

Liverpool John Moores University

Title: PROCUREMENT AND CONTRACTS
Status: Definitive
Code: **4506ICBTBS** (126983)
Version Start Date: 01-08-2021

Owning School/Faculty: Civil Engineering and Built Environment
Teaching School/Faculty: ICBT, Colombo

Team	Leader
Alison Cotgrave	Y

Academic Level: FHEQ4 **Credit Value:** 15 **Total Delivered Hours:** 62
Total Learning Hours: 150 **Private Study:** 88

Delivery Options

Course typically offered: Semester 2

Component	Contact Hours
Lecture	45
Tutorial	15

Grading Basis: 40 %

Assessment Details

Category	Short Description	Description	Weighting (%)	Exam Duration
Report	AS1	Analytical Report (1500 words)	30	
Exam	AS2	Written Examination (Closed Book)	70	2

Aims

The module aims to provide a comprehensive understanding of contract management, administration and the influence of procuring suppliers and specialists to optimise contract performance

Learning Outcomes

After completing the module the student should be able to:

- 1 Appraise the management and administration of contracts and their performance
- 2 Review and apply effective suppliers and specialists procurement strategy to achieve organisation objectives
- 3 Evaluate and appraise tendering and bid processes for selecting suppliers and specialists
- 4 Apply knowledge to the management of the close-down of supplier relationships and Evaluate, develop and review contractual relationships

Learning Outcomes of Assessments

The assessment item list is assessed via the learning outcomes listed:

Analytical Report	1	2	3	4
Written Examination	1	2	3	4

Outline Syllabus

The role and involvement of specialists, suppliers and service providers
The advantages and disadvantages of specialist involvement
Tendering, bid and procurement processes and stages
Preparing appointment briefs and agreeing reporting arrangements and deliverables
Techniques used to manage and monitor supplier performance

The development of appropriate contracts or service specifications and methods
Objective setting, contract reviews and remedial plans. Outsourcing and resourcing
Partnerships and collaborations
Special purpose methods and consortiums

Terminating agreements and contracts
Risk, skill transference, intellectual property and contractual matters including arbitration processes, approaches to litigation and contract termination and ceasing commercial relationships
The various types and models of communication used in managing relationships with suppliers and specialists.
Establishing and measuring standards of supplier performance and best value
Related regulations, codes and standards

Learning Activities

Students will be supported in their learning, to achieve the above learning outcomes, in the following ways:

By a series of lectures and theoretical approach
A recommended resource list - indicating key reading, virtual and physical learning assistance, is provided to help enable students to undertake self-directed study.

Notes

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