**MAWA EVENTS**

**Address:** No. 857, Block A2. Leisure Commerce Square - No 9., 46150 Petaling Jaya, Selangor, Malaysia

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# FUNDAMENTALS OF PROJECT MANAGEMENT IN PROCUREMENT

*"Integrating project management principles to enhance procurement planning, execution, and strategic impact."*

## Schedule

| Date | Venue | Fees (Face-to-Face) |
|---|---|---|
| 12 – 16 Jul 2026 | Kuwait | USD 3,495 per delegate |

► **Available delivery methods:** Face-to-Face & Online Training

## Introduction

Procurement has evolved from a transactional role to a strategic function that requires project-based thinking and execution. With increasing complexity in sourcing, contracts, and stakeholder management, applying project management methodologies in procurement is vital to achieving efficiency, transparency, and risk mitigation.

This intensive 5-day training program introduces participants to the essential concepts of project management tailored for procurement professionals. It covers planning, execution, risk management, stakeholder engagement, and post-contract evaluation—all within the procurement lifecycle.

## Objectives

By the end of this course, participants will be able to:

- Understand and apply project management fundamentals to procurement
- Plan procurement activities using Work Breakdown Structures and Gantt charts
- Define scope, budget, timeline, and resource allocations for procurement projects
- Manage supplier relationships and contractual deliverables effectively
- Monitor, evaluate, and close procurement projects successfully
- Integrate risk and quality management into procurement planning

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## Why Attend

- Learn to apply a structured project approach to procurement challenges
- Improve cost, time, and quality control in sourcing and supplier engagement
- Gain essential skills for cross-functional project leadership
- Understand how to align procurement with broader organizational strategy
- Boost your career by mastering a high-demand skill set at the intersection of procurement and project management

## Target Audience

This program is designed for:

- Procurement officers and purchasing professionals
- Supply chain managers and contract administrators
- Project managers involved in sourcing or vendor management
- Operations and logistics professionals
- Anyone managing procurement projects or contracts
- Consultants supporting procurement transformation initiatives

## Individual Benefits

Key competencies that will be developed include:

- Structured project planning skills for procurement activities
- Risk management and issue resolution capabilities
- Effective communication and stakeholder management
- Cost and schedule control using project management tools
- Contract execution and supplier performance monitoring

## Organizational Benefits

Upon completing the training course, participants will demonstrate:

- Enhanced delivery of procurement outcomes on time and within budget
- Improved coordination between procurement and project teams
- Greater visibility, accountability, and risk control in sourcing
- Standardized procurement project management practices
- Cost savings and performance improvements through better planning and execution

## Instructional Methodology

The course follows a blended learning approach combining theory with practice:

- Strategy Briefings – Core principles of procurement project management
- Case Studies – Procurement project challenges and success stories
- Workshops – Hands-on development of procurement plans and project documentation
- Peer Exchange – Collaborative learning through discussion and experience sharing
- Tools – Templates for project charters, stakeholder maps, procurement schedules, and risk registers

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## Course Outline

**Detailed 5-Day Course Outline**

**Training Hours:** 7:30 AM – 3:30 PM **Daily Format:** 3–4 Learning Modules | Coffee Breaks: 09:30 & 11:15 | Lunch Buffet: 01:00 – 02:00

**Day 1: Introduction to Project Management for Procurement**

- Module 1: Overview of Project Management Concepts (07:30 – 09:30)
- What is a project? Key project management principles
- Relevance of PM tools in procurement contexts
- Module 2: Procurement Project Lifecycle
- Phases: initiation, planning, execution, control, and closure
- The role of procurement in organizational projects
- Module 3: Project Stakeholder Management
- Identifying internal and external stakeholders
- Managing expectations and communication

**Day 2: Planning Procurement Projects**

- Module 1: Scope and Requirements Definition
- Developing procurement requirements
- Translating needs into clearly defined scopes
- Module 2: Time and Schedule Planning
- Work Breakdown Structure (WBS)
- Gantt chart development and critical path analysis
- Module 3: Budgeting and Resource Planning
- Estimating costs and budgeting for procurement
- Allocating internal and external resources

**Day 3: Execution and Contract Management**

- Module 1: Solicitation and Supplier Selection
- RFPs, RFQs, evaluation criteria, and tendering processes
- Module 2: Contract Management and Administration
- Types of procurement contracts
- Ensuring performance and compliance
- Module 3: Communication and Leadership in Procurement Projects
- Effective team and supplier coordination
- Escalation and issue management

**Day 4: Risk, Quality, and Performance Control**

- Module 1: Risk Management in Procurement
- Risk identification and analysis tools
- Contingency planning
- Module 2: Quality Management
- Defining procurement quality standards
- Supplier audits and compliance monitoring
- Module 3: Change Management
- Managing scope changes, delays, and budget shifts
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Communication strategies for change

**Day 5: Monitoring, Closing, and Evaluation**

- Module 1: Monitoring and Reporting Tools
- Performance dashboards and KPIs
- Procurement project status tracking
- Module 2: Project Closure and Lessons Learned
- Post-procurement evaluations
- Documentation and closure reports
- Module 3: Final Simulation and Action Planning
- Group project planning exercise
- Participant presentations and feedback

## Certification

Participants will receive a Certificate of Completion in Fundamentals of Project Management in Procurement, certifying their ability to plan, lead, and manage procurement projects using best practices in project management.

## Why Choose MAWA Events

- **Global Expertise:** More than 17 years of experience in professional training and consulting.
- **Industry-Leading Faculty:** Courses delivered by seasoned professionals with hands-on experience.
- **Practical Insights:** Learn to turn theory into actionable strategies for real-world business impact.
- **Client-Focused Solutions:** Customized programs designed to achieve your organisation’s unique goals.

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| **In-House / Customized Training**<br>Interested in running this course for your team?<br>Please contact us: | TEL:<br>**+601116373203** | EMAIL:<br>**info@mawaevents.net** |

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