STRATEGIC PROCUREMENT PLANNING



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Introduction

Strategic Procurement Planning examines how organizations convert spending intentions into disciplined, resourced procurement plans. This Training Course covers demand forecasting, spend analysis, category prioritisation, and annual planning cycles. Participants study the Kraljic matrix, procurement planning calendars, budget alignment, and risk-based scheduling. Furthermore, the programme connects planning documents to execution through planning labs and stakeholder alignment exercises. As a result, delegates leave able to produce procurement plans that stand up to budget review, support project timelines, and guide sourcing activity across the year.

Strategic Procurement Planning Course Objectives

- Define strategic procurement planning and its role in organizational performance.
- Forecast demand and consolidate requirements across departments.
- Analyse spend data and prioritise categories for planning attention.
- Apply the Kraljic matrix to plan category treatment and sourcing routes.
- Build an annual procurement plan aligned with budget cycles.
- Sequence sourcing activity to protect project and operational timelines.
- Assess procurement risk and build contingency into plans.
- Align stakeholders on specifications, volumes, and delivery dates.
- Set measurable procurement targets and performance indicators.
- Monitor plan delivery and adjust through structured review.

Course Methodology

- Interactive workshops built on real spend and demand files.
- Structured procurement plan development and peer review.
- Demand forecasting and requirement consolidation exercises.

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- Category prioritisation using the Kraljic matrix.
- Risk assessment and contingency planning workshops.
- Action planning that converts each session into a workplace commitment.

Who Should Take This Course

- Procurement and category managers.
- Procurement planning and sourcing specialists.
- Supply chain and operations planners.
- Budget holders and finance business partners.
- Project managers with procurement responsibilities.
- Contract and vendor administrators.
- Professionals moving into procurement planning roles.

Strategic Procurement Planning Course Outlines

Day 1: Foundations of Strategic Procurement Planning

- Defining procurement planning and its business purpose.
- The planning cycle: annual, quarterly, and rolling plans.
- Linking procurement plans to corporate and project strategy.
- Procurement maturity models and planning capability.
- Governance, approval routes, and delegated authority.
- Roles and responsibilities across the planning team.
- Building the planning framework and timetable.

Day 2: Demand Forecasting and Spend Analysis

- Demand forecasting methods and requirement consolidation.
- Specification review and standardisation opportunities.
- Spend analysis, spend cube, and ABC classification.
- Tail spend and maverick buying identification.
- Budget alignment and funding confirmation.
- Seasonality, lead times, and volume planning.
- Documenting assumptions and planning baselines.

Day 3: Category Prioritisation and Sourcing Routes

- Kraljic matrix and category positioning in planning.
- Sourcing route selection: RFQ, RFP, framework, and direct award.
- Make-or-buy and consolidation planning.
- Contract expiry and renewal planning calendar.
- Supplier market readiness and capacity assessment.
- Planning for long-lead and critical items.
- Category plan writing and approval.

Day 4: Procurement Risk and Contingency Planning

- Procurement risk identification and assessment methods.
- Supply dependency, single-source, and continuity exposure.
- Risk registers and mitigation action planning.
- Contingency sourcing and dual-supplier strategies.
- Lead time buffers and delivery schedule protection.
- Compliance, ethics, and sustainability in planning.
- Risk review and escalation structures.

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Day 5: Plan Delivery, Monitoring, and Reporting

- Procurement KPIs and target setting.
- Plan tracking, milestone control, and variance analysis.
- Savings planning and benefits tracking.
- Stakeholder reporting and dashboard design.
- Plan review cycles and corrective action.
- Continuous improvement in planning practice.
- Personal action plan and professional commitment.

Conclusion

By successfully completing Strategic Procurement Planning, participants will have acquired a practical command of demand forecasting, spend analysis, category prioritisation, and plan delivery control. They will know how to build procurement plans that align with budgets, protect project timelines, and anticipate supply risk. In addition, the course prepares delegates to set measurable targets and report plan performance to stakeholders. As a result, they return to work ready to plan procurement with structure and evidence. Gentex Training Center delivers this Training Course with a practical, standards-based approach.

FAQs for the Strategic Procurement Planning course

Q1 What is the "Strategic Procurement Planning" course about?

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It is a five-day programme that explains how procurement teams convert demand and budget into structured buying plans. It covers demand forecasting, spend analysis, category prioritisation, sourcing route selection, procurement risk planning, and plan monitoring and reporting.

Q2 What are the key benefits of the "Strategic Procurement Planning" course?

Participants gain the ability to forecast demand accurately, align procurement plans with budget cycles, and sequence sourcing to protect delivery timelines. They also learn to anticipate supply risk, set measurable targets, and report plan performance in ways leaders and auditors accept.

Q3 What skills will I gain from the "Strategic Procurement Planning" course?

Demand forecasting and spend analysis with ABC classification, category prioritisation using the Kraljic matrix, procurement risk assessment with contingency planning, and plan monitoring with KPI tracking and stakeholder reporting.

Q4 What tools, methods, or standards are covered in the "Strategic Procurement Planning" course?

The course covers demand forecasting methods, spend cube and ABC classification, the Kraljic matrix and category positioning, procurement maturity models, planning calendars and contract expiry schedules, RFQ, RFP, framework and direct award sourcing routes, risk registers and mitigation planning, dual-supplier and contingency sourcing strategies, lead time buffer planning, procurement KPI frameworks, milestone control and variance analysis, savings planning and benefits tracking, and stakeholder reporting dashboards.

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Q5 How is the "Strategic Procurement Planning" course applied in real-world practice?

Delegates apply it through annual procurement plans, demand forecasts, spend analysis reports, category plans, sourcing calendars, risk registers, contingency plans, KPI targets, tracking sheets, savings trackers, and stakeholder dashboards. They also use it to prepare budget submissions and to review plan delivery in quarterly meetings.