

DEPARTMENT OF MANAGEMENT STUDIES EDUCATION

END-OF- SECOND SEMESTER EXAMINATION – AUGUST 2021

PROGRAMME	BBA HUMAN RESOURCE MANAGEMENT/BSC MARKETING & ENTREPRENEURSHIP MANAGEMENT (LEVEL 100)
COURSE TITLE	INTRODUCTION TO PROCUREMENT MANAGEMENT
COURSE CODE	BBA 126
EXAMINER	UMAR FAHAROUK IBN IS-HAQ
DURATION	TWO (2) HOURS
INSTRUCTIONS	ATTEMPT ALL QUESTIONS

1. Mention the two (2) components/constituents of value for money in public procurement.

[2 marks]

2. The newly amended Public Procurement Act 2016, Act 914 has introduced some important innovations that meets international best procurement practice.

List two (2) of such innovations.

[2 marks]

3. What is the alternative name for environmental procurement?

[2 marks]

4. What do you understand by the expression 'ensuring that public procurement is carried out in a socially sustainable manner?'

[3 marks]

5. The chief executive officer of the Public Procurement Authority is not a member of the governing council of the Board of the Authority.      **True/False**

[1 mark]

6. In the absence of the chairperson and vice-chairperson who chairs/presides over the meetings of the governing council (Board) of the Public Procurement Authority?

[2 marks]

7. Public procurement involves the acquisition of goods, ..... and ..... [2 marks]

8. In a tabular form, provide two (2) distinctions between public and private procurement.

[4 marks]

9. List three (3) of the steps/stages involved in the public procurement process. [3 marks]

10. Distinguish between the stakeholders and beneficiaries in public procurement. [4 marks]

11. Public procurement practitioners are required to act ethically at all times and in the course of performing their professional duties.

Mention two (2) unethical conduct likely to be experienced by public procurement professionals.

[4 marks]

12. Mention two (2) of the main purpose of contract administration. [4 marks]

13. Mention the two (2) departments/outfits that are responsible for the management of contracts in public procurement. [4 marks]

14. Mention one (1) of the roles of the contract administrator as required by the Public Procurement (Amendment) Act 2016, Act 914. [2 marks]

15. List three (3) types of contractual risks in contract management. [3 marks]

16. Who approves the recommendations of the Board of Survey before the assets can be disposed of during the process of disposal of assets? [2 marks]

17. The Public Procurement (Amendment) Act 2016, Act 914 stipulates specific procedures for the disposal of obsolete, surplus and unserviceable items.

Identify two (2) distinctions between:

(a) sale by public tender to the highest tenderer, subject to reserve price,

(b) sale by public auction, subject to a reserve price

[4 marks]

18. List the *two* (2) components of sustainable procurement. [2 marks]

**Ans:** Economic, Social and Environmental factors

19. Provide the levels of approval authority of Ministries, Departments and Agencies (MDAs).

Present your answer in a flow chart format.

[3 marks]

20. Mention *two* (2) functions of the head of a procurement entity as stipulated in the amended Public Procurement Act 2016, Act 914. [3 marks]

21. Enumerate *two* (2) information required to be announced during tender opening session.

[2 marks]

22. Is it possible for a supplier or contractor who has submitted a tender but is not present or represented at the opening of the tenders request for information on the tender opening proceedings? Yes/No [1 mark]

23. A co-opted person invited into an Entity Tender Committee to act as a technical adviser may be permitted to vote on a matter for decision before the committee. Yes/No [1 mark]

24. The procurement cycle involves several activities. List **two (2)** of such activities. [3 marks]

25. State **two (2)** requirements needed in the preparation of a procurement plan. [3 marks]

26. Who approves the master/consolidated procurement plan of a public entity? [2 marks]

27. Mention **two (2)** of the possible general qualification criteria for selecting a tenderer for an award of contract. [3 marks]

28. A special audit revealed that a tenderer has been engaged in corrupt or fraudulent practices during the course of the procurement process.

List **two (2)** circumstances under which a supplier engaged in public procurement may be suspended. [3 marks]

29. Briefly explain what pre-qualification proceedings in public procurement is. [3 marks]

30. Members of a Tender Evaluation panel cannot approve a procurement contract?

True/False (I Mark)