

Generative AI for Procurement



pm-partners

**Generative AI
for
Procurement**

COURSE PARTICIPATION
CERTIFICATE

ACHIEVEMENT



Course duration: 1 day

Generative AI for Procurement

Generative AI is rapidly transforming how organisations operate – and procurement is no exception.

From sourcing and supplier evaluation to contract review and stakeholder communication, procurement professionals are under increasing pressure to deliver faster, more informed outcomes while maintaining commercial rigour, compliance, and fairness. Generative AI presents a significant opportunity to reduce administrative workload, improve insight generation, and enhance consistency across procurement activities.

The challenge is not whether to use AI, but how to use it in a way that **supports better decision-making without compromising confidentiality, governance, or supplier integrity.**

The **Generative AI for Procurement** course equips procurement professionals with the practical skills to apply GenAI across the procurement lifecycle – from drafting and analysis to communication and reporting – while maintaining appropriate oversight and professional judgement.

Through real-world procurement scenarios and hands-on activities, participants will learn where GenAI adds value, where it introduces risk, and how to embed it into their day-to-day work in a safe, ethical and effective way.



Objectives

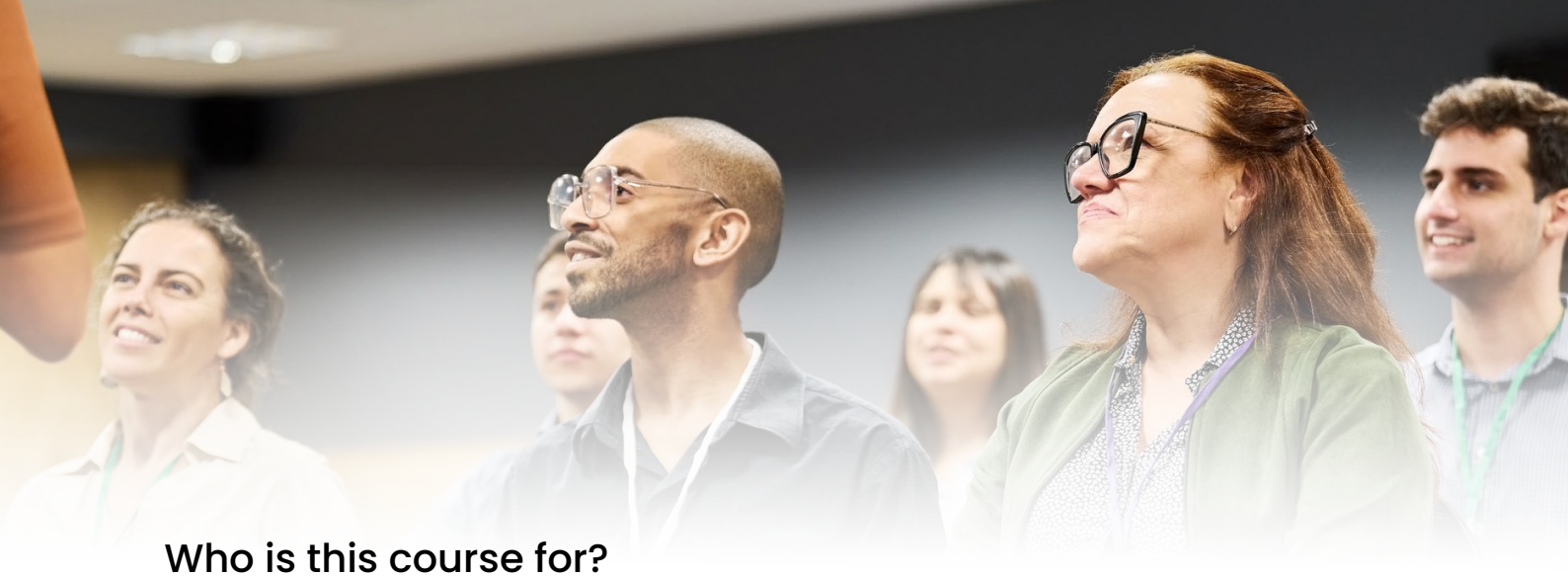
By the end of this course, participants will be able to:

- Understand how Generative AI works and its relevance to procurement activities
- Identify high-value, low-risk use cases across the procurement lifecycle
- Use GenAI to reduce administrative effort and improve consistency in outputs
- Apply structured prompting techniques tailored to procurement scenarios
- Analyse supplier information and procurement data more efficiently
- Recognise and manage risks related to confidentiality, bias, and compliance
- Establish clear boundaries for appropriate and inappropriate use of AI in procurement
- Confidently embed GenAI into everyday procurement workflows

Key topics

This course explores the following content:

- What Generative AI is – and why it matters for procurement now
- Opportunities and limitations of GenAI in commercial environments
- High-value use cases across sourcing, evaluation, contracting and reporting
- Using GenAI to support supplier analysis and decision-making
- Prompting techniques for procurement outcomes (RFx, evaluation, communications)
- Managing bias and ensuring fairness in supplier-related processes
- Confidentiality, commercial sensitivity and data protection considerations
- Governance, auditability and defensible procurement decisions
- Embedding GenAI into procurement workflows and team practices



Who is this course for?

