CINPAA | INTERNATIONAL COOPERATIVE FOR TRAINING & CONSULTING

سينبا | التعاونية الدولية للتدريب والاستشارات



Training programme:

Modern Procurement Management: Efficiency, Negotiation, and Cost Control

Delivered in several cities and dates

OUR INTERNATIONAL PARTNERS:

ISDE Law Business School High Performance Education

Higher Institute of Law and Business (ISDE)

Professional Development Institute

Professional Development Institute

Universidad Camilo José Cela

Camilo José Cela University

SEK EDUCATION GROUP

ISO 29993:2017 Learning services for non-formal education and training

ISO 9001:2015

Modern Procurement Management: Efficiency, Negotiation, and Cost Control

About the programme:

This programme examines procurement as a strategic organisational function, connecting efficiency and negotiation with the management of procurement costs.

Objectives:

Developing participants' skills, knowledge, values and professional approaches in:

a. Understand modern procurement concepts and their strategic role in organizational success.

b. Apply effective negotiation techniques to secure favorable procurement terms.

c. Analyze and control procurement-related costs to reduce waste and inefficiency.

d. Integrate digital tools and smart technologies into procurement operations.

e. Build strong supplier relationships and effectively manage vendor performance.

Target audience:

a. Procurement and contract professionals

b. Tender committee members

c. Supply chain and purchasing officers

d. Finance and administrative staff

e. Anyone looking to enhance their skills in modern procurement practices

Daily programme:

• Day 1: Foundations of modern procurement

a. The evolution of procurement from an operational task to a strategic function

b. Procurement cycles and the main types of purchases

c. Need identification, specifications and purchase requisitions

d. Aligning procurement with organisational efficiency and service objectives

e. Case study: tracing a purchase from need identification to delivery and finding delays

f. Day output: procurement cycle map with control points

• Day 2: Procurement planning and market analysis

a. Developing an annual procurement plan linked to budgets and needs

b. Supplier and market research before choosing a procurement route

c. Selecting contract strategies and types of competition

d. Key decision factors: quality, price, timing and total cost

e. Workshop: preparing an annual procurement plan for a sample department

f. Day output: annual procurement plan with market notes

• Day 3: Negotiation and supplier management

a. Negotiation skills and techniques for procurement professionals

b. Negotiation models and preparation strategies

c. Supplier selection, qualification and due diligence

d. Supplier relationship management and performance evaluation

e. Workshop: negotiation role play on price, delivery and payment terms

f. Day output: negotiation preparation sheet and supplier scorecard

• Day 4: Cost control and financial oversight

a. Cost analysis methods in procurement: should-cost, life-cycle and spend analysis

b. Reducing unnecessary spending and maximising value for money

c. Procurement key performance indicators and how to report them

d. Practical cost-saving initiatives and how their savings are verified

e. Case study: analysing a spend dataset to find consolidation and saving opportunities

f. Day output: cost reduction opportunities with procurement KPIs

• Day 5: Digital transformation and smart procurement tools

a. Automation in procurement operations and the processes best suited to it

b. AI and robotic process automation applications in procurement

c. e-Procurement systems and platforms: functions and implementation steps

d. Lessons from organisations that have digitised their procurement

e. Workshop: designing an e-procurement and automation roadmap for a procurement unit

f. Day output: smart procurement roadmap

Training methods and certificates:

Our programmes are built on modern pedagogy that combines theoretical knowledge with practical application, in line with participants' needs and the demands of the workplace. Methods include:

- **Interactive workshops:** analysis of real data and group discussions that strengthen practical understanding.
- **Case studies:** examples from international organisations that highlight real successes and challenges.
- **Realistic simulations:** participants train through professional scenarios that mirror real situations requiring decisions and situation management.
- **Advanced tools and technologies:** hands-on practice with up-to-date training software and tools suited to each field.

Certificates:

On successful completion, participants receive a certificate issued by CINPAA, a training institute officially registered in the European Union, Spain and the United Kingdom.

CINPAA - Cooperative International for Training and Consulting

Our programmes are delivered within academic and professional partnerships, cooperation agreements and memoranda of understanding with a number of academic and professional institutions, including:

- **Camilo José Cela University - Spain**
- **ISDE - Law & Business School - International**
- **Professional Development Institute - United Kingdom**

These partnerships aim to exchange expertise, develop training content and raise programme quality in line with international best practice.

