



THE INSTITUTE OF CHARTERED ACCOUNTANTS OF NIGERIA

(Established by Act of Parliament No.15 of 1965)

AMUWO & DISTRICT SOCIETY

Address:

c/o Head of Department, Department of Accountancy
Lagos State Polytechnic, Isolo,
P.O. Box 2129, Festac, Lagos, Nigeria

Telephone: +234 802 3194 131, +234 803 587 8800

12th December, 2017

Dear Sir/Madam

PROCUREMENT AND STORE MANAGEMENT TRAINING PROGRAM FOR FEBRUARY - AUGUST 2018

We are pleased to present to you our Training Courses for 2018. Our Faculties are Seasoned Professional and Financial Consultants who are willing to impart knowledge and skill in improving your performance in your workplace. Below are the Courses, their Dates and Venues for your Perusal & Nomination.

NO.	TOPICS	WHO SHOULD ATTEND	FEE N	DATES	VENUE
1.	Effective Purchasing, Tendering & Supplier Selection.	Procurement Officers, Stores Examiners, Purchasing and Logistics Personnel in the Public and Private Sectors.	90, 000	13th - 16th Feb., 2018	Digital Age Halls, Capital Building, 332,Ikorodu Road, Idiroko Bus Stop, Near LASU Anthony, Lagos.
2.	Optimal Performance Of Stores & Procurement Functions.				
3.	Effective e-Procurement, e-Payment and Auditing for Efficient Service Delivery in the Public and Private Sector.	Procurement Officers, Stores Examiners, Purchasing and Logistics Personnel in the Public and Private Sectors.	90, 000	20th - 23rd Feb., 2018	Digital Age Halls, Capital Building, 332,Ikorodu Road, Idiroko Bus Stop, Near LASU Anthony, Lagos.
4.	Stock Management and Inventory Control .				
5.	Procurement Contract and Administrative Management.	Procurement Officers, Stores Examiners, Purchasing and Logistics Personnel in the Public and Private Sectors.	90, 000	27th Feb - 2nd Mar., 2018	Alexis Hotel, Jabi, Abuja
6.	Effective Store and Inventory Management for Excellent Service Delivery.				
7.	Models and Methods for supply management.	Procurement Officers, Stores Examiners, Purchasing and Logistics Personnel in the Public and Private Sectors.	90, 000	6th - 9th Mar., 2018	Digital Age Halls, Capital Building, 332,Ikorodu Road, Idiroko Bus Stop, Near LASU Anthony, Lagos.
8.	Improving Quality In The Supply Chain.				
9.	Profitable Inventory Management and Control.	Procurement Officers, Stores Examiners, Purchasing and Logistics Personnel in the Public and Private Sectors.	90, 000	13th - 16th Mar., 2018	Digital Age Halls, Capital Building, 332,Ikorodu Road, Idiroko Bus Stop, Near LASU Anthony, Lagos.
10.	Professional Purchasing Project Management.				



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NO.	TOPICS	WHO SHOULD ATTEND	FEE N	DATES	VENUE
11.	Inventory Management Techniques: Planning, Replenishment and Activities Control.	Procurement Officers, Stores Examiners, Purchasing and Logistics Personnel in the Public and Private Sectors.	90, 000	20th - 23rd Mar., 2018	Digital Age Halls, Capital Building, 332,Ikorodu Road, Idriroko Bus Stop, Near LASU Anthony, Lagos.
12.	Effective Inventory Management Techniques and Control.				
13.	Managing Purchasing and Stores Department of Your Organization.	Procurement Officers, Stores Examiners, Purchasing and Logistics Personnel in the Public and Private Sectors.	90, 000	27th - 30th Mar., 2018	Digital Age Halls, Capital Building, 332,Ikorodu Road, Idriroko Bus Stop, Near LASU Anthony, Lagos.
14.	Effective Purchasing Management.				
15.	Advanced Purchasing, Logistics and Stores Management.	Procurement Officers, Stores Examiners, Purchasing and Logistics Personnel in the Public and Private Sectors.	90, 000	3rd - 6th April., 2018	Alexis Hotel, Jabi, Abuja
16.	Effective Purchasing and Contract Negotiation Strategies.				
17.	Principles of Material Handling and Stores Management.	Procurement Officers, Stores Examiners, Purchasing and Logistics Personnel in the Public and Private Sectors.	90, 000	10th - 13th April., 2018	Digital Age Halls, Capital Building, 332,Ikorodu Road, Idriroko Bus Stop, Near LASU Anthony, Lagos.
18.	Advanced Purchasing and Cost Savings Techniques.				
19.	Best Practices for Stock Reconciliation.	Procurement Officers, Stores Examiners, Purchasing and Logistics Personnel in the Public and Private Sectors.	90, 000	17th - 20th April., 2018	Digital Age Halls, Capital Building, 332,Ikorodu Road, Idriroko Bus Stop, Near LASU Anthony, Lagos.
20.	Warehouse, Stores and Stock Control Management.				
21.	Negotiation Strategies for Better Purchasing Value.	Procurement Officers, Stores Examiners, Purchasing and Logistics Personnel in the Public and Private Sectors.	90, 000	24th - 27th April., 2018	Digital Age Halls, Capital Building, 332,Ikorodu Road, Idriroko Bus Stop, Near LASU Anthony, Lagos.
22.	Procurement Planning and Bid Management.				
23.	Successful Tender Design and Contract Management in the Public and Private Sectors.	Procurement Officers, Stores Examiners, Purchasing and Logistics Personnel in the Public and Private Sectors.	90, 000	1st - 4th May, 2018	Alexis Hotel, Jabi, Abuja
24.	Computerized Stores/Materials and Inventory Management.				
25.	Procurement of Works and Dispute Resolutions in the Public and Private Sectors.	Procurement Officers, Stores Examiners, Purchasing and Logistics Personnel in the Public and Private Sectors.	90, 000	8th - 11th May, 2018	Digital Age Halls, Capital Building, 332,Ikorodu Road, Idriroko Bus Stop, Near LASU Anthony, Lagos.
26.	Electronic Procurement: Strategies for Success.				

