

Effective Negotiation Skills in Procurement and Supply

- Securing Value for Money

Negotiation is a dialogue between two or more parties intended to reach a beneficial outcome. It is a bargaining (give and take) process between two or more parties (each with its own aims, needs, and viewpoints) seeking to discover a common ground and aim to reach an agreement to settle a matter of mutual concern or resolve a conflict.

Course Objective

On completion of this workshop, participants will be able to identify approaches to achieve negotiated agreement with external organisation and be able to make effective use of tools and template and processes in negotiation. This workshop emphasises the leadership skills and behaviours required for the achievement of the objectives and improvements sought by effective procurement and supply chain management.

Target Audience

Executives and Managers in Procurement and supply as well as sales and Marketing.

Course Outline

Main approaches in the negotiation of commercial agreements

- Negotiation in relation to the stages of the sourcing process
- Win-win integrative approaches to negotiations
- Win-lose distributive approaches to negotiation
- Setting targets and creating a best alternative to a negotiated agreement (BATNA)

Preparation for negotiations with external organisations

- Setting objectives and defining the variables for a commercial negotiation
- The bargaining mix and defining the latitude (Max – Target – Fallback) for each of the variables in the bargaining mix
- Positions and interests
- Openings and presenting issues

Conducting, evaluating and improving commercial negotiations

- Defining the stages of a negotiation such as preparation, opening, testing, proposing, bargaining, agreement and closure
- The use of persuasion methods
- The use of tactics to influence the other party
- Reflecting on performance
- Opportunities for improvement and development

Negotiating Contract pricing

- Pricing methods and their applications
- Combination of Pricing in contracts
- Contract Management

Please refer to SNEF website for available dates

Duration : 1 day, 9am to 5pm (7 hours)

Course Venue : SNEF Corporate Learning Centre @ Tanglin

Register online at SNEF website www.snef.org.sg

Click on 'Training' and Course Category '**Generic Productivity & Supply Chain**'

Course Fees

Type	Full Fees (inclusive 7% GST):
Member	\$321.00
Non-member	\$428.00

Trainer

Pavan Sharma is an expert in procurement, supply chain management, industrial engineering and process improvement in manufacturing and services. He has over 25 years experience as a top executive working in production, quality, logistics and procurement functions in automotive, consulting and logistics companies.

Pavan has trained over 3000 people from more than 100 different private and public sector companies in Singapore and in the region. His clients include public agencies, large education institutions and MNC's. He is a Chartered Member of the Chartered Institute of Logistics and Transport, UK and Member of the Chartered Institute of Procurement and Supply, UK.

Pavan holds a Masters Degree in Business Administration (MBA), a Bachelor of Engineering in Industrial Engineering and Post Graduate Diploma in Industrial Engineering. He has also completed the CIPS UK Level 6 Professional Diploma in Procurement and Supply. He is a Member of the Beta Gamma Sigma USA, an International Honors society that recognizes outstanding scholastic achievement. Pavan is also a qualified project manager and holds the PMP certification of the Project Management Institute.

Enquiries:

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