excellence in the Procurement of Services

It is very different...

This course shows ...

© Kavaq/PPC 24

Summary for Each Course

9. Vendor Selection & Qualification

As the name says...

