

Liverpool John Moores University

Title: PROCUREMENT AND CONTRACTS

Status: Definitive

Code: **5543BEKL** (125460)

Version Start Date: 01-08-2020

Owning School/Faculty: Civil Engineering and Built Environment

Teaching School/Faculty: Imperia College

Team	Leader
John Gammon	Y

Academic Level: FHEQ5 **Credit Value:** 20 **Total Delivered Hours:** 52

Total Learning Hours: 200 **Private Study:** 148

Delivery Options

Course typically offered: Runs Twice - S1 & S2

Component	Contact Hours
Lecture	20
Workshop	30

Grading Basis: 40 %

Assessment Details

Category	Short Description	Description	Weighting (%)	Exam Duration
Report	AS1	Scenario-based Report	50	
Exam	AS2	Examination	50	2

Aims

To provide an 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
- 5 Evaluate, develop and review contractual relationships

Learning Outcomes of Assessments

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

REPORT	1	2	3	4	5
EXAMINATION	1	2	3	4	5

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
Developing and selecting appropriate contracts
Deciding selection criteria
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

Learning Activities

Lectures are used in order to identify and explain key concepts and theories and provide detailed information on particular subject areas within the module. They help to stimulate the student's interest in the subject area. Lectures may also include guest industry speakers to add industry context to the material.

Workshops are used to engage students in more intensive discussion and activity on

particular subject areas within the module. This helps shape the student's own understanding and place the lecture material in context.

Notes

This module helps students appreciate the complexities of managing and administering contracts within the property and construction industry. It focuses on the administration and management of contracts, as well as exploring the different procurement strategies organisations may have.