

Address:

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13th February, 2024

Dear Sir/Madam

**PROCUREMENT AND STORE MANAGEMENT TRAINING PROGRAM FOR
JANUARY - DECEMBER 2024**

We are pleased to present to you our Training Courses for 2024. 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	16th - 19th Jan, 2024	Precinct Comfort Hotel, 20 Harvey Road. off Herbert Macaulay, Yaba, Lagos	7th - 10th May, 2024	Precinct Comfort Hotel, 20 Harvey Road. off Herbert Macaulay, Yaba, Lagos
2.	Procurement Essentials -Professional Bid Evaluation					
3.	Procurement of Works and Dispute Resolutions in the Public and Private Sectors.	150,000	23rd - 26th Jan, 2024	Precinct Comfort Hotel, 20 Harvey Road. off Herbert Macaulay, Yaba, Lagos	14th - 17th May, 2024	Precinct Comfort Hotel, 20 Harvey Road. off Herbert Macaulay, Yaba, Lagos
4.	Electronic Procurement: Strategies for Success.					
5.	Inventory Management Techniques: Planning, Replenishment and Activities Control.	150,000	6th - 9th Feb, 2024	Precinct Comfort Hotel, 20 Harvey Road. off Herbert Macaulay, Yaba, Lagos	21st - 24th May, 2024	Precinct Comfort Hotel, 20 Harvey Road. off Herbert Macaulay, Yaba, Lagos
6.	Effective Inventory Management Techniques and Control.					
7.	Advanced Purchasing, Logistics and Stores Management.	150,000	13th - 16th Feb, 2024	Precinct Comfort Hotel, 20 Harvey Road. off Herbert Macaulay, Yaba, Lagos	4th - 7th June, 2024	Precinct Comfort Hotel, 20 Harvey Road. off Herbert Macaulay, Yaba, Lagos
8.	Effective Purchasing and Contract Negotiation Strategies.					
9.	Strategic Vendor Management for Public Service	150,000	20th - 23rd Feb 2024	Precinct Comfort Hotel, 20 Harvey Road. off Herbert Macaulay, Yaba, Lagos	18th - 21st June, 2024	Ekiti State Hotel (former Nanet Suites), Plot 1042 Kur Mohammed Street, Central Business Area, Abuja.
10.	Supply Chain Best Practices: Concept, Application & Risk Management					

NO.		FEE N	DATES	VENUE	DATES	VENUE
11.	Principles of Material Handling and Stores Management.	150,000	5th - 8th Mar 2024	Precinct Comfort Hotel, 20 Harvey Road. off Herbert Macaulay, Yaba, Lagos	25th - 28th June, 2024	Precinct Comfort Hotel, 20 Harvey Road. off Herbert Macaulay, Yaba, Lagos
12.	Advanced Purchasing and Cost Savings Techniques.					
13.	Equipment Procurement: Tactics and Strategies.	150,000	12th - 15th Mar 2024	Precinct Comfort Hotel, 20 Harvey Road. off Herbert Macaulay, Yaba, Lagos	2nd - 5th July, 2024	Precinct Comfort Hotel, 20 Harvey Road. off Herbert Macaulay, Yaba, Lagos
14.	Advanced Computerized Stores and Supplies Management.					
15.	Successful Tender Design and Contract Management in the Public and Private Sectors.	150,000	19th - 22nd Mar 2024	Precinct Comfort Hotel, 20 Harvey Road. off Herbert Macaulay, Yaba, Lagos	9th - 12th July, 2024	Precinct Comfort Hotel, 20 Harvey Road. off Herbert Macaulay, Yaba, Lagos
16.	Computerized Stores/Materials and Inventory Management.					
17.	Effective Procurement Management Understanding the full procurement cycle	150,000	2nd - 5th April, 2024	Precinct Comfort Hotel, 20 Harvey Road. off Herbert Macaulay, Yaba, Lagos	23rd - 26th July, 2024	Precinct Comfort Hotel, 20 Harvey Road. off Herbert Macaulay, Yaba, Lagos
18.	The Complete Procurement Cycle: Best Practices & Strategies.					
19.	Stock Control & Inventory Management.	150,000	16th - 19th April 2024	Precinct Comfort Hotel, 20 Harvey Road. off Herbert Macaulay, Yaba, Lagos	6th - 9th Aug, 2024	Precinct Comfort Hotel, 20 Harvey Road. off Herbert Macaulay, Yaba, Lagos
20.	Bid and Tender Management					
21.	Effective Negotiations in Projects and Procurement	150,000	23rd - 26th April 2024	Precinct Comfort Hotel, 20 Harvey Road. off Herbert Macaulay, Yaba, Lagos	13th - 16th Aug, 2024	Precinct Comfort Hotel, 20 Harvey Road. off Herbert Macaulay, Yaba, Lagos
22.	Warehouse, Stores and Stock Control Management.					
23.	Shipping & Customs: Procedures & Documentation.	150,000	7th - 10th May, 2024	Precinct Comfort Hotel, 20 Harvey Road. off Herbert Macaulay, Yaba, Lagos	20th - 23rd Aug, 2024	Ekiti State Hotel (former Nanet Suites), Plot 1042 Kur Mohammed Street, Central Business Area, Abuja
24.	Stores Keeping and Inventory Management Course					
25.	Modern Approach to procurement: A Strategy perspective.	150,000	14th - 17th May, 2024	Precinct Comfort Hotel, 20 Harvey Road. off Herbert Macaulay, Yaba, Lagos	3rd - 6th Sept, 2024	Precinct Comfort Hotel, 20 Harvey Road. off Herbert Macaulay, Yaba, Lagos
26.	Sustainable Procurement and Supply Chain Management					

