

**Address:**

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**6th November, 2024**

Dear Sir/Madam

**PROCUREMENT AND STORE MANAGEMENT TRAINING PROGRAM FOR  
JANUARY - DECEMBER 2025**

We are pleased to present to you our Training Courses for 2025. Our Faculties are Seasoned Professional and Financial Consultants who are willing to impact knowledge and skill in improving your performance in your workplace. Below are the Courses, their Dates and Venues for your Perusal & Nomination.

NO.	TOPICS	FEE N	DATES	VENUE	DATES	VENUE
1.	Negotiation Strategies for Better Purchasing Value.	150,000	14-17 Jan.2025	Training Centre, 9 Ogunlesi street, Onipan. Lagos	6-9 May 2025	Training Centre, 9 Ogunlesi street, Onipan. Lagos
2.	Procurement Essentials -Professional Bid Evaluation					
3.	Procurement of Works and Dispute Resolutions in the Public and Private Sectors.	150,000	21-24 Jan.2025	Training Centre, 9 Ogunlesi street, Onipan. Lagos	13-16 May 2025	Training Centre, 9 Ogunlesi street, Onipan. Lagos
4.	Electronic Procurement: Strategies for Success.					
5.	Inventory Management Techniques: Planning, Replenishment and Activities Control.	150,000	28-31 Jan.2025	Training Centre, 9 Ogunlesi street, Onipan. Lagos	27-30 May 2025	Training Centre, 9 Ogunlesi street, Onipan. Lagos
6.	Effective Inventory Management Techniques and Control.					
7.	Advanced Purchasing, Logistics and Stores Management.	150,000	11-14 Feb.2025	Training Centre, 9 Ogunlesi street, Onipan. Lagos	3-6 June 2025	Training Centre, 9 Ogunlesi street, Onipan. Lagos
8.	Effective Purchasing and Contract Negotiation Strategies.					
9.	Strategic Vendor Management for Public Service	150,000	18-21 Feb.2025	Training Centre, 9 Ogunlesi street, Onipan. Lagos	17-20 June 2025	Training Centre, 9 Ogunlesi street, Onipan. Lagos
10.	Supply Chain Best Practices: Concept, Application & Risk Management					

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11.	Principles of Material Handling and Stores Management.	150,000	25-28 Feb.2025	Training Centre, 9 Ogunlesi street, Onipan. Lagos	24-27 Jun 2025	Training Centre, 9 Ogunlesi street, Onipan. Lagos
12.	Advanced Purchasing and Cost Savings Techniques.					
13.	Equipment Procurement: Tactics and Strategies.	150,000	11-14 Mar.2025	Training Centre, 9 Ogunlesi street, Onipan. Lagos	1-4 July 2025	Training Centre, 9 Ogunlesi street, Onipan. Lagos
14.	Advanced Computerized Stores and Supplies Management.					
15.	Successful Tender Design and Contract Management in the Public and Private Sectors.	150,000	18-21 Mar.2025	Training Centre, 9 Ogunlesi street, Onipan. Lagos	8-11 July 2025	Training Centre, 9 Ogunlesi street, Onipan. Lagos
16.	Computerized Stores/Materials and Inventory Management.					
17.	Effective Procurement Management Understanding the full procurement cycle	150,000	25-28 Mar.2025	Training Centre, 9 Ogunlesi street, Onipan. Lagos	22-25 July2025	Training Centre, 9 Ogunlesi street, Onipan. Lagos
18.	The Complete Procurement Cycle: Best Practices & Strategies.					
19.	Stock Control & Inventory Management.	150,000	1-4 Apr.2025	Training Centre, 9 Ogunlesi street, Onipan. Lagos	5-8 Aug.2025	Training Centre, 9 Ogunlesi street, Onipan. Lagos
20.	<b>Bid and Tender Management</b>					
21.	Effective Negotiations in Projects and Procurement	150,000	8-11 Apr.2025	Training Centre, 9 Ogunlesi street, Onipan. Lagos	12-15 Aug.2025	Training Centre, 9 Ogunlesi street, Onipan. Lagos
22.	Warehouse, Stores and Stock Control Management.					
23.	Shipping & Customs: Procedures & Documentation.	150,000	15-18 Apr.2025	Training Centre, 9 Ogunlesi street, Onipan. Lagos	19-22 Aug.2025	Training Centre, 9 Ogunlesi street, Onipan. Lagos
24.	Stores Keeping and Inventory Management Course					
25.	Modern Approach to procurement: A Strategy perspective.	150,000	6-9 May 2025	Training Centre, 9 Ogunlesi street, Onipan. Lagos	2-5 Sept.2025	Training Centre, 9 Ogunlesi street, Onipan. Lagos
26.	<b>Sustainable Procurement and Supply Chain Management</b>					

