Supplier Evaluation & Selection Training Course

Professional Development Training Course Outline

Category	Logistics and Supply Chain Management	**Duration**	5 Days
Base Fee	$1,500 USD	**Delivery Mode**	Online / On-site Hybrid

Course Introduction

In today’s dynamic global marketplace, effective supplier evaluation and selection are critical for ensuring supply chain resilience, operational efficiency, and strategic procurement success. Organizations face increasing pressure to identify suppliers that can deliver quality products, maintain consistent performance, and align with ethical and sustainable practices. Supplier Evaluation & Selection Training Course provides a comprehensive framework for evaluating suppliers, applying quantitative and qualitative assessment techniques, and making informed selection decisions that minimize risk and maximize value. Participants will gain insights into modern supplier management tools, benchmarking methods, and negotiation strategies that enhance competitive advantage and organizational growth.

The course emphasizes practical application through real-world case studies and interactive exercises, enabling participants to develop actionable skills for supplier assessment, risk analysis, and contract management. Key concepts include supplier performance metrics, cost analysis, supplier risk management, strategic sourcing, and compliance with industry standards. By integrating theoretical knowledge with hands-on practice, this training empowers procurement professionals, supply chain managers, and organizational leaders to streamline supplier selection processes, improve procurement efficiency, and foster long-term partnerships with high-performing suppliers.

Programme Curriculum

Supplier Evaluation & Selection Training Course

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Course Objectives

1. Understand the fundamentals of supplier evaluation and selection.
2. Apply quantitative and qualitative assessment techniques to supplier analysis.
3. Develop supplier performance measurement systems.
4. Analyze supplier risks and implement mitigation strategies.
5. Evaluate total cost of ownership in supplier selection.
6. Identify ethical and sustainable sourcing practices.
7. Implement supplier scorecards and benchmarking tools.
8. Design strategic sourcing strategies aligned with organizational goals.
9. Enhance negotiation skills for supplier contracts.
10. Integrate supplier evaluation into procurement and supply chain planning.
11. Use technology solutions for supplier management.
12. Apply case study insights to real-world supplier selection scenarios.
13. Improve decision-making for supplier onboarding and retention.

Organizational Benefits

- Improved supplier performance and accountability
- Reduced procurement risks and disruptions
- Enhanced cost efficiency in sourcing
- Strengthened supplier relationships and partnerships
- Better compliance with regulatory and industry standards
- Increased supply chain resilience and reliability

- Optimized procurement decision-making
- Access to strategic supplier data and analytics
- Increased organizational competitiveness
- Streamlined supplier evaluation processes

Target Audiences

- Procurement professionals
- Supply chain managers
- Operations managers
- Purchasing officers
- Quality assurance specialists
- Strategic sourcing analysts
- Contract managers
- Business executives involved in supplier decisions

Course Duration: 5 days

Course Modules

Module 1: Introduction to Supplier Evaluation

- Understanding supplier evaluation frameworks
- Key performance indicators for suppliers
- Supplier risk and compliance considerations
- Case study: Evaluating a high-risk supplier
- Practical exercise: Initial supplier assessment
- Discussion and Q&A

Module 2: Quantitative Assessment Techniques

- Data-driven supplier scoring methods
- Total cost of ownership analysis
- Supplier benchmarking and ranking
- Case study: Cost analysis for multiple suppliers
- Practical exercise: Scorecard development
- Group discussion

Module 3: Qualitative Assessment Techniques

- Supplier capability and capacity evaluation
- Cultural and ethical alignment assessment
- Innovation and collaboration potential
- Case study: Assessing supplier reliability
- Practical exercise: Supplier rating exercise
- Reflection and feedback

Module 4: Supplier Risk Management

- Identifying supplier risks (financial, operational, geopolitical)
- Risk mitigation strategies
- Contingency planning and alternative sourcing
- Case study: Managing supplier failure scenario
- Practical exercise: Risk assessment matrix
- Group review

Module 5: Supplier Scorecards & Benchmarking

- Designing effective scorecards
- Tracking supplier performance over time
- Benchmarking against industry standards
- Case study: Supplier performance improvement
- Practical exercise: Scorecard evaluation
- Discussion and recommendations

Module 6: Strategic Sourcing & Supplier Selection

- Aligning sourcing strategy with organizational goals
- Long-term supplier partnerships
- Supplier selection criteria and methods
- Case study: Strategic sourcing decision-making
- Practical exercise: Supplier selection simulation
- Group analysis

Module 7: Supplier Negotiation & Contracting

- Negotiation principles and strategies
- Key contractual elements and compliance
- Performance-based agreements
- Case study: Negotiation success story
- Practical exercise: Contract negotiation role-play
- Feedback and review

Module 8: Technology & Tools in Supplier Management

- Supplier management software overview
- Digital tools for evaluation and monitoring
- Integrating data analytics for decision-making
- Case study: Using software for supplier selection
- Practical exercise: Technology application
- Course wrap-up discussion

Training Methodology

- Interactive lectures and presentations
- Case studies with real-world examples
- Group discussions and peer learning
- Hands-on exercises and simulations
- Supplier evaluation tools and scorecard application
- Role-playing for negotiation and risk management
- Q&A sessions for clarification and reinforcement
- Continuous assessment and feedback
- Best practice demonstrations
- Wrap-up and action plan development

Register as a group from 3 participants for a Discount

Send us an email: info@fineskilltrainingcenter.org or call *+254769199797*

Certification

Upon successful completion of this training, participants will be issued with a globally- recognized certificate.

Tailor-Made Course

We also offer tailor-made courses based on your needs.

Key Notes

a. The participant must be conversant with English.

b. Upon completion of training the participant will be issued with an Authorized Training Certificate

c. Course duration is flexible and the contents can be modified to fit any number of days.

d. The course fee includes facilitation training materials, 2 coffee breaks, buffet lunch and A Certificate upon successful completion of Training.

e. One-year post-training support Consultation and Coaching provided after the course.

f. Payment should be done at least a week before commence of the training, to Fineskill Training Center account, as indicated in the invoice so as to enable us prepare better for you.

Upcoming Scheduled Sessions

Start Date	End Date	Location	Price
23 Nov 2026	27 Nov 2026	Online	$1,000
23 Nov 2026	27 Nov 2026	Physical	$1,500
23 Nov 2026	27 Nov 2026	Physical	$3,000
23 Nov 2026	27 Nov 2026	Physical	$3,000
23 Nov 2026	27 Nov 2026	Physical	$6,000
23 Nov 2026	27 Nov 2026	Physical	$4,500
23 Nov 2026	27 Nov 2026	Physical	$6,000
23 Nov 2026	27 Nov 2026	Physical	$6,000

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Register Online Now

Email: info@fineskilltrainingcenter.com | Website: www.fineskilltrainingcenter.com