

Topic: Procurement/Purchasing

Course: **FUNDAMENTALS OF PURCHASING: OUTSIDE**

### General information

#### ◆ Aim of the course

To understand the market trends and what is happening around them.

#### ◆ Learning goals

- Get information from the market and do a thorough market analysis,
- Understand new relationships with suppliers,
- Implement an objective, transparent supplier selection process,
- Segment portfolio and define priorities,
- Understand the different levers to implement in a supplier strategy.

#### ◆ Audience

- Procurement professionals looking to acquire a broader perspective on the function
- Strategic buyers,
- Newcomers to the profession any professional (Internal Business Partners) willing to understand Procurement and the relation with Suppliers.

#### ◆ Prerequisites

- A good command of English or French
- Have the necessary [technical equipment](#) to follow online courses.

#### ◆ Learning mode & pedagogy

- 1) **Theoretical e-learning** through individual self-paced sessions. This first step has to be considered as the essential pre-work for:
- 2) Learning **application in online group classes**. Participants use actively their knowledge and put it into practice in workshops, role-plays, case studies, presentations and debates.

Theoretical learning content - Estim. duration: 5 hrs

6 e-modules:

##### 1. Supply and demand

Introduction - The fundamentals of Supply & Demand.

##### 2. Information Sources in Procurement

Introduction - Information sources in Procurement.

##### 3. What is SRM (Level1)

SRM's added value - SRM & value location - SRM process

##### 4. Understanding your SRM Partner

Understanding the supplier's DNA - Case study: an unwilling SRM partner - The easiness of the business relationship.

##### 5. Procurement Levers

The "What & Why" of Consolidation - The "What & Why" of Standardisation - Impact on Competition.

##### 6. Supplier Prospection and Selection

Defining criteria & starting the search for the suppliers  
- Getting supplier info & visiting them - Testing price & selecting the supplier - The selection grid.

Readings:

- What IT executives are saying about vendor consolidation
- The procurement chessboard

Preparatory works:

Before the second group class: based on the participant's market and qualitative classification of suppliers from stakeholder's perspective.



Dates of first & last classes / 2 sessions per language:

In **English**: from 08 to 29 April 2025

from 30 September to 21 October 2025

In **French**: from 07 to 28 April 2025

from 29 September to 20 October 2025

Programme of the trainer-led classes | 3,5 hrs x 4

### I. Suppliers

- Introduction and recap of the e-learning
- Lecture & discussion on "Current macro-procurement trends"
- Peer to Peer session on "Pitching a market"
- Lecture on Porter's 5 forces
- Lecture & discussion on SRM & it's added value to procurement function
- Workshop on the supplier classification
- Conclusion & recap of the topics

### III. Relations with Suppliers

- Participants presentation of their Porter's analysis of the market
- Discussion on market structures, business models & market transformations
- Participants presentation: stakeholders' perceptions about their SRM segmentation of suppliers
- Lecture: the concept of Working Relationship Index (WRI)
- Conclusion & recap of the topics

### III. Strategy

- Workshop: Case study on Pizza making
- Lecture: Levers that are used in a procurement strategy
- Lecture on Kraljic matrix, introduction
- Lecture: the key steps in the selection of a supplier
- Workshop: supplier selection, detailed steps & best practices
- Recap & conclusion

### IV. The Right Levers to Execute a Strategy

- Lecture: the AT kearney's model of the Purchasing Chessboard
- Workshop: on the Kraljic's matrix
- Workshop: Participants present their procurement levers
- Conclusion & final quiz on the course understanding