



Accredited Africa Training Institute for Capacity Development

Unit FO409, Hatfield Plaza · 1122 Burnett St, Hatfield 0028 · Pretoria, Gauteng · South Africa

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COURSE BROCHURE

Stock Procurement And Replacement For Hire Services Training

Services / Cleaning, Domestic, Hiring, Property and Rescue Services

Unit Standard 115838 · NQF Level 5 · 5 Credits · 2 Days

COURSE OVERVIEW

This course equips learners with the skills to manage stock procurement and replacement for hire services effectively. It covers the entire procurement cycle, from sourcing suppliers to managing inventory levels and ensuring timely replacement of hired assets. Participants will learn to optimize stock levels, reduce costs, and maintain service quality.

Category	Services
Subfield	Cleaning, Domestic, Hiring, Property and Rescue Services
Unit Standard	115838
Accreditation	SAQA Accredited · NQF Level 5 · 5 Credits
Duration	2 days
Training Method	Online, On-Campus, In-House
Certificate	Issued via AATICD LMS – verifiable online

LEARNING OUTCOMES

- Apply procurement principles to source and select suppliers for hire services.
- Analyze stock requirements and forecast demand for hired assets.
- Evaluate supplier performance and negotiate contracts for replacement services.
- Implement inventory management systems to minimize stockouts and overstocking.
- Demonstrate the replacement process for returned or damaged hire items.
- Monitor and report on procurement and replacement metrics for continuous improvement.

WHO SHOULD ATTEND

- This course is designed for procurement officers, warehouse managers, and operations staff involved in hire services, such as equipment rental companies, event hire businesses, and fleet management firms.

COURSE OUTLINE

Day 1: Fundamentals of Stock Procurement for Hire

- Introduction to Unit Standard 115838 and the hire services industry
- Core principles of procurement: value for money, transparency, fairness
- Types of stock in hire services: consumables, returnables, specialized equipment
- Overview of relevant legislation: CPA, NCA, B-BBEE considerations
- Procurement planning: demand forecasting and budget alignment
- Sourcing strategies and initial supplier evaluation
- Introduction to procurement documentation (RFQs, purchase orders)
- Ethical considerations and risk awareness in procurement

Day 2: Advanced Procurement Execution and Stock Replacement

- Advanced supplier assessment: financial checks, performance history, B-BBEE scoring
- Negotiation techniques and contract management for hire agreements
- Stock replacement triggers: wear and tear, damage, obsolescence
- Quality assurance: inspection protocols and acceptance criteria
- Procurement administration: order tracking, delivery coordination, GRV processing
- Integrating procurement with inventory management software
- Performance monitoring: KPIs for procurement efficiency and stock availability
- Case study: Developing a stock replacement plan for a hire service scenario

ASSESSMENT & CERTIFICATION

Delegates are assessed through exercises and a final test. A mark of **50% or above** earns an **AATICD Certificate of Completion**, issued digitally with a unique verification code. This course carries **5 NQF credits** at **NQF Level 5**.

PRICING (PER DELEGATE, EX-VAT)

Delegates	Training Method	Price per Delegate	Total
1	Online	R 16,200.00	R 16,200.00
1	In-House	R 21,000.00	R 21,000.00
1	On-Campus (Pretoria)	R 24,300.00	R 24,300.00

UPCOMING SESSIONS

Start	End	Method	Venue
11 Aug 2026	12 Aug 2026	On-Campus	Durban, South Africa
11 Aug 2026	12 Aug 2026	On-Campus	Pretoria, South Africa
11 Aug 2026	12 Aug 2026	On-Campus	Cape Town, South Africa
13 Aug 2026	14 Aug 2026	On-Campus	Abu Dhabi, UAE
13 Aug 2026	14 Aug 2026	On-Campus	Dubai, UAE
13 Aug 2026	14 Aug 2026	On-Campus	Mauritius
17 Aug 2026	18 Aug 2026	On-Campus	Dubai, UAE
17 Aug 2026	18 Aug 2026	On-Campus	Abu Dhabi, UAE

Contact us if no suitable date is listed – on-demand sessions can be arranged for groups.

HOW TO GET A QUOTE OR APPLY

1. **Get an instant quotation online:** visit www.aaticd.co.za, open the page for this course (Unit Standard 115838) and click **Get A Quote / Apply**. Select your training method and number of delegates – your quotation is generated immediately and emailed to you with the course brochure attached.
2. **Apply by email:** send the course title, your preferred training method (Online, In-House or On-Campus Pretoria), the number of delegates and your preferred dates to apply@aaticd.co.za – our team will reply with a formal quotation.
3. **Apply by phone or WhatsApp:** call **+27 12 004 8389** or WhatsApp **+27 65 077 6310** and we will prepare your quotation and reserve your seats.
4. **Confirm your booking:** accept the quotation and settle the invoice. As soon as payment is confirmed your delegates are enrolled and receive their AATICD LMS login details by email, along with joining instructions for their chosen training method.

Group discounts apply automatically – the more delegates you enrol, the lower the price per delegate. No payment is required to request a quotation.

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