Kind regards,
International Programmes Department

"CINPAA" INTERNATIONAL COOPERATIVE FOR TRAINING & CONSULTING

Course details and registration

Course Details | Registration

Programme	**Modern Procurement Management: Efficiency, Negotiation, and Cost Control**	Course Title
Language	**English**	Course Language
Duration	**5 days**	Duration
Venue	**Several cities and dates – see the table below**	Venue
Financial offer	**Sent separately, according to the number of participants and the delivery conditions.**	Financial Offer

Registration and confirmation:

To register, please use one of the following:

a. Complete the programme request form on our website.

b. Or send an email from your training department.

c. Or a nomination letter from your organisation.

Send your confirmation by:

Email	info@cinpaa.org
WhatsApp	+34 635 867 686

Our team is ready to advise on accommodation and logistics before and during your stay.

Planned programme dates:

City	Dates
Madrid, Spain	04 - 08 Jan 2027
Barcelona, Spain	05 - 09 Apr 2027
London, United Kingdom	05 - 09 Jul 2027
Cairo, Egypt	04 - 08 Oct 2027

The programme can be delivered in other cities and on other dates to suit your organisation, at the length you need. The cities are listed on the last page.

سينبا التعاونية الدولية للتدريب والاستشارات | CINPAA – International Cooperative for Training & Consulting

Europe office: Calle Echegaray N6, 28014 Madrid, Spain

UK office: 12th floor, Marble Arch Tower, 55 Bryanston Street, London, UK

+34 635 867 686 Europe office

+90 507 590 1781 Turkey office

+60 10 509 9484 Malaysia office

+218 92 622 1324 Libya office

+34 635 867 686 WhatsApp

info@cinpaa.org | www.cinpaa.org

Scan to save our contact

Cities where we deliver our programmes:

This programme can be delivered in any of the following cities, and elsewhere on request.

Albania Tirana, Saranda	**Australia** Sydney	**Austria** Vienna, Hallstatt, Salzburg / Zell am See	**Azerbaijan** Baku
Bahrain Manama	**Belgium** Brussels, Bruges	**Bosnia and Herzegovina** Sarajevo	**Canada** Toronto, Montreal
China Hong Kong, Shanghai, Beijing, Guangzhou	**Croatia** Dubrovnik	**Cyprus** Nicosia, Limassol, Larnaca	**Czech Republic** Prague
Egypt Cairo, Sharm El Sheikh, Alexandria, Hurghada	**France** Paris	**Georgia** Tbilisi, Batumi	**Germany** Munich, Berlin, Düsseldorf, Frankfurt
Greece Athens, Rhodes	**Hungary** Budapest	**Indonesia** Bali, Jakarta	**Ireland** Dublin
Italy Rome, Florence, Milan, Venice, Como	**Japan** Tokyo	**Jordan** Amman, Aqaba	**Kuwait** Kuwait City
Malaysia Kuala Lumpur	**Maldives** Maldives	**Mauritius** Mauritius	**Montenegro** Budva, Kotor
Morocco Casablanca, Marrakech, Tangier, Rabat	**Netherlands** Amsterdam	**Oman** Muscat, Salalah	**Philippines** Manila
Poland Krakow, Warsaw	**Portugal** Lisbon, Porto	**Qatar** Doha	**Russia** Moscow
Saudi Arabia Riyadh, Jeddah, Dammam	**Serbia** Belgrade	**Slovenia** Ljubljana	**South Korea** Seoul
Spain Madrid, Barcelona, Valencia, Alicante, Benidorm, Malaga / Marbella, San Sebastian, Granada, Cordoba, Canary Islands, Seville, Bilbao	**Switzerland** Geneva, Luzern, Zurich, Interlaken, Zermatt, Lugano	**Thailand** Bangkok, Phuket	**Tunisia** Tunis
Turkey Istanbul, Antalya, Trabzon, Bursa, Izmir, Bodrum, Antakya (Hatay)	**United Arab Emirates** Dubai, Abu Dhabi	**United Kingdom** London, Edinburgh, Manchester, Birmingham	**United States** Miami, New York, Los Angeles, Washington