

Scandinavian Academy
Training Center

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Riyadh - Al Khaleej District - Sheikh Abdul Aziz Bin Abdul Rahman Bin Bishr Street - 13223 - Office No. 5 | P.O.BOX : 13224

Course: Managing Vendor Qualification, Performance & Contract Compliance

Code	City	hotel	Start	End	price	Language - Hours
CO-651SA	Al Khobar	Hotel Meeting	2027-01-31	2027-02-04	11950 SR	En - 25

Introduction

Are we doing the right things? In spite of all our efforts, deliveries are late, over budget and below performance. The way that we approach our procurement has a marked effect on the end result; therefore we have to ensure we use the right processes and criteria to select our suppliers.

This seminar will use the system approach to demonstrate the optimal method in vendor qualification, enhance performance and ensure contract compliance.

This fast paced seminar provides both strategic and tactical insights into:

- Casting the net wide enough to ensure an adequate number of suppliers to select from
- Selecting only the best suppliers to participate
- How to measure their performance objectively
- To ensure that they perform according to expectations

Objectives

Participants attending the program will:

- Benefit from learning from a seasoned practitioner
- Hearing the practices and experiences of others
- Cover the vital steps in a proper supplier evaluation

- Matching customer requirement with the correct supplier segmentation
- Develop meaningful performance measures
- Learn how to use those performance results for continuous improvement

Training Methodology

Participants will increase their competencies through a variety of instructional methods including lecture by an experienced practitioner and consultant, individual and team exercises, and group discussions covering the many topics presented in the programme.

Organisational Impact

Your organization will benefit by:

- Your suppliers will be able to deliver on time
- Higher customer satisfaction
- Reduced friction cost
- Less inventory
- Reduced total cost

Personal Impact

- Increased job satisfaction
- Reduced stress levels
- Improved customer relations
- Less time spent in meetings and more productive hours on the job

Who Should Attend?

- Contracts, Procurement and Project personnel
- Engineering, Operational, Quality and Maintenance personnel
- And all others who are involved in interfacing with contractors or suppliers in the

acquisition of materials, equipment, parts and services or anyone who wants to improve supplier performance and gain successful outcomes from contracting situations

SEMINAR OUTLINE

DAY 1

Vendor Qualification: Compiling an Approved Supplier List

- Determining the goals and objectives of Procurement
- Formulating a proper Procurement strategy
- Involving the end-user in determining the required technologies
- Developing an approved supplier list based on the required technologies
- Compiling supplier selection criteria
- Forming commodity teams to evaluate and provide supply solutions

DAY 2

Supplier Assessment

- Supplier initial questionnaire
- Detailed supplier investigation
- Quality management systems
- Performing a supplier assessment
- Process capability studies
- Certification of suppliers
- ISO Certification
- Setting acceptance criteria
- Engaging the supplier during the tender process

DAY 3

Supplier Performance - What to Measure?

- Carrot or stick?
- Setting of objective that are aligned with the goals of the company
- Characteristics of a good performance measurement system
- Developing a supplier performance system
- Sources of data
- Common mistakes in data recording
- 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
- Punishing bad behaviour
- 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

Determining the final outcomet

- Project close-out report
- Time
- Performance/Quality
- Cost
- Lessons learnt

The Scandinavian Academy for Training Center adopts the latest scientific and professional methodologies in training and human resource development, aiming to enhance the efficiency of individuals and organizations. Training programs are delivered through a comprehensive approach that includes:

- Theoretical lectures supported by PowerPoint presentations and visual materials (videos and short films).
- Scientific evaluation of participants before and after the program to measure progress and knowledge acquisition.
- Brainstorming sessions and practical role-playing to simulate real-life scenarios.
- Case studies tailored to align with the training content and participants work nature.
- Assessment tests conducted at the end of the program to evaluate the achievement of training objectives.

Each participant receives the training material (both theoretical and practical) in printed form and saved on a CD or flash drive. Detailed reports, including attendance records, final results, and overall program evaluations, are also provided.

Training materials are prepared professionally by a team of experts and specialists in various fields. At the end of the program, participants are awarded a professional attendance certificate, signed and accredited by the Scandinavian Academy for Training Center.

Program Timings: 9:00 AM to 2:00 PM

The program includes:

- A daily buffet provided during the sessions to ensure participants comfort.
- A closing ceremony on the final day to distribute certificates and celebrate participants achievements.
- **Note: All prices are exclusive of 15% Value Added Tax (VAT).**

Our Success Partners

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