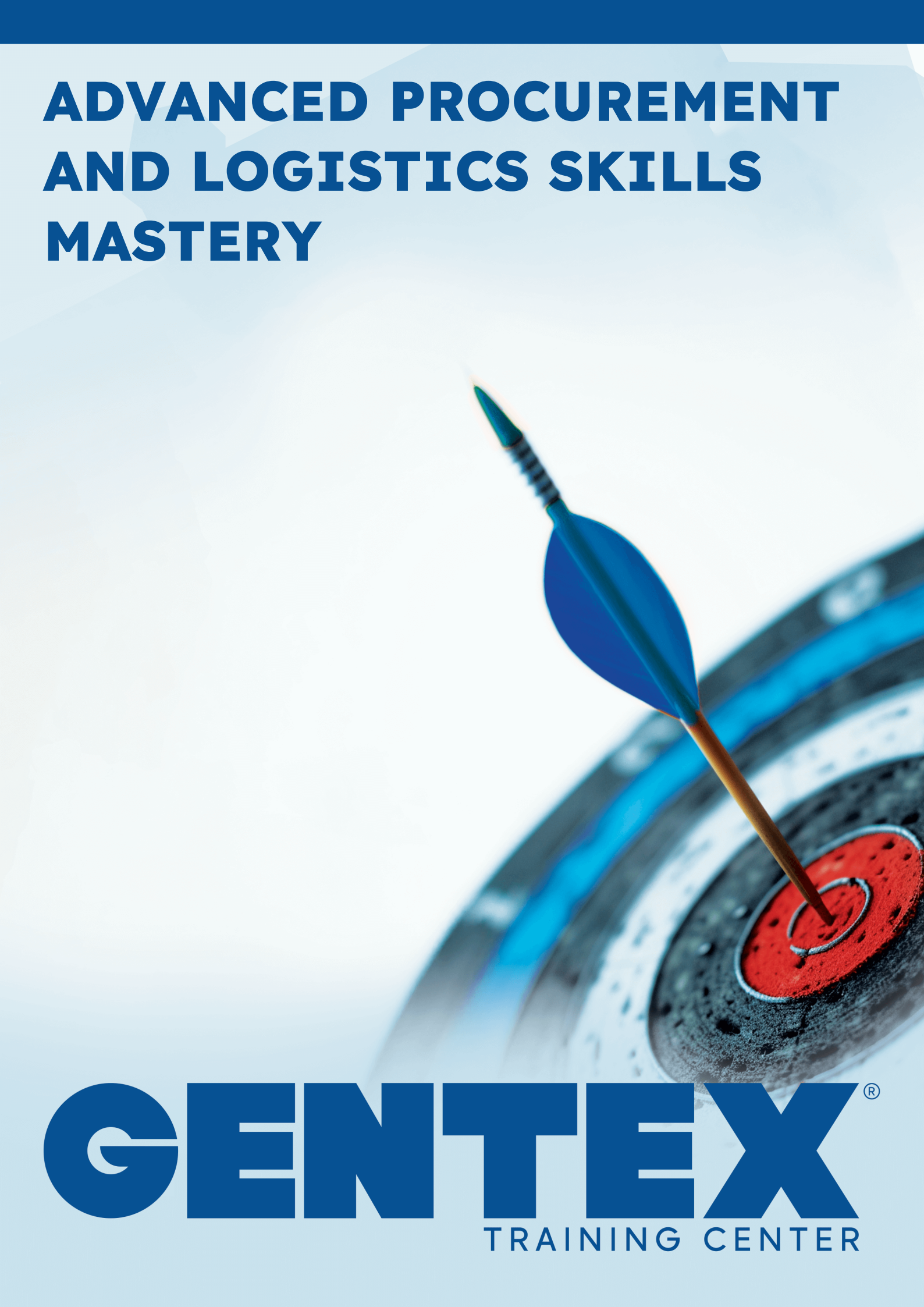
ADVANCED PROCUREMENT AND LOGISTICS SKILLS MASTERY



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Introduction

Procurement and logistics meet at the point where a purchase order becomes physical goods at the right place and time. When those two functions work separately, the business pays twice: once for a weak commercial deal and again for a slow, costly movement of goods. This Advanced Procurement and Logistics Skills Mastery Training Course gives procurement officers, logistics coordinators, and supply chain professionals a complete working method for both disciplines. Participants learn sourcing and negotiation, contract administration, freight and customs coordination, inventory and warehouse control, and performance measurement. Furthermore, the course connects buying decisions to landed cost and delivery reliability.

Advanced Procurement and Logistics Skills Mastery Course Objectives

- Run the procurement cycle from requirement definition to contract award.
- Apply spend analysis and category segmentation to sourcing decisions.
- Prepare tender documents and evaluate bids with weighted criteria.
- Negotiate commercial terms using BATNA analysis and structured planning.
- Administer contracts, variations, and supplier performance reviews.
- Plan inbound and outbound logistics with mode and carrier selection.
- Apply Incoterms 2020 and customs documentation to cross-border movements.
- Control inventory with ABC and XYZ classification and reorder rule setting.
- Manage receiving, warehousing, issuing, and cycle counting practice.
- Measure performance with cost per order, delivery reliability, and stock accuracy.

