

FSD AFRICA SUPPLIER CONFERENCE

Date: **September 13th, 2023**
 Time: **8am – 1.00pm (EAT)**
 Facilitator: **Samson Koross**
 Venue: **Sarova Panafric**

AGENDA

TIME	ITEM	FACILITATOR
08:00-09:00	Registration and early morning tea	Connie & Carolyne / Samson
09:00 - 9:20	Welcome and introduction about FSD Africa – FSDAi, FSDE, FSD Network, Partners & Stakeholders and Strategic plan of FSD Africa	Matthew Rudd
09:20 – 09:50	FSD Africa Procurement overview Categories of procurement: a) Framework agreements b) Consultancy contracting c) Regular procurement – small value engagements	Samson Koross
9:50 – 10:20	Presentation of the procurement process and compliance requirements – Evaluation/DD/KYC/Daily rates	Connie Mwololo
10:20 – 10:50	TEA BREAK	
10:50 – 11:30	Digitization of FSD Procurement a) Introduction to ERP b) Ushauri database c) Vendor portal d) Considerations towards sustainable procurement	Motari Carolyne / Connie Mwololo
11:30 - 12:00	Vendor Management a) Vendor identification & payment b) Vendor rating/appraisal	Motari Carolyne /Eve Matibe
12:00-12:30	Who are ideal vendors? from FSD Africa & Expectations of vendors	Warucu Itotia
12:30-1:00	Q&A session	Panel
1:00-1:15	Adjournment/Vote of thanks Lunch served at this time	Matthew Rudd