



### Client's Views:

"I got the feedback from Mr. ... , one of my organization's nominees at your recently concluded course at PSTD on **Smart Purchasing**. Mr. ... said to me that he had never learnt so much about purchasing as he could during those two days. That's a wonderful endorsement of what you did and what your organization stands for". **CEO, Algorithm Consulting (Pvt) Limited.**

### Training Uniqueness:

- Focus on practical application of theory with real life examples from global companies
- Examples from various industries – FMCG, Oil & Gas, Pharmaceutical, Services, Food Services, Retail, etc.
- Experience sharing from different parts of the world
- Practical handouts/worksheets for immediate application and use
- Case Studies during the trainings
- Post training assessment

### Shahzad Training & Consulting International (STCI)

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**Language:** English

### Methods of Delivery:

This training is available for delivery using following methods:

- **Instructor Lead Classroom Session:** 2 Days Duration
- **Virtual Classroom Session:** 4 Sessions of 4 Hours each
- **Self-Paced On-Line Learning Management System:** Recommended in 4 Sessions of 4 Hours each

**Target Audience:** Purchasing Managers and Buyers, Expeditors, Contract Managers, Sales Staff who want to know how purchasing staff are trained.

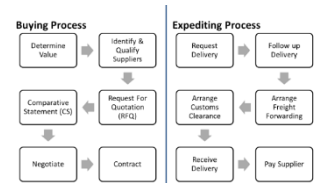
**Supply Chain is backbone of any organization** which deals with understanding your customer requirements and then delivering the product to the customer effectively and efficiently. Supply Chain for an organization ranges between 2-6% of its net sales, which is a significant amount of money. Hence, it is very beneficial to organizations to make their supply chain effective and efficient resulting in cost reduction and increase in customer satisfaction. Supply Chain has different components such as Supply & Demand Planning, Warehousing, Transportation and Purchasing.

### Training Course Introduction:

Every organization **buys items and services** to produce the finished goods and services they sell to their consumers. Purchases account for over 50% of the money spent by an organization. Hence, getting the right value is key in saving cost and increasing quality. This training provides practical aspects on how to obtain the best value and hence save cost.

### Training Course Objectives:

- To Define Purchasing
- To Introduce the purchasing process elements:
  - Setting Purchasing Priorities
  - Organizing Purchasing Resources
  - Executing Purchasing Strategy
- To Measure Purchasing Performance



### Training Content:

#### Difference between Purchasing, Procurement, and Value Buying

- What is the role of purchasing?
- Making Purchase Orders?
- Following up deliveries?
- Forwarding invoices for payment to finance?

#### Purchasing Organization

- Role of Buying
- Role of Expediting
- Required Qualities, Competence, Knowledge, and Experience
- Career Path Development
- Organizational Orientation

#### Supplier Qualification

- Criteria
- Assessment
- Selection

#### Contracting

- RFQ
- Comparative Statement
- Contract

#### Purchasing Execution

- Types of Purchases
- General Procurement Process

#### Value:

- Definition,
- Estimation,
- Components
- Comparison

#### Setting Purchasing Priorities

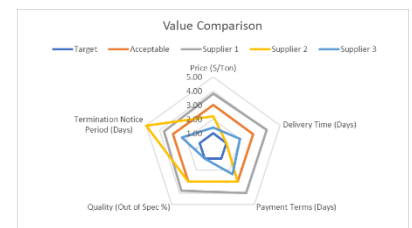
- ABC (Pareto or 80/20) Analysis
- Supply Positioning
- Supplier Preference
- Strategic Supply Positioning (SSP)

#### Expediting

#### Measuring Performance:

- Buying KPIs
- Expediting KPIs
- Saving Cost

#### Case Study Test



<b>Development Customer</b> High Value High Risk Customer: Current Supplier Supplier: New Supplier	<b>Core Customer</b> Medium Value Medium Risk Customer: Current Supplier Supplier: Current Supplier	<b>Development Customer</b> High Value High Risk Customer: Current Supplier Supplier: New Supplier	<b>Core Customer</b> Medium Value Medium Risk Customer: Current Supplier Supplier: Current Supplier
<b>High Value, High Risk</b>	<b>Medium Value, Medium Risk</b>	<b>High Value, High Risk</b>	<b>Medium Value, Medium Risk</b>
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### Training Methodology:

This training includes presentations, demonstrations, videos and exercises.

### Trainer

This training is conducted by **Ahsan S. Razaq**. His profile is attached and also available [here](#).