

**Neil Fuller Associates** is at the forefront of procurement and supply chain training and is a CIPS Centre of Excellence. Our programmes are specifically designed to help the 21<sup>st</sup> Century procurement and supply chain professional deal with the ever changing challenges of how to create and maintain competitive advantage for their organisation.

Our procurement and supply chain training courses are structured to increase knowledge whilst improving skills and understanding. We would like to invite you to attend the following Neil Fuller Associates Master Class Training Courses:

## **IMPROVING BUYER PERFORMANCE**

- The Purchasing Cycle
- Working across the organisation and Stakeholder Management
- Sourcing the market and Source Planning
- Supplier appraisal process
- Buying methods
- Purchase Price & Cost Analysis
- Risk Management
- Sustainable Procurement
- Negotiation strategies, persuasion methods and tactics
- Contract Law and Commercial Law
- Managing Supplier Performance

£299 + VAT

Dates:

12 – 13 March 2015

10 – 11 September 2015

## **IMPROVING NEGOTIATION SKILLS**

- The process, phases and structure of negotiations
- When to and when not to negotiate
- Negotiation Strategies
- Conditioning
- Planning and preparation from a supplier's perspective
- Listening Skills
- Body Language
- Persuasion Methods
- Tricks, Tips and Tactics
- Supply Market Analysis
- Team Negotiation

£299 + VAT

Dates:

26 – 27 March 2015

17 – 18 September 2015

## **CONTRACT AND COMMERCIAL LAW**

- Contract Formation
- Battle of the Forms
- Terms and Conditions
- Letter of Intent
- Vitiating Factors
- Unfair Contract Terms Act
- Sales Terms
- Termination
- Remedies
- Sales of Goods and Supply of Goods and Services Act
- Intellectual Property
- International Deals
- TUPE

£299 + VAT

Dates:

7 – 8 May 2015

8 – 9 October 2015



## INTRODUCTION TO PURCHASING

- The Purchasing Cycle
- Key Phases of Procurement and Supply Chains
- Transaction Methodologies and Analysis
- Be on the lookout for Scams
- Developing Specifications
- Buying Goods V Services
- Different Approaches to Tendering
- Evaluating Tenders
- Price V Cost Analysis
- Supplier Selection and Performance
- Introducing Stakeholders and How to Manage
- Introduction to Negotiation
- Contracts (Terms and Conditions)

£299 (plus VAT)

Dates:

19 – 21 March 2015  
 3 – 4 September 2015  
 26 – 27 November 2015

## SUSTAINABLE PROCUREMENT

- What is Sustainable Procurement?
- Managing the Sustainable Business Paradox
- Value Creation with Sustainability
- Supply Base Prioritisation
- Sustainable Procurement Policies
- Sustainable Procurement and Stakeholders
- Sustainable Development
- Current Sustainable Legislation
- Triple Bottom Line
- Global Trends
- External Factors on Sustainable Supply Chains
- Internal Factors on Sustainable Procurement Implementation
- Measuring Sustainable Procurement
- The Role of Procurement in Sustainability
- Sustainable Sourcing
- Sustainable Contract Management and Reviews
- Future Developments in Sustainability

£299 (plus VAT)

Dates:

9 – 10 April 2015  
 12 – 13 November 2015

## DEVELOPING CONTRACTS

- Contracting Strategies
- Dealing with Timescales
- Teams and Stakeholder Involvement
- Specifications (scope and descriptions)
- Different Approaches to Contract Structure
- Definitions
- Confidentiality
- Price & Price Variation
- Intellectual Property
- Title, Risk & Liability
- Delivery and Payment Terms
- Testing and Acceptance Criteria
- Liquidated Damage Clauses
- Insurance
- Force Majeure
- Warranties and Guarantees
- Dispute Resolution
- Termination Clauses
- Third Party Rights

£299 (plus VAT)

Dates:

7 – 8 May 2015  
 22 – 23 October 2015