

UGANDA MARTYRS UNIVERSITY
BACHELOR OF BUSINESS ADMINISTRATION AND MANAGEMENT
YEAR 11 SEMESTER 11 EXAMINATION 2010/2011
PROCUREMENT MANAGEMENT PRINCIPLES

Date 11th May 2011

Instructions

1. Do not write anything on the question paper.
2. Time allowed: 3hrs
3. Answer any four (4) questions.
4. Carefully read through the questions before attempting

Question 1

Explain any five (5) procurement methods that could be used in an organization and state under which conditions an organization could use direct procurement. **(25 marks)**

Question 2

- a) Konko ltd is a company that has been dealing in provision of house hold cleaning items and cleaning services. Basing on the activities of the company, prepare a procurement plan for the said services and goods. **(12 marks)**
- b) What are some of the qualities that can be adduced to a good procurement plan? **(5 marks)**
- c) Discuss some of the challenges that are encountered in procurement planning. **(8 marks)**

Question 3

The core of any procurement contract lies in how best, the agreement between service providers and client is managed and monitored.

- a) What do you understand by the terms 'contract' and 'contract management'? **(5 marks)**
- b) Using examples, discuss the levels of contract administration. **(8 marks)**
- c) As a contract administrator, what aspects shall you consider to ensure active contract monitoring during post contract award? **(12 marks)**

Question 4

One of the most critical phases of public procurement process is bid/tender evaluation.

- a) As a procurement professional trainee, discuss the major principles of bid evaluation stage in the public procurement process. (12 marks)
- b) If you are requested to generate a request for proposal (RFP), what would you include as major sections of RFP document and what would be significance of such sections. (13 marks)

Question 5

Write short notes on any five (5) of the following: @ 5 marks

- a) Tender debriefing and conflict of interest in the public procurement process
- b) Unsolicited and solicited proposals
- c) Procurement department and procurement function
- d) Responsibilities of a contract supervisor
- e) Merit point system
- f) Bid documentation and bid evaluation
- g) Registration of interest (ROI) and request for proposal (RFP)

Question 6

- a) Explicate the term 'fraud' as used in procurement. (5 marks)
- b) Using relevant examples, explain the common 'red flags' that underline fraud in the public procurement sector in Uganda. (10 marks)
- c) Fraud cannot be entirely eliminated but can be greatly reduced. Suggest measures that can be applied in order to control fraud within organizations. (10 marks)

Question 7

Vendor rating involves examination and comparison of bids to get the best evaluated bidder to be recommended for award of a contract. State the three (3) phases of bid evaluation and give a detailed account of what is done under each phase. (25 marks)

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