



# Basic Role of Procurement Function

## Support organization's mission and strategy

- Monitoring supply markets and trends
- Identifying the critical materials and services required to support company strategies
- Developing supply options and contingency plans that support company plans
- Supporting the organization's need for a diverse and globally competitive supply base

## Develop Strong Relationships Internally and Externally

- Identify key stakeholder and build mutual trust
- Collaborate with internal customers to achieve optimum understanding of requirement
- Enrich supply base
- Increase awareness of procurement role and process

## Manage the Procurement Process and supply Efficiently & Effectively

- Identify saving opportunities
- Manage internal operations
- Achieve KPIs & objectives
- Manage contract life cycle

## Support Operational Requirements

- Understand business requirements
- Buy products and services
- Price negotiation and ensure delivery on time
- Documentation archive