NO.	TOPICS	FEE N	DATES	VENUE	DATES	VENUE
27.	Effective Purchasing, Tendering & Supplier Selection.	150,000	21st - 24th May, 2024	Precinct Comfort Hotel, 20 Harvey Road. off Herbert Macaulay, Yaba, Lagos	10th - 13th Sept, 2024	Precinct Comfort Hotel, 20 Harvey Road. off Herbert Macaulay, Yaba, Lagos
28.	Optimal Performance Of Stores & Procurement Functions.					
29.	Modern Purchasing and Contract Management.	150,000	4th - 7th June, 2024	Precinct Comfort Hotel, 20 Harvey Road. off Herbert Macaulay, Yaba, Lagos	17th - 20th Sept, 2024	Precinct Comfort Hotel, 20 Harvey Road. off Herbert Macaulay, Yaba, Lagos
30.	Inventory Planning and Stock Control.					
31.	Supply Chain Operations: Principles for Continuity and Sustainability	150,000	18th - 21st June, 2024	Ekiti State Hotel (former Nanet Suites), Plot 1042 Kur Mohammed Street, Central Business Area, Abuja	8th - 11th Oct, 2024	Precinct Comfort Hotel, 20 Harvey Road. off Herbert Macaulay, Yaba, Lagos
32.	Contract and Procurement Management					
33.	Profitable Inventory Management and Control.	150,000	25th - 28th June, 2024	Precinct Comfort Hotel, 20 Harvey Road. off Herbert Macaulay, Yaba, Lagos	15th - 18th Oct, 2024	Precinct Comfort Hotel, 20 Harvey Road. off Herbert Macaulay, Yaba, Lagos
34.	Strategic Procurement and Category Management					
35.	Effective Stores Management & Warehousing.	150,000	2nd - 5th July, 2024	Precinct Comfort Hotel, 20 Harvey Road. off Herbert Macaulay, Yaba, Lagos	22nd - 25th Oct, 2024	Precinct Comfort Hotel, 20 Harvey Road. off Herbert Macaulay, Yaba, Lagos
36.	Contract Management, Monitoring & Sustainable Procurement in an organisation.					
37.	E- Procurement & Contract Management In The Private/ Public Sector.	150,000	9th - 12th July, 2024	Precinct Comfort Hotel, 20 Harvey Road. off Herbert Macaulay, Yaba, Lagos	5th - 8th Nov, 2024	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	23rd - 26th July, 2024	Precinct Comfort Hotel, 20 Harvey Road. off Herbert Macaulay, Yaba, Lagos	12th - 15th Nov, 2024	Precinct Comfort Hotel, 20 Harvey Road. off Herbert Macaulay, Yaba, Lagos
40.	Effective Store and Inventory Management for Excellent Service Delivery.					
41.	Best Practice in Procurement Processes and Management.	150,000	6th - 9th Aug, 2024	Precinct Comfort Hotel, 20 Harvey Road. off Herbert Macaulay, Yaba, Lagos	19th - 22nd Nov, 2024	Precinct Comfort Hotel, 20 Harvey Road. off Herbert Macaulay, Yaba, Lagos
42.	Advanced Forecasting and Inventory Management.					

NO.	TOPICS	FEE N	DATES	VENUE	DATES	VENUE
43.	Effective e-Procurement, e-Payment and Auditing for Efficient Service Delivery in the Public and Private Sector.	150,000	13th - 16th Aug, 2024	Precinct Comfort Hotel, 20 Harvey Road. off Herbert Macaulay, Yaba, Lagos	3rd - 6th Dec, 2024	Precinct Comfort Hotel, 20 Harvey Road. off Herbert Macaulay, Yaba, Lagos
44.	Tactical Purchasing Practices for Cost Optimization					
45.	Procurement Fraud Identification, Investigation and Prevention.	150,000	20th - 23rd Aug, 2024	Ekiti State Hotel (former Nanet Suites), Plot 1042 Kur Mohammed Street, Central Business Area, Abuja	10th - 13th Dec, 2024	Precinct Comfort Hotel, 20 Harvey Road. off Herbert Macaulay, Yaba, Lagos
46.	Legal Aspects of Stores & Transportation Management.					
47.	Negotiation Course for Procurement Professionals	150,000	3rd - 6th Sept, 2024	Precinct Comfort Hotel, 20 Harvey Road. off Herbert Macaulay, Yaba, Lagos	17th - 20th Dec, 2024	Precinct Comfort Hotel, 20 Harvey Road. off Herbert Macaulay, Yaba, Lagos
48.	The Complete Course on e-Procurement & Purchasing Management					

COURSE FEE:

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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