This course is designed for procurement professionals who want to improve efficiency, enhance decision support, and confidently navigate the use of AI in their work.

Typical participants include:

- Procurement Managers and Category Managers
- Procurement Business Partners
- Strategic Sourcing professionals
- Procurement Operations and Contract specialists
- Supply Chain and Commercial professionals

*No prior experience with AI or technical background is required.

Course delivery

This is a highly interactive, practical course that combines:

- Clear, real-world explanations of GenAI concepts
- Procurement-specific examples and scenarios
- Hands-on activities and guided exercises
- Group discussions and shared experiences

Participants are encouraged to bring their own procurement challenges to ensure the learning is directly applicable to their role and organisation.

Delivery options

Public scheduled courses | Private in-house delivery | Integrated (face-to-face and virtual participants)

What makes this course different?

- **Procurement-first, not technology-first** – grounded in real procurement challenges
- **Strong commercial and governance focus** – aligned to procurement accountability
- **Practical and immediately applicable** – no hype, no unnecessary complexity
- **Clear boundaries of use** – what AI should support vs what must remain human-led
- **Tool-agnostic approach** – focuses on capability, not specific platforms

Customisation options

This course can be tailored to suit your organisation's context, including:

- Industry-specific procurement environments (e.g. government, regulated industries)
- Internal procurement processes and policies
- Organisation-specific AI governance frameworks
- Focus areas such as sourcing, contract management, or supplier risk

PDUs Participants who have been awarded the Project Management Professional (PMP)[®] credential by PMI[®] may be eligible to earn 7 PDUs (Power Skills) for participation in this course.

Participants holding CPPP / CPPM / CPPD accreditations may be eligible to earn 14 CPDs.

Learner value

By participating in this course, you will:

- Save time on repetitive procurement tasks
- Improve the quality and consistency of procurement outputs
- Make better-informed decisions using AI-supported insights
- Reduce risk through appropriate and ethical use of AI
- Build confidence in applying AI within a commercial environment



Why learn with PM-Partners?

For **over 25 years**, PM-Partners has helped organisations uplift capability across Australia, New Zealand and South-East Asia. Our facilitators are experienced practitioners who combine real-world expertise with best-practice delivery methods. **We don't just teach AI. We show you how to apply it responsibly, strategically and practically.**

Because we turn your career goals into reality.

Poor project skills are consistently cited as a key reason for project failure. To be successful in project delivery, it's critical to invest in yourself and the capabilities of your team.

Certification and training are a critical part of that journey. But you need to know which steps to take, and when, to ensure you're heading in the right direction. That's where our expert guidance and support comes in.

Tell us where you want to go

At PM-Partners, we start every conversation with the question, 'Where are you trying to go?' We then apply our expertise to show you exactly 'how' to get there.

We believe that having the relevant skills and methodologies is critical to delivery success, and ultimately career success. Depending on your aims, our team of professional development consultants will work closely with you to create a development pathway, or team training program, that aligns with your goals.

Helping to build capability for over 25 years

Our accredited programs provide certification and development across a range of globally recognised project management and delivery streams.

Each year, our expert facilitators train and certify more than 15,000 people throughout Australia, New Zealand and South-East Asia to best practice standards. All are highly qualified practitioners in their field, and they draw from real-life scenarios and their own experience to add real value for individuals, teams and organisations.

Our promise to you

PM-Partners is committed to providing industry leading education that is relevant, up-to-date and designed to meet your specific needs.

We offer qualifications across multiple disciplines, including key products in PeopleCert's best practice portfolio, such as ITIL®, PRINCE2® Project Management, PRINCE2® Agile Project Management, PRINCE2® Programme Management, Prince2® Portfolio Management, and P3O®; APMG's AgilePM®, AgileBA®, AgilePgM™, Lean Six Sigma, Managing Benefits and Change Management; as well as the Scaled Agile Framework® (SAFe®); and Business Analysis programs from The Australian Chapter of the International Institute of Business Analysis™ (IIBA®), to name a few.

To learn more about how we can support you or your organisation, contact our team on 1300 70 13 14.



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Customer story

Listen to Dominic Cain speak about how he went from being a young Chef to a Programme Director.



vimeo.com/pmpartners/customer-story

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