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27.	Effective Purchasing, Tendering & Supplier Selection.	150,000	13-16 May 2025	Training Centre, 9 Ogunlesi street, Onipan. Lagos	9-12 Sept.2025	Training Centre, 9 Ogunlesi street, Onipan. Lagos
28.	Optimal Performance Of Stores & Procurement Functions.					
29.	Modern Purchasing and Contract Management.	150,000	27-30 May 2025	Training Centre, 9 Ogunlesi street, Onipan. Lagos	16-19 Sept.2025	Training Centre, 9 Ogunlesi street, Onipan. Lagos
30.	Inventory Planning and Stock Control.					
31.	Supply Chain Operations: Principles for Continuity and Sustainability	150,000	3-6 June 2025	Training Centre, 9 Ogunlesi street, Onipan. Lagos	7-10 Oct.2025	Training Centre, 9 Ogunlesi street, Onipan. Lagos
32.	Contract and Procurement Management					
33.	Profitable Inventory Management and Control.	150,000	17-20 June 2025	Training Centre, 9 Ogunlesi street, Onipan. Lagos	14-17 Oct.2025	Training Centre, 9 Ogunlesi street, Onipan. Lagos
34.	Strategic Procurement and Category Management					
35.	Effective Stores Management & Warehousing.	150,000	24-27 Jun 2025	Training Centre, 9 Ogunlesi street, Onipan. Lagos	21-24 Oct.2025	Training Centre, 9 Ogunlesi street, Onipan. Lagos
36.	Contract Management, Monitoring & Sustainable Procurement in an organisation.					
37.	E- Procurement & Contract Management In The Private/ Public Sector.	150,000	1-4 July 2025	Training Centre, 9 Ogunlesi street, Onipan. Lagos	4-7 Nov.2025	Ekiti State Hotel (former Nanet Suites), Plot 1042 Kur Mohammed Street, Central Business Area, Abuja.
38.	Purchasing Techniques, Negotiating & Cost Reduction					
39.	Procurement Contract and Administrative Management.	150,000	8-11 July 2025	Training Centre, 9 Ogunlesi street, Onipan. Lagos	11-14 Nov.2025	Training Centre, 9 Ogunlesi street, Onipan. Lagos
40.	Effective Store and Inventory Management for Excellent Service Delivery.					
41.	Best Practice in Procurement Processes and Management.	150,000	22-25 July2025	Training Centre, 9 Ogunlesi street, Onipan. Lagos	18-21 Nov.2025	Training Centre, 9 Ogunlesi street, Onipan. Lagos
42.	Advanced Forecasting and Inventory Management.					

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43.	Effective e-Procurement, e-Payment and Auditing for Efficient Service Delivery in the Public and Private Sector.	150,000	5th-8th Aug.2025	Training Centre, 9 Ogunlesi street, Onipan. Lagos	2-5 Dec.2025	Training Centre, 9 Ogunlesi street, Onipan. Lagos
44.	Tactical Purchasing Practices for Cost Optimization					
45.	Procurement Fraud Identification, Investigation and Prevention.	150,000	12th-15th Aug.2025	Training Centre, 9 Ogunlesi street, Onipan. Lagos	9-12 Dec.2025	Training Centre, 9 Ogunlesi street, Onipan. Lagos
46.	Legal Aspects of Stores & Transportation Management.					
47.	Negotiation Course for Procurement Professionals	150,000	19th-22th Aug.2025	Training Centre, 9 Ogunlesi street, Onipan. Lagos	16-19 Dec.2025	Training Centre, 9 Ogunlesi street, Onipan. Lagos
48.	The Complete Course on e-Procurement & Purchasing Management					

**COURSE FEE:**

The fee for each course is **N150,000.00 (One Hundred And Fifty Thousand Naira Only)** per participant, this covers tuition, Course Material, Training Bag, Tea/Coffee Break, Lunch, Group Photograph, Certificate of Participation and Administration.

**HOW TO REGISTER:**

Send the list of nominees with relevant fee of **N150,000.00 (One Hundred And Fifty Thousand Naira Only)** only based on the applicable courses in cash/draft, made payable to **The Institute of Chartered Accountants of Nigeria, Amuwo District, (Polaris Bank, Account Number 1770900643)**, Cash can also be Paid at the venue.

Kindly text or WhatsApp the lists of your nominees to **Chris 08023194131 or Bassey 08035878800**.

For further information on these courses and for in-house training arrangements, please call **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