Procurement and Contracts

Module Descriptor

Module Code:	CON4PRO
Version:	1.00
Status:	Final
Date:	28/02/2024

Summary Module Details

Module Title: Procurement and Contracts

Module Leader: Priti Lodhia

Module Mode: Supported online learning

Semester: Autumn (UK)

Level: 4

Credits: 20

Learning Hours: 200

Contact & Study Hours

Directed Study Time: 90 hrs (45%)

Self-directed Study Time: 50 hrs (25%)

Assessment Study Time: 60 hrs (30%)

Assessment Type

Coursework: 0%

Computer Based Assessment: 100%

Portfolio: 0%

Presentation: 0%

Project: 0%

Practical: 0%

Self-directed Research: 0%

Module Summary

This module provides an introduction to different types of procurement processes and negotiation requirements used on construction projects. The module seeks to give an understanding of the factors that influence choice of both procurement methods and forms of contracts.

Taken on which Programmes

Certificate of Higher Education (CertHE) Construction and Built Environment (C)

Core (C) or Elective (E)

Module Aims

This module aims to:

- Provide an introduction of the principles of procurement and the facts that influence procurement choice.

- Develop an understanding of the procurement processes.

- Develop an awareness of effective negotiation processes.

- Provide an introduction to different forms of contract and their appropriate use.

Module Learning Outcomes

LO1.   Identify the factors that influence main and subcontract procurement choice.

LO2.   Describe main and supply chain processes.

LO3.   Describe strategies for negotiation in the context of main procurement and subcontract procurement routes.

LO4.   Identify the different forms of contract and their appropriate use.

Indicative Module Content

Module topics

- **Procurement**

  An appreciation of the operation and application of each of the main procurement options used for main and subcontractor selection. Understand the considerations critical to addressing client requirements that inform the adoption of the most appropriate strategy for procurement.

- **Negotiation**

  The appropriate use of negotiation for main and specialist contractors for a construction project and the principles that support effective negotiation.

- **Contracts**

  Main standard forms of construction contract (eg NEC, JCT, FIDIC) and their appropriate use.

This content will be reviewed and updated regularly to reