



TECHNICAL UNIVERSITY OF MOMBASA

SCHOOL of Applied and Health Sciences

Department of Pure & Applied Sciences

UNIVERSITY EXAMINATION FOR

DIPLOMA IN ANALYTICAL CHEMISTRY

DIPLOMA IN SCIENCE LABORATORY TECHNOLOGY

Ach 2206 laboratory management (DAC 23S/ dslt 23s)

END OF SEMESTER EXAMINATION(Supplementary)

SERIES:DEC 2024

TIME:2HOURS

DATE : / / 2024

Instructions to Candidates

You should have the following for this examination

Answer Booklet, examination pass and student ID

This paper consists of **five** questions. Attempt question ONE (Compulsory) and any other TWO questions.

Do not write on the question paper.

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| a) (i) List most common sources of information regarding suppliers | 2 mark |
| (ii) Identify potential supply options for any new requirement of an organization | 2 marks |
| b) (i) Name THREE types of catalogue | 3 marks |
| (ii) Explain the meaning of tender amount | 1 mark |
| c) (i) Differentiate between quotation and estimate | 2 marks |
| (ii) Explain the meaning of centralized purchasing | 2 marks |
| d) (i) State THREE uses of a proforma invoice | 3 marks |
| (ii) Explain the term packing slip | 1 mark |
| e) (i) Name THREE types of inventory records | 3 marks |
| (ii) Define the term delivery note | 1 mark |
| f) (i) State the meaning of tender amount | 2 marks |

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| (ii) Define a catalogue | 1 marks |
| g) (i) State THREE functions of laboratory inventory | 3 marks |
| (ii) Define the term purchasing order | 2 marks |
| h) Describe the meaning of a contract | 2 marks |

Question TWO

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| a) Explain the SEVEN steps of sourcing strategy | 7 marks |
| b) State various advantages of centralized procurement | 5 marks |
| c) Discuss preventive maintenance of laboratory equipment | 3 marks |

Question THREE

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| a) Discuss negotiated tendering process | 6 marks |
| b) Discuss the objectives of good storekeeping | 5 marks |
| c) State conditions that determine the refusal of delivery | 4 marks |

Question FOUR

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| a) Explain factors that influence purchase decisions | 6 marks |
| b) Describe the functions of a store | 6 marks |
| c) Discuss disadvantages of centralized procurement | 3 marks |

Question FIVE

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| a) Describe functions of the store | 6 marks |
| b) Describe various types of preventive maintenance | 5 marks |
| c) Discuss the information to be included in a credit memo | 4 marks |