Course Methodology

- Facilitated sessions built on real tenders, shipment records, and stock data.

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- Case workshops on sourcing failures, freight cost overruns, and stockouts.
- Spreadsheet drills on bid evaluation, landed cost, and reorder point calculation.
- Negotiation role-play and logistics coordination exercises.
- Group exercise on an integrated procurement and logistics improvement plan.

Who Should Take This Course

- Procurement and purchasing officers.
- Logistics and distribution coordinators.
- Supply chain analysts and planners.
- Storekeepers and warehouse supervisors.
- Contracts and tender administration staff.
- Finance and audit staff reviewing spend and inventory.

Advanced Procurement and Logistics Skills Mastery Course Outlines

Day 1: Procurement Cycle and Sourcing Strategy

- Procurement cycle stages and governance checkpoints.
- Spend analysis, the spend cube, and category segmentation.
- The Kraljic portfolio matrix and strategy per quadrant.
- Supplier prequalification and due diligence.
- Specification writing and avoiding over-specification.
- Make-or-buy and supplier consolidation decisions.
- Savings baselining and procurement performance indicators.

Day 2: Tendering, Evaluation, and Negotiation

- Tender documents: RFP, RFQ, and two-envelope approaches.
- Weighted evaluation models for technical and commercial criteria.
- Total cost of ownership and lifecycle costing in evaluation.
- Negotiation preparation: objectives, limits, and walk-away points.
- BATNA analysis and power balance assessment.
- Concession planning and value-based trading.
- Documenting agreement and confirming the award decision.

Day 3: Contract Management and Supplier Performance

- Contract structure and key clauses: delivery, quality, remedies, termination.
- Service level agreements and key performance indicators.
- Contract administration, variations, and claims handling.
- Supplier scorecards and performance review meetings.
- Supplier development and relationship management.
- Incoterms 2020 and their commercial implications.
- Payment terms, guarantees, and documentary credit basics.

Day 4: Logistics, Freight, and Customs Coordination

- Inbound, internal, and outbound flow planning.
- Mode selection: road, sea, air, rail, and multimodal.
- Carrier and freight forwarder selection and performance measures.
- Freight rates, surcharges, and invoice auditing.

- Consolidation, load building, and vehicle turnaround.
- Customs documentation, clearance, and demurrage avoidance.
- Cargo insurance, liability, and claims handling.

Day 5: Inventory Control, Warehousing, and Performance

- ABC and XYZ classification for control levels.
- Economic order quantity, safety stock, and reorder point setting.
- Receiving, put-away, issuing, and returns control.
- Cycle counting design and stock accuracy governance.
- Ageing analysis, surplus, and obsolescence control.
- KPIs: cost per order, delivery reliability, fill rate, and stock accuracy.
- Building an integrated procurement and logistics roadmap.

Conclusion

By successfully completing the Advanced Procurement and Logistics Skills Mastery Training Course, participants will have acquired a solid working knowledge of the procurement cycle, sourcing and tendering, structured negotiation, contract and supplier management, freight and customs coordination, inventory and warehouse control, and end-to-end performance measurement. They will leave able to secure better commercial terms, move goods reliably at controlled cost, and report performance with figures finance accepts. Gentex Training Center delivers this programme with procurement and logistics practitioners who manage these operations daily.

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FAQs for the Advanced Procurement and Logistics Skills Mastery course

Q1 What is the "Advanced Procurement and Logistics Skills Mastery" course about?

It is a five-day programme on running procurement and logistics as one connected process. It covers the procurement cycle, sourcing and tendering, negotiation, contract and supplier management, freight and customs coordination, inventory and warehouse control, and performance measurement.

Q2 What are the key benefits of the "Advanced Procurement and Logistics Skills Mastery" course?

Participants secure better commercial terms through structured negotiation, cut freight and handling cost through consolidation and invoice auditing, and reduce stockouts that stop operations. They also gain one consistent set of delivery and stock measures covering both functions.

Q3 What skills will I gain from the "Advanced Procurement and Logistics Skills Mastery" course?

You will gain procurement cycle and sourcing management, tender evaluation and structured negotiation, contract and supplier performance administration, and freight, customs, inventory, and warehouse control with performance measurement.

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Q4 What tools, methods, or standards are covered in the "Advanced Procurement and Logistics Skills Mastery" course?

The course works with spend cube analysis and the Kraljic portfolio matrix, prequalification and due diligence checklists, RFP and RFQ frameworks with two-envelope evaluation, weighted scoring and total cost of ownership models, BATNA analysis and concession planning, Incoterms 2020 rules, service level agreements and supplier scorecards, mode selection across road, sea, air and rail, freight rate and surcharge structures with invoice audit, customs documentation and demurrage avoidance, cargo insurance and liability limits, ABC and XYZ classification matrices, economic order quantity and safety stock models, reorder point and min-max systems, cycle counting with tolerance thresholds, and KPIs including cost per order, delivery reliability and stock accuracy.

Q5 How is the "Advanced Procurement and Logistics Skills Mastery" course applied in real-world practice?

Teams apply it when running a tender for goods or services, negotiating a supply agreement, booking freight and consolidating loads, clearing a consignment through customs, setting reorder levels for a stocked item, and reviewing monthly procurement and logistics performance reports.