

BPM213 Procurement Management

Level: 2

Credit Units: 5 Credit Units

Language: ENGLISH

Presentation Pattern: EVERY JAN

Synopsis:

BPM213 Procurement Management provides students an understanding of the procurement process for construction projects. It covers tendering procedures and the preparation of tender documents. Topics include traditional procurement methods, design & build, management contracting, comprehensive contracts, two-stage tendering, etc, evaluation and award. Writing of simple specifications and descriptions for works and services will also be covered.

Topics:

- Development of Procurement Plan and Strategies
- Procurement Management for Developers
- Contractual Arrangements
- Tendering Procedures
- Classification and Registration of Contractors, Suppliers and Consultants
- Prequalification of Contractor
- Tender Evaluation & Award
- Tendering Documentation
- Specification and Description Writing
- Procurement Management for Contractors (e.g. sub-contractors and suppliers)
- Trends and Development in Contractual Arrangements and Procurement
- Moving Forward in Procurement

Textbooks:

BPM213 Study Guide

ISBN-13: SG-1822

Procurement Principles and Management in the Digital Age 12th Peter Baily, David Farmer, Barry Crocker, David Jessop Pearson

ISBN-13: 9781292397511

Learning Outcome:

- Describe the procurement process and tendering procedures
- Identify the advantages and disadvantages of different procurement methods
- Discuss the trends and development in contractual arrangements and procurement
- Demonstrate ability to translate simple specifications and descriptions for works and services
- Prepare tender documents and manage the procurement process for projects using working knowledge of finance, budgeting and resource allocation
- Examine procurement assessment criteria and compare tenders

Assessment Strategies - Regular Semester (Evening Class):

Components	Description	Weightage Allocation (%)
Overall Continuous Assessment	PRE-CLASS QUIZ 1	2
	PRE-CLASS QUIZ 2	2
	PRE-CLASS QUIZ 3	2
	TUTOR-MARKED ASSIGNMENT 1	10
	TUTOR-MARKED ASSIGNMENT 2	14
Overall Examinable Components	Written Exam	70
Total		100

*The information listed is subject to review and change.