



*Training Course:  
Procurement Management*

*7 - 18 September 2026  
Geneva (Switzerland)*

## Training Course: Procurement Management

Training Course code: PU235673 From: 7 - 18 September 2026 Venue: Geneva (Switzerland) - Training Course Fees: 9550 € Euro

### Introduction:

This training program, designed by Global Horizon Training Center, provides a comprehensive understanding of procurement principles, strategies, and practices. Participants will explore key procurement processes, supplier relationship management, and techniques to enhance efficiency and cost-effectiveness. Through practical sessions, case studies, and workshops, participants will gain valuable insights into achieving organizational goals through strategic procurement.

### Objectives:

- Understand the fundamental principles of procurement and its role in organizational success.
- Develop skills in supplier selection, evaluation, and management.
- Master negotiation techniques for favorable contract terms.
- Learn to implement effective procurement planning and risk management strategies.
- Enhance their ability to conduct procurement audits and ensure compliance with policies.

### Target Audience:

- Procurement managers and officers.
- Supply chain professionals.
- Finance and operations personnel involved in procurement.
- Business owners and entrepreneurs.
- Professionals aiming to improve their procurement expertise.

### Training Outlines

#### Day 1: Fundamentals of Procurement Management

- Introduction to Procurement and Supply Chain.
- Strategic Role of Procurement in Organizations.

- Procurement Cycle and Processes.
- Key Performance Indicators KPIs for Procurement.
- Workshop: Mapping the Procurement Cycle.

#### Day 2: Supplier Selection and Management

- Identifying and Evaluating Potential Suppliers.
- Supplier Relationship Management SRM Strategies.
- Contract Management and Legal Considerations.
- Ethical Practices in Procurement.
- Workshop: Supplier Evaluation and Risk Assessment.

#### Day 3: Procurement Planning and Risk Management

- Forecasting and Planning Procurement Needs.
- Cost Analysis and Budgeting.
- Risk Identification and Mitigation Strategies.
- Leveraging Technology in Procurement e-Procurement.
- Workshop: Developing a Procurement Plan.

#### Day 4: Negotiation and Contracting Skills

- Preparing for Procurement Negotiations.
- Techniques for Successful Negotiations.
- Drafting and Managing Contracts.
- Conflict Resolution in Procurement.
- Workshop: Role-Playing Procurement Negotiations.

#### Day 5: Procurement Audits and Continuous Improvement

- Procurement Performance Monitoring and Evaluation.
- Conducting Procurement Audits.

- Trends and Innovations in Procurement.
- Building a Culture of Continuous Improvement.
- Workshop: Designing an Action Plan for Procurement Excellence.

#### Day 6: Advanced Procurement Analytics and Reporting

- Introduction to Procurement Data Analytics.
- Tools and Techniques for Procurement Reporting.
- Measuring Procurement ROI Return on Investment.
- Predictive Analytics in Procurement.
- **Workshop:** Building Dashboards for Procurement Metrics.

#### Day 7: Sustainable and Ethical Procurement Practices

- Principles of Sustainability in Procurement.
- Integrating Corporate Social Responsibility CSR into Procurement.
- Managing Green and Ethical Supply Chains.
- International Procurement Standards and Certifications.
- **Case Study:** Developing a Sustainable Procurement Strategy.

#### Day 8: Strategic Supplier Relationship Management SRM

- Building Long-Term Supplier Partnerships.
- Collaborative Procurement and Innovation.
- Managing Supplier Risks in Global Supply Chains.
- Enhancing Supplier Performance through KPIs.
- **Workshop:** Creating a Supplier Scorecard.

#### Day 9: Advanced Contract and Risk Management

- Identifying Contractual Risks and Mitigation Plans.
- Managing Multi-Year and Complex Contracts.

- Dispute Resolution and Arbitration in Procurement.
- Procurement Fraud: Detection and Prevention.
- **Workshop:** Drafting Risk-Proof Procurement Contracts.

#### Day 10: Leadership in Procurement and Supply Chain

- Developing Strategic Procurement Leadership Skills.
- Leading and Managing Procurement Teams.
- Aligning Procurement Goals with Organizational Objectives.
- Change Management in Procurement and Supply Chains.
- **Capstone Activity:** Presenting a Strategic Procurement Roadmap.

## Registration form on the Training Course: Procurement Management

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Complete & Mail or fax to Global Horizon Training Center (GHTC) at the address given below

### Delegate Information

Full Name (Mr / Ms / Dr / Eng): .....  
 Position: .....  
 Telephone / Mobile: .....  
 Personal E-Mail: .....  
 Official E-Mail: .....

### Company Information

Company Name: .....  
 Address: .....  
 City / Country: .....

### Person Responsible for Training and Development

Full Name (Mr / Ms / Dr / Eng): .....  
 Position: .....  
 Telephone / Mobile: .....  
 Personal E-Mail: .....  
 Official E-Mail: .....

### Payment Method

- Please find enclosed a cheque made payable to Global Horizon
- Please invoice me
- Please invoice my company

### Easy Ways To Register

Telephone:  
+201095004484 to  
provisionally reserve your  
place.

Fax your completed  
registration  
form to: +20233379764

E-mail to us :  
info@gh4t.com  
or training@gh4t.com

Complete & return the  
booking form with cheque  
to: Global Horizon  
3 Oudai street, Aldouki,  
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