

# informatelch



PROCUREMENT AND SUPPLY CHAIN MANAGEMENT | COURSE

## e-Procurement

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# Course content

## Why Attend

### Course Introduction

e-Procurement refers to the business-to-business purchase and sale of goods and services over the Internet. For many Fortune 500 companies and large local organizations, applying best practices in e-Procurement is becoming an essential skill for all employees and suppliers involved in the procurement process.

This The Complete Course on e-Procurement training course delves into the key elements of effective e-Procurement, focusing on people, processes, and technology tailored to various organizational needs.

The course begins with a brief overview of End-to-End Procurement before exploring the “e” perspective. It then maps the End-to-End Procurement process to the latest e-Procurement systems and traditional ERP systems.

Participants will examine the business case for modern e-Procurement compared to traditional ERP systems (Procure-to-Pay) and will be introduced to a best-practice approach for implementing an e-Procurement system in depth.

## Course Objectives

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

- Learn the Differences Between Traditional ERP vs e-Procurement
- Understand the Requirements Needed to Develop an e-Procurement System
- Appreciate the Best Practice in an e-Procurement Implementation
- Grasp the Importance and Techniques in Change Management to e-Procurement
- Learn How to Manage and Reap the Benefits of e-Procurement

### Who should Attend?

This training course is suitable to a wide range of professionals but will greatly benefit:

- Professionals in Purchasing, Procurement and Supply Management Operations and Finance
- All Those Interested in the Development and Implementation of an e-Procurement System



# Course content

## Course Objectives

- Suppliers who Deal with Customers Using e-Procurement System
- Professionals in IT Project Management, Change Management

## Course outline

### Day One: Traditional Procurement Procedures

- Procurement in the organization
- Strategic sourcing
- Supplier evaluation and performance
- Apply performance to procurement decisions
- What is e-procurement
- Pre-requisites for developing an e-procurement system

### Day Two: e-Procurement Development

- Steps in developing an e-procurement system
- The capabilities of e-procurement
- Developing an e-procurement internal customer ordering and approvals system
- Developing an e-quotation preparations system
- Developing an e-quotation evaluation system
- Developing an e-purchase order system

### Day Three: e-Procurement Models and Negotiation

- E-Procurement business models
- Avoiding confrontational negotiating



# Course content

## Course outline

- New techniques in influencing
- Understanding the other negotiator's power
- Negotiating pressure points and countermeasures
- Negotiation exercises

## Day Four: e-Procurement Management

- E-procurement workflows
- E-procurement processes
- Managing an e-procurement system
- E-procurement hardware and software
- E-procurement user administration
- E-procurement

## Day Five: Organizational Improvement through e-Procurement

- Integrating e-procurement systems into the business process
- Integration issues
- E-procurement and contract law
- Contracts and electronic signatures
- Contract formation and e-trading
- Making changes in the organization



# Seminar dates

## Available seminar dates

Live dates and pricing for e-Procurement generated from the course details page.

| Date                   | Location                | Format    | Fee      |
|------------------------|-------------------------|-----------|----------|
| 21 - 25 September 2026 | Kuala lumpur - Malaysia | Classroom | €1,800.- |
| 19 - 23 October 2026   | Barcelona - Spain       | Classroom | €3,080.- |
| 2 - 6 November 2026    | London - U.K            | Classroom | €3,360.- |
| 21 - 25 December 2026  | Munich - Germany        | Classroom | €2,760.- |
| 18 - 22 January 2027   | Frankfurt - Germany     | Classroom | €2,600.- |
| 15 - 19 February 2027  | Barcelona - Spain       | Classroom | €3,080.- |
| 15 - 19 March 2027     | Frankfurt - Germany     | Classroom | €2,600.- |
| 19 - 23 April 2027     | Rome - Italy            | Classroom | €3,400.- |
| 17 - 21 May 2027       | Kuala lumpur - Malaysia | Classroom | €1,800.- |
| 21 - 25 June 2027      | Barcelona - Spain       | Classroom | €3,080.- |
| 19 - 23 July 2027      | London - U.K            | Classroom | €3,360.- |
| 16 - 20 August 2027    | Munich - Germany        | Classroom | €3,400.- |
| 20 - 24 September 2027 | Frankfurt - Germany     | Classroom | €2,600.- |
| 18 - 22 October 2027   | Barcelona - Spain       | Classroom | €3,080.- |
| 15 - 19 November 2027  | Frankfurt - Germany     | Classroom | €2,600.- |
| 20 - 24 December 2027  | Rome - Italy            | Classroom | €3,400.- |