

DAY 1

Vendor Qualification: Compiling An Approved Supplier List

- Distinguish between Supplier and Vendor
- Determining the Goals and Objectives of Procurement
- End-user Involvement in Earlier Supplier Management
- Compiling Supplier Selection Criteria
- Developing an Approved Supplier List
- Supplier Segmentation

DAY 2

Supplier Evaluation and Assessment

- Vendor / Supplier Pre-qualification Questionnaire
- Supplier Evaluation
- Quality Management Systems
- Performing a Supplier Assessment
- Certification of Suppliers
- ISO Certification
- Setting Acceptance Criteria

DAY 3

Supplier Performance - What to Measure?

- Setting of Objective that are aligned with the Goals of the Company
- Characteristics of a Good Performance Measurement System
- Developing a Supplier Performance System
- Supplier Performance Management and Metrics
- Implementing the System

DAY 4

Supplier Performance – Interpreting the Results

- Rating the Individual Supplier
- Ranking Your Suppliers

- Disseminating the Results: *What to do and what not to do?*
- Rewarding Good Behaviour
- Supplier Recognition
- Corrective Action Procedures

DAY 5

Remedies for Breach of Contract

- What constitutes a Breach?
- The Different Types of Breaches
- The Different Remedies Available
- Determining the Quantum of Damages
- Liquidated Damages
- Equitable Damages
- Court Injunction