



TECHNICAL UNIVERSITY OF MOMBASA
Faculty of Business and Social Studies

DEPARTMENT OF BUSINESS STUDIES

UNIVERSITY EXAMINATIONS FOR DEGREE IN
BACHELOR OF BUSINESS ADMINISTRATION

BPC 4307: PRINCIPLES OF PROCUREMENT

SPECIAL/SUPPLEMENTARY EXAMINATIONS

SERIES: FEBRUARY 2015

TIME: 2 HOURS

INSTRUCTIONS:

- Answer Question **ONE (Compulsory)** and any other **TWO** questions.
- Do not write on the question paper

This paper consists of Two printed pages

QUESTION 1 (Compulsory)

- a) Highlight the **FIVE activities/operations** that the Procurement Staff should know and do in the course of **expediting/chasing/following** up pending purchase orders with selected suppliers before the date of delivery comes. **(10 marks)**
- b) Choose and explain any **FIVE essentials/conditions** for effective, efficient and successful **sourcing abroad**. **(10 marks)**
- c) State and explain very briefly any **FIVE** sources of information for reaching/contacting potential suppliers in the Local/Home market. **(10 marks)**

QUESTION 2

- a) Briefly, describe the **FOUR types of purchases** that on-going organization make for their own smooth, efficient and effective operations. **(8 marks)**
- b) Outline the **SIX areas of importance** of the Procurement Department/functions for the smooth and successful running of the affairs of the whole organization. **(12 marks)**

QUESTION 3

- a) Highlight the **FIVE advantages of sampling/acceptance Inspection**. **(10 marks)**
- b) Briefly, explain the **FIVE disadvantages of tendering process/procedure** as a method of bringing into contact both potential **suppliers** and **customers**. **(10 marks)**

QUESTION 4

- a) Select and explain briefly any **FIVE essentials/qualities of sound procurement policies**. **(10 marks)**
- b) Highlight any **FIVE duties/responsibilities of Procurement Officers**. **(10 marks)**

QUESTION 5

- a) Briefly, describe the **FIVE activities/operations** that fall within the interdepartmental/functional relationships between **Procurement** and **Marketing** Departments. **(10 marks)**
- b) State and explain briefly the **FIVE advantages of centralized Inspection** that should be known and taken advantages of. **(10 marks)**