For more Courses, Please Visit: www.newwaysconferences.com



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27.	Shipping & Customs: Procedures & Documentation.	Procurement Officers, Stores Examiners, Purchasing and Logistics Personnel in the Public and Private Sectors.	90, 000	15th - 18th May, 2018	Digital Age Halls, Capital Building, 332,Ikorodu Road, Idiroko Bus Stop, Near LASU Anthony, Lagos.
28.	Effective Warehouse & Inventory Cost Management.				
29.	Modern Approach to procurement: A Strategy perspective.	Procurement Officers, Stores Examiners, Purchasing and Logistics Personnel in the Public and Private Sectors.	90, 000	22nd - 25th May, 2018	Alexis Hotel, Jabi, Abuja
30.	The Complete Procurement Cycle & Contract Administration.				
31.	National and International Procurement for Donor Funded projects.	Procurement Officers, Stores Examiners, Purchasing and Logistics Personnel in the Public and Private Sectors.	90, 000	5th - 8th June, 2018	Digital Age Halls, Capital Building, 332,Ikorodu Road, Idiroko Bus Stop, Near LASU Anthony, Lagos.
32.	Stores Management & Administration.				
33.	Equipment Procurement: Tactics and Strategies.	Procurement Officers, Stores Examiners, Purchasing and Logistics Personnel in the Public and Private Sectors.	90, 000	19th - 22nd June, 2018	Digital Age Halls, Capital Building, 332,Ikorodu Road, Idiroko Bus Stop, Near LASU Anthony, Lagos.
34.	Advanced Computerized Stores and Supplies Management.				
35.	Asset Maintenance and Management.	Procurement Officers, Stores Examiners, Purchasing and Logistics Personnel in the Public and Private Sectors.	90, 000	26th - 29th June, 2018	Digital Age Halls, Capital Building, 332,Ikorodu Road, Idiroko Bus Stop, Near LASU Anthony, Lagos.
36.	The Complete Procurement Cycle: Best Practices & Strategies.				
37.	Procurement Fraud Identification, Investigation and Prevention.	Procurement Officers, Stores Examiners, Purchasing and Logistics Personnel in the Public and Private Sectors.	90, 000	3rd - 6th July, 2018	Alexis Hotel, Jabi, Abuja
38.	Legal Aspects of Stores & Transportation Management.				
39.	Effective Stores Management & Warehousing.	Procurement Officers, Stores Examiners, Purchasing and Logistics Personnel in the Public and Private Sectors.	90, 000	10th - 13th July, 2018	Digital Age Halls, Capital Building, 332,Ikorodu Road, Idiroko Bus Stop, Near LASU Anthony, Lagos.
40.	Contract Management, Monitoring & Sustainable Procurement in an organisation.				
41.	E- Procurement & Contract Management In The Private/ Public Sector.	Procurement Officers, Stores Examiners, Purchasing and Logistics Personnel in the Public and Private Sectors.	90, 000	17th - 20th July, 2018	Digital Age Halls, Capital Building, 332,Ikorodu Road, Idiroko Bus Stop, Near LASU Anthony, Lagos.
42.	Procurement and supply chain Management.				

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NO.	TOPICS	WHO SHOULD ATTEND	FEE N	DATES	VENUE
43.	Modern Purchasing and Contract Management.	Procurement Officers, Stores Examiners, Purchasing and Logistics Personnel in the Public and Private Sectors.	90, 000	24th - 27th July, 2018	Alexis Hotel, Jabi, Abuja
44.	Inventory Planning and Stock Control.				
45.	Stock Control & Inventory Management.	Procurement Officers, Stores Examiners, Purchasing and Logistics Personnel in the Public and Private Sectors.	90, 000	31st July - 3rd Aug., 2018	Digital Age Halls, Capital Building, 332,Ikorodu Road, Idiroko Bus Stop, Near LASU Anthony, Lagos.
46.	Advanced Stores and Inventory Management.				
47.	Best Practice in Procurement Processes and Management.	Procurement Officers, Stores Examiners, Purchasing and Logistics Personnel in the Public and Private Sectors.	90, 000	7th - 10th August, 2018	Digital Age Halls, Capital Building, 332,Ikorodu Road, Idiroko Bus Stop, Near LASU Anthony, Lagos.
48.	Advanced Forecasting and Inventory Management.				

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COURSES FEE AND REGISTRATION :

The Fee for each course is **N90,000.00 (Ninety Thousand Naira Only)** per participant. Payment should be made in cash or Bank Draft made payable to **The Institute Of Chartered Accountants Of Nigeria, Amuwo District.** 08023194131, 08035878800. E-mail: info@newwaysconferences.com Website: www.newwaysconference.com. For further information on these courses and for in-house training arrangements, please call **Chris 08023194131.**

Kindly send or text the lists of your nominees to **Chris 08023194131.**

We look forward to welcome you and your nominees at the venue.

Yours faithfully

Olusegun Abiodun B.sc, M.sc, ACA
Course Director