

# Procurement Fundamentals

## Synopsis

This full day course has been designed to provide an overview of how purchasing operates in Queensland Local Government.

Councils will have different procedures and processes for purchasing. This course is not designed to drill down to procedural and process level but rather to give an overview of local government purchasing and the policies and principles that would apply to most organisations.

## Course Topics:

- Local Government Framework
- Defining Basic Purchasing
- Specifying Requirements
- Market Assessment
- Procurement Methods
- Evaluating Offers
- Contract Management Fundamentals

## Course Details

**Delivery:** Virtual or In-house

**Structure:** Interactive Workshop

**Time:** 1 day

**Class Size** Max 15

**Cost** On Request

## Learning Outcomes

- Local Government Framework
- Defining Basic Purchasing
- Specifying Requirements
- Market Assessment
- Procurement Methods
- Evaluating Offers
- Contract Management Fundamentals

## The Trainers



**Joel Hillier**

(Virtual Workshops only)

**Colin Williams**



Prequalified Supplier Arrangement