

Procurement, Monitoring and Evaluation Course Details

Department: Procurement & Supply Chain Management

Presented by Magna Skills Development Institute

[Registration Link](#)

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Course Summary

The Procurement, Monitoring, and Evaluation course offered by Magna Skills is designed to provide professionals with comprehensive knowledge and skills in the areas of procurement management, project monitoring, and evaluation. This course covers essential concepts, methodologies, and best practices to ensure effective procurement processes, continuous monitoring, and thorough evaluation of projects. Participants will learn how to manage procurement activities, monitor project progress, and evaluate project outcomes to enhance efficiency, accountability, and impact.

Course Objectives

1. **Understanding Procurement Processes:** Gain insights into the principles, processes, and strategies of effective procurement management.
2. **Developing Monitoring Frameworks:** Learn how to design and implement monitoring frameworks to track project progress and performance.
3. **Conducting Evaluations:** Acquire skills in conducting project evaluations to assess outcomes, impact, and overall effectiveness.
4. **Enhancing Efficiency and Accountability:** Understand how to optimize procurement activities, ensure compliance, and maintain transparency and accountability.
5. **Utilizing Tools and Techniques:** Explore various tools and techniques for procurement, monitoring, and evaluation to improve project management practices.

Course Outline

Module 1: Introduction to Procurement Management

- Overview of procurement principles and processes
- Key elements of effective procurement management

Module 2: Procurement Planning and Strategy

- Developing procurement plans and strategies
- Identifying procurement needs and setting objectives

Module 3: Procurement Methods and Procedures

- Overview of different procurement methods and their applications

- Procurement procedures and documentation requirements

Module 4: Supplier Selection and Management

- Criteria for selecting suppliers and managing supplier relationships
- Evaluating supplier performance and ensuring quality

Module 5: Introduction to Monitoring and Evaluation (M&E)

- Importance of monitoring and evaluation in project management
- Key concepts and components of M&E frameworks

Module 6: Designing Monitoring Systems

- Steps to design and implement effective monitoring systems
- Selecting indicators and setting baselines

Module 7: Data Collection and Analysis

- Methods for data collection and analysis in monitoring
- Tools and techniques for data management and reporting

Module 8: Conducting Project Evaluations

- Approaches to project evaluation: formative, summative, and impact evaluations
- Designing evaluation plans and developing evaluation questions

Module 9: Reporting and Using M&E Results

- Preparing and presenting M&E reports
- Utilizing M&E findings for decision-making and project improvement

Module 10: Best Practices and Case Studies

- Best practices in procurement, monitoring, and evaluation
- Analysis of real-world case studies and lessons learned

Who Can Attend:

- Procurement managers and officers

- Project managers and coordinators
- Monitoring and evaluation specialists
- Program managers and development professionals
- Anyone involved in procurement, project monitoring, or evaluation activities

Summary: The Procurement, Monitoring, and Evaluation course provides participants with the essential knowledge and skills to manage procurement processes, monitor project progress, and evaluate project outcomes effectively. Through a combination of theoretical learning, practical exercises, and real-world case studies, participants will learn how to enhance procurement efficiency, ensure accountability, and improve project impact, ultimately contributing to the success of their organizations.



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Company Overview

Who We Are: Magna Skills is a premier training and capacity-building organization specializing in professional development for government institutions, NGOs, and the private sector.

Our Mission: To provide world-class training solutions that equip professionals with the expertise needed to excel in their careers and contribute meaningfully to their organizations.

Our Vision: To be the leading provider of professional training and development across Africa, fostering excellence, innovation, and capacity-building in public and private sectors.

Core Values

- **Excellence** – Delivering high-quality training tailored to meet the evolving needs of professionals.
- **Integrity** – Upholding the highest ethical standards in all our engagements.
- **Innovation** – Embracing new technologies and methodologies to enhance learning experiences.
- **Customer-Centric Approach** – Ensuring client satisfaction by providing relevant, practical, and impactful training.
- **Collaboration** – Partnering with industry experts and institutions to provide the best learning opportunities.

Our Training Methodology

We use a blended learning approach that includes instructor-led training, case studies, workshops, and post-training support.

Why Choose Magna Skills?

- Experienced Trainers
- Customized Training Solutions
- Interactive Learning
- Global Recognition
- Proven Track Record

Request for Training Form

Complete the form and share with Magna Skills Support Team on email info@magnaskills.com or Send Whatsapp on: +27630079022

Approval & Authorization	
Applicant Details	Course Details
First Name:	Course Name:
Last Name:	Training Venue:
Mobile:	Month:
Email:	Training Method: Online[____] Face to Face [____]
Company Name:	Duration:
Country:	Number of Staff Members:

By signing this agreement, both parties confirm their commitment to the terms outlined in this proposal.