

# Purchasing Best Practices

## Target audience

- Anyone in purchasing (production and non-production): purchasing managers, lead buyers, commodity buyers, project buyers, site buyers, etc

## Pre-requisites

- There are no pre-requisites for this course

## Objectives

- Master every stage of the purchasing process
- Take advantage of the best purchasing practices and tools
- Manage relationships with the different customer representatives
- Anticipate and manage purchasing risks

## On-the-job benefits

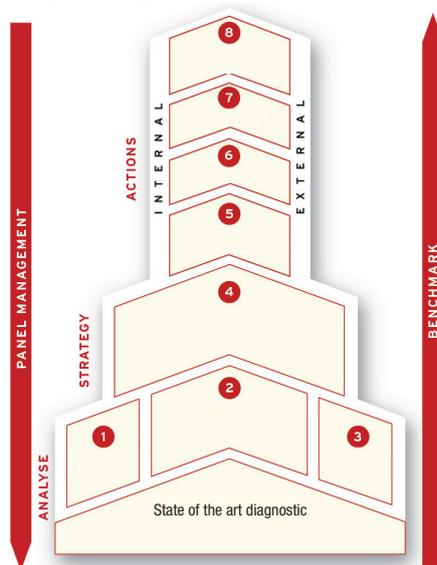
- Access best practice
- Limit the risks inherent in purchasing
- Develop reliable relationships with suppliers
- Control costs
- Know how to sell the added value of the function

## Benefits for the company

- Improve the professionalism of your buyers
- Standardise practices across your purchasing teams
- Unite teams around purchasing best practices
- Develop a purchasing community and network
- Encourage smoother teamwork between internal functions

## Special features of this course

The purchasing rocket: an eight-step process



### ANALYSE :

- 1) Identifying the need
- 2) Analysing the supplier market
- 3) Analysing costs

### STRATEGY:

- 4) Building a purchasing strategy

### ACTIONS:

- 5) Tendering and analysing offers
- 6) Negotiating
- 7) Contracting
- 8) Monitoring performance

Carry through a true-to-life corporate purchase process, based on case studies

### Look at the three areas of analysis from a fresh perspective:

- > Analyse your competitive environment using Porter's model
- > Make every buyer's dream come true by learning to calculate your "target price" using the Cost Model
- > Review the way in which you describe a need by optimising the buyer-seller pair

