



PCM Consulting

Capability Statement

Your full procurement solution for:

Training and Capability Development
Procurement Consultancy
Policy/Governance
Contract Management
Contractor and Supplier Services

Who is PCM Consulting?

PCM Consulting is a specialist in the delivery of procurement and contract management services and provision of procurement capability training, to both the public (local and state government) and private sectors.

Core skill areas:

PCM Consulting is able to deliver quality procurement and contract management solutions, utilising a range of professional skills, including;

- Strategic sourcing
- Contract management
- Probity review and support
- Procurement governance framework and policy review
- Training and capability development – procurement, contract management, probity and related category services
- Bid and Tender response development



Keith Barber - Principal Consultant

With almost 30 years' experience in the procurement industry Keith has extensive skills in strategic sourcing, managing complex contracts and implementation of procurement governance policy frameworks.

Keith's experience includes support to both private and public sector clients, and to both purchasers and suppliers.

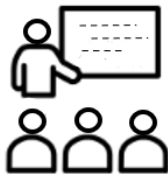
An accredited trainer and assessor, Keith has experience in delivering procurement and contract management training, as well as tender/bid response training.

Why Choose PCM Consulting?

- * Experienced procurement (private and public sector) resources
- * Affordable and realistic procurement solution
- * Adaptable to deliver simple and complex procurement services
- * Appreciation of the needs of both the purchaser and the supplier
- * Agile to support small and medium size clients/needs
- * Nationally qualified trainer and assessor
- * Passionate about procurement capability development

Based on our skills and experience, PCM Consulting is able to deliver end to end procurement services or a tailored solution to meet your specific needs.

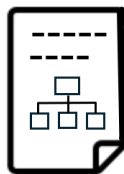
Services we offer:



Training



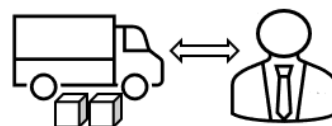
Procurement



Policy/Governance



Contract Management



Supplier Services

PCM Consulting provides a full range of training including basic procurement, tendering, strategic sourcing as well as contract management whether simple or complex contracts.

Procurement

- * Basic procurement/purchasing (RFQ)
- * Legislation, probity, and procurement governance framework

Tendering

- * Acquisition planning
- * RFT, RFP, EOI development
- * Evaluation techniques (qualitative and price)
- * Negotiation, award, and debriefing
- * Managing complex tender process

Contract management

- * Manage simple contracts (low value / low risk)
- * Writing a Contract Management Plan
- * Managing complex contracts
- * Auditing and performance management
- * Contract administration including variations, extensions, disputes etc.

Customised training

- * Procurement and contract management training designed to suit your organisations needs
- * Aligned to your sector's legislation and organisation's policy, procedures, and delegations

Skills gap analysis

- * Review your organisation's current procurement and contract management skill levels, and recommend development opportunities

Training delivered by a **Nationally Accredited Trainer and Assessor**.

Providing capability development will support management of risk, compliance, and achieving value for money in your procurement activities.

Provision of procurement services to support delivery of your procurement needs, at times when resources are required, to respond to skill shortages, or specific expertise is required.

Services offered:

Procurement

- * Delivering your procurement needs, whether simple or complex
- * Full procurement lifecycle support - acquisition planning to award
- * Tendering for direct and indirect goods, works, or services
- * Delivery of short term or periodic needs

Strategic sourcing

- * Developing supply strategies – panel contracts, regional supply arrangements
- * Analysing creditor spends and developing procurement forward plans

Providing you procurement expertise to support the delivery of your service and supply needs.



Providing policy and procurement governance framework review to develop and modernise documentation and procedures to meet current and future demands.

Services provided:

Policy and procedure development

- * Develop procurement, contract management, probity related policies and procedures
- * Provide implementation support / training

Procurement framework

- * Review and updating of your Procurement Policy, procedures, delegation, guidelines, and templates
- * Ensuring your procurement framework aligns to legislation and sector benchmark

Probity support

- * Independent Probity advisory support
- * Probity review and audit of documentation and process

Sustainable Procurement

- * Supporting implementation of sustainability throughout your procurement practices, including training of staff on how to incorporate sustainability, emphasising that sustainability is more than just “environmental”
- * Assist in alignment of your procurement framework to sustainable standards e.g. ISO 20400
- * Development of Sustainable Procurement Policy and procedures

Delivering opportunity to build a robust procurement and contract management governance framework from policy to operational delivery, ensuring compliance and risk management.

Providing a range of contract management services and support to help manage your contractor and supplier risk and outcomes.

Services provided:

Contract management training

- * Capability development to ensure your staff possess the skills to manage contracts and supply arrangements (simple or complex)
- * How to audit and manage performance

Policy/Framework

- * Develop a Contract Management Policy, procedures, and templates
- * Contract Management Plan development

Contract management support

- * Deliver project specific contract management services
- * Assist to implementing supplier relationship management
- * Provide independent contract performance review and auditing

Ensuring your contractors and suppliers provide services that comply with your deliverables and contractual arrangements, whilst effectively managing risk.



Providing the supply sector the skills and resources to understand the complexity of industry compliance in order to effectively respond to government and non-government quotes and tenders.

Services provided:

Bid writing

- * Develop bid and tender response documentation including corporate policies, capability statements and compliance evidence.
- * Implement procedures to give your business the best chance to win contracts

Bid response strategies

- * Develop bid response strategies and market opportunities analysis (bid or not to bid), to ensure a targeted approach and effective use of resources

Capability development - How to Tender

- * Deliver training that will upskill your organisation to understand, develop and submit a response that meets the requirements of a quotation / tender bid request
- * Provide suppliers with knowledge and an understanding of government bid / tender rules, probity, and response documentation

Bid documentation and framework review

- * Review your current bid library and response process
- * Develop bid response documentation including compliance evidence such as WH&S, environmental, sustainability, social initiatives, and ethical sourcing.

To build suppliers capabilities to be in a stronger position to win government and non-government bids.

Aligned Business Partners

PCM Consulting partners with a number of companies to provide a higher level of technical skills and expertise in the areas of sustainability, WHS, project management, facilities management, and engineering, if required.



Leading SA based work health and safety consultant providing WHS auditing, training, and safety solutions.



Sustainability that works to deliver sustainable outcomes for people, planet, and prosperity.



Leading project management consultancy specialising in public infrastructure projects



Specialists in facilities management and engineering solutions from systems, advice and delivery.

Get in Touch

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