

Course : Buyers, negotiating purchasing costs

Practical course - 2d - 14h00 - Ref. ARE

Price : 1590 CHF E.T.



4,7 / 5

This training course will enable you to acquire a method for negotiating purchasing costs effectively. You will learn to master cost optimization and reduction techniques, and consolidate your purchasing negotiation know-how.



Teaching objectives

At the end of the training, the participant will be able to:

- ✓ Implement optimization and cost-cutting levers in round-trip/off-line and round-trip/off-line negotiations
- ✓ Acquire a method for negotiating purchasing costs
- ✓ Develop your influence as a negotiator with suppliers

Intended audience

Buyers, purchasing negotiators, purchasing managers, general services managers. returnchariot
Anyone involved in negotiating purchasing costs within the company.

Prerequisites

Operational experience in purchasing.

Practical details

Hands-on work

Case studies, exercises in sub-groups, behavioral simulations followed by a group debriefing.

Course schedule

PARTICIPANTS

Buyers, purchasing negotiators, purchasing managers, general services managers. returnchariot
Anyone involved in negotiating purchasing costs within the company.

PREREQUISITES

Operational experience in purchasing.

TRAINER QUALIFICATIONS

The experts leading the training are specialists in the covered subjects. They have been approved by our instructional teams for both their professional knowledge and their teaching ability, for each course they teach. They have at least five to ten years of experience in their field and hold (or have held) decision-making positions in companies.

ASSESSMENT TERMS

The trainer evaluates each participant's academic progress throughout the training using multiple choice, scenarios, hands-on work and more.
Participants also complete a placement test before and after the course to measure the skills they've developed.

1 Understanding key negotiation concepts

- Choose a negotiating approach: win-lose, win-win, give-and-take.
- Understand the principles of integrative and distributive negotiation.
- Creating value.
- Claiming the value created and distributing it.
- Mastering the give-and-take game.

Role-playing

Initial negotiation training and implementation of key negotiation concepts.

2 Master the levers of purchasing cost optimization and reduction

- Understand the different purchasing cost levers.
- Determine market prices and target purchasing costs.
- Using cost breakdown: objectives, methods, use.
- Critical analysis of cost drivers.
- Calculate total purchase cost.
- Develop a method for using cost levers in negotiation.

Role-playing

Buy-Sell negotiation, with and without cost breakdown support. Comparison of methods and debriefing.

3 Effective negotiation preparation

- Know your file.
- Evaluate and improve the Purchasing-Sales balance of power.
- Select the components and cost elements to be negotiated.
- Define the negotiation grid.
- Drawing up the give-and-take matrix.
- Structure your sales pitch and counter cost objections.
- Define the sequencing: the order of the points to be negotiated.

Hands-on work

Preparation for a negotiation meeting. Buy-Sell negotiation by team, supported by cost breakdown and Total Cost of Purchase calculation.

4 Conducting a negotiation

- Negotiate with support teams to optimize and reduce purchasing costs.
- Take the lead and keep it until the end.
- Use communication techniques to conduct exchanges.
- Develop your power of persuasion.
- Choosing which position to reveal: when, how, why.
- Master value distribution tactics.

Role-playing

Team purchasing negotiation: strategies and tactics to cut costs.

TEACHING AIDS AND TECHNICAL RESOURCES

- The main teaching aids and instructional methods used in the training are audiovisual aids, documentation and course material, hands-on application exercises and corrected exercises for practical training courses, case studies and coverage of real cases for training seminars.
- At the end of each course or seminar, ORSYS provides participants with a course evaluation questionnaire that is analysed by our instructional teams.
- A check-in sheet for each half-day of attendance is provided at the end of the training, along with a course completion certificate if the trainee attended the entire session.

TERMS AND DEADLINES

Registration must be completed 24 hours before the start of the training.

ACCESSIBILITY FOR PEOPLE WITH DISABILITIES

Do you need special accessibility accommodations? Contact Mrs. Fosse, Disability Manager, at psh-accueil@orsys.fr to review your request and its feasibility.

Dates and locations

REMOTE CLASS

2026 : 15 June, 15 June, 26 Oct., 26 Oct.