



Symphony Digest

MyCoID:870359P

Programme ID: 10001732245



PROCUREMENT:

FROM EFFICIENCY TO STRATEGIC MASTERY



28 September, 2026



9:00AM – 5:00PM



**Zenith Corporate Park,
PJ**

FEE: RM1,200

(inclusive of 8% SST)



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COURSE OUTLINE

Module 1: Procurement Fundamentals and the Procurement Lifecycle

- Introduction to procurement management
- Roles and responsibilities of procurement professionals
- The end-to-end procurement lifecycle
- Procurement versus purchasing
- Procurement policies, procedures, and governance
- Procurement ethics and professional conduct
- Value creation through procurement

Module 2: Procurement Planning and Strategic Sourcing

- Procurement planning and demand management
- Spend analysis and category management
- Strategic sourcing process
- Market analysis and supplier identification
- Request for Information (RFI), Request for Quotation (RFQ), and Request for Proposal (RFP)
- Supplier selection criteria
- Total Cost of Ownership (TCO) fundamentals

Module 3: Supplier Selection, Negotiation, and Contract Management

- Supplier evaluation and qualification
- Supplier scorecards and performance measurement
- Supplier relationship management (SRM)
- Negotiation planning and techniques
- Contract types and key contractual terms
- Contract administration and compliance
- Managing supplier performance and disputes





COURSE OUTLINE *(con't)*

Module 4: Procurement Risk Management, Compliance, and Sustainability

- Procurement risk identification and assessment
- Supply chain disruption risks
- Fraud prevention and ethical procurement
- Regulatory compliance and governance
- Sustainable and responsible procurement
- ESG considerations in procurement
- Business continuity planning

Module 5: Digital Procurement and Procurement Performance

- Introduction to e-Procurement and digital transformation
- Artificial Intelligence (AI) in procurement
- Procurement analytics and dashboards
- Key Procurement Performance Indicators (KPIs)
- Cost savings, cost avoidance, and value creation
- Continuous improvement and procurement excellence
- Future trends in procurement management

Module 6: Procurement Best Practices and Action Planning

- Characteristics of world-class procurement organizations
- Common procurement challenges and solutions
- Cross-functional collaboration with internal stakeholders
- Developing procurement improvement initiatives
- Building procurement competencies and professional development
- Creating an individual procurement action plan
- Course review, key takeaways, and open discussion





Procurement From Efficiency to Strategic Mastery

Trainer's Profile

The trainer has over 20 years of Procurement, Logistics, Warehouse, and Supply Chain Management experience, involving domestic and international activities, for a broad range of manufacturing and service businesses.

He has extensive experience in training in the area of Procurement, Purchasing and Supply management, Logistics Operations, Warehouse Operations, Soft Skills and the management of procurement functions.

Prior to becoming a full-time trainer in 2004, he served as various positions in corporate companies, government subsidies link and International nonprofit organization. He has given presentations on numerous Supply Chain Management topics and other related topics to the International Federation Purchasing and Supply Management (IFPSM), major universities, and numerous in-house seminars for industrial & services clients in the Malaysia. He was selected to present seminars at the AFRO-ASIAN 'Entrepreneurs' Program International Conferences and Asian World Summit's Supply Chain & Logistics Excellence and he was selected as IFPSM's Senior Consultant.

He is a HRDF accredited corporate trainer.

PARTICIPANT DETAILS

Name:

Position:

Department:

Contact Number:

Email:

Name:

Position:

Department:

Contact Number:

Email:

ADMIN DETAILS

Name:

Position:

Department:

Company:

Contact Number:

Email:

Address:

Notes:

- Cancellations made less than 14 days before the training date or non-attendance on the day of training are non-refundable. Substitution is allowed.
- Once registration is confirmed, the client is fully liable for the course fee, regardless of whether payment is made directly or through the HRDC grant, and even if participants do not attend the training.
- Clients who opt for direct payment must ensure full payment is made before the training date.
- HRDC grant applications must be submitted and approved before the training day. The maximum claimable amount is RM1,750 per participant per day. Any shortfall between the approved grant and the course fee must be topped up by the client.
- Should the number of confirmed participants be too low to ensure a meaningful learning experience, Symphony reserves the right to

