



UNITED REPUBLIC OF TANZANIA  
MINISTRY OF FINANCE AND PLANNING



PROCUREMENT AND SUPPLIES PROFESSIONALS AND TECHNICIANS BOARD

## PUBLIC NOTICE

**FIVE DAYS WORKSHOP ON STRATEGIC PROCUREMENT PLANNING FOR  
PROJECTS FUNDED BY THE DEVELOPMENT PARTNERS – PATH TO  
ACHIEVE ORGANIZATIONAL OBJECTIVES**

**VENUE: MOROGORO**

**DATES: 15<sup>TH</sup> AUGUST TO 19<sup>TH</sup> 2022**

### 1. Workshop outcome

Participants will be able to develop a capability to align procurement projects with strategic organizational objectives

### 2. Who should attend?

- a) Members of the Tender Board
- b) Procurement Managers
- c) Supplies Managers
- d) Project Managers
- e) Planning Officers
- f) Procurement officers
- g) Supplies officers
- h) Auditors
- i) ICT expert
- j) and any interested parties

### 3. Workshop Contents

- |   |   |
|---|---|
| (a) Project Identification, preparation and appraisal.                                      | (f) Procurement Packaging.                        |
| (b) Overview of strategic planning.   | (g) Choice of appropriate procurement method.     |
| (c) Harmonization of development partner's project objectives and organizational objectives | (h) Procurement plan Scheduling.                  |
| (c) Strategic procurement planning.   | (i) Approvals (BAA/NOL).                          |
| (d) Categorization of procurement.  | (j) Monitoring and review of the Procurement Plan |
| (e) Demand, supply, market analysis and risk assessment                                     | (k) Cases studies and Contemporary issues.        |
|   | (l) Soft skills and Emotional Intelligence        |

#### **4. Course fee:**

**Tshs. 800,000/=** per participant to cover participation fee, training materials, tea/coffee and lunch. Please confirm your participation before **12<sup>th</sup> August 2022** through the below emails and mobile numbers.

#### **5. Application:**

Apply online for this **EVENT** via **PSPTB Online Registration System (ORS)**.

**Click this link <https://registration.psptb.go.tz/>** to register.

#### **6. Protective measures against Covid-19**

All protective measures will be taken as per Ministry of Health, Community Development, Gender, Elderly and Children directives. The space available is only for 30 participants, early confirmation is encouraged.

#### **NB:**

- (a) All participants will be required to wear masks during training sessions.
- (b) All participants should come with LAPTOPS.
- (c) Participation fee should be paid in advance.

#### **FOR FURTHER DETAILS, CONTACT:**

Executive Director,

PSPTB,

P.O. Box 5993,

**DAR-ES-SALAAM.**

**Mobile: 0738441971/0622731514/0733331177**

**Email: [info@psptb.go.tz](mailto:info@psptb.go.tz) or [professionals@psptb.go.tz](mailto:professionals@psptb.go.tz)**

