



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

Procurement Professional

Custom Courses / Procurement and Supply Chain Management

Unit Standard AATICD-0129 · NQF Level 5 · 10 Credits · 5 Days

COURSE OVERVIEW

This course equips procurement professionals with the skills to manage strategic sourcing, supplier relationships, and ethical procurement practices. Participants will learn to optimize procurement processes, reduce costs, and ensure compliance with South African regulations. The course enhances efficiency and value creation in organizational procurement functions.

Category	Custom Courses
Subfield	Procurement and Supply Chain Management
Unit Standard	AATICD-0129
Accreditation	SAQA Accredited · NQF Level 5 · 10 Credits
Duration	5 days
Training Method	Online, On-Campus, In-House
Certificate	Issued via AATICD LMS – verifiable online

LEARNING OUTCOMES

- Apply strategic sourcing principles to identify and select suppliers that align with organizational goals.
- Analyze procurement data to evaluate supplier performance and identify cost-saving opportunities.
- Evaluate and implement ethical procurement practices in compliance with South African legislation.
- Design effective contract management strategies to mitigate risks and ensure supplier accountability.
- Implement inventory management techniques to optimize stock levels and reduce waste.
- Demonstrate negotiation skills to secure favorable terms and build long-term supplier partnerships.

WHO SHOULD ATTEND

- This course is designed for procurement officers, supply chain managers, and professionals seeking to advance their procurement expertise.
- It is also suitable for individuals transitioning into procurement roles from related fields.

COURSE OUTLINE

Day 1: Foundations of Procurement and Supply Chain

- Introduction to procurement and supply chain management
- The procurement cycle: from need identification to contract close-out
- Ethical procurement and code of conduct
- Overview of relevant legislation: PPPFA, PFMA, and BBBEE
- Stakeholder roles and responsibilities in procurement

Day 2: Sourcing Strategies and Supplier Selection

- Strategic sourcing: make-or-buy, single vs multi-sourcing
- Supplier pre-qualification and due diligence
- Request for Information (RFI), Request for Quotation (RFQ), and Request for Proposal (RFP)
- Evaluation criteria and scoring models
- Total cost of ownership (TCO) analysis

Day 3: Negotiation and Contract Management

- Negotiation planning: BATNA, ZOPA, and tactics
- Key clauses in procurement contracts: SLAs, warranties, indemnities
- Contract administration: monitoring, reporting, and amendments
- Managing non-performance and breach of contract
- Contract close-out and lessons learned

Day 4: Procurement Operations and Risk Management

- Procure-to-pay (P2P) process: requisition, ordering, receipt, invoice
- Procurement risks: supply disruption, price volatility, fraud
- Risk assessment and mitigation strategies
- E-procurement systems and digital tools
- Internal controls, segregation of duties, and audit trails

Day 5: Strategic Procurement, Performance Measurement, and Professional Development

- Strategic procurement planning and category management
- Procurement KPIs: cost savings, supplier performance, cycle time
- Sustainable procurement and green supply chain
- Continuous improvement: Lean, Six Sigma in procurement
- Career pathways and professional certifications (e.g., CIPS, SAPICS)

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 **10 NQF credits** at **NQF Level 5**.

PRICING (PER DELEGATE, EX-VAT)

Delegates	Training Method	Price per Delegate	Total
1	Online	R 24,200.00	R 24,200.00
1	In-House	R 31,400.00	R 31,400.00
1	On-Campus (Pretoria)	R 36,200.00	R 36,200.00

UPCOMING SESSIONS

Start	End	Method	Venue
10 Aug 2026	14 Aug 2026	On-Campus	Durban, South Africa
10 Aug 2026	14 Aug 2026	On-Campus	Abu Dhabi, UAE
17 Aug 2026	21 Aug 2026	On-Campus	Harare, Zimbabwe
17 Aug 2026	21 Aug 2026	On-Campus	Shenzhen, China
24 Aug 2026	28 Aug 2026	On-Campus	Bangkok, Thailand
24 Aug 2026	28 Aug 2026	On-Campus	Victoria Falls, Zimbabwe
31 Aug 2026	04 Sep 2026	On-Campus	Lusaka, Zambia
31 Aug 2026	04 Sep 2026	On-Campus	London, UK

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 AATICD-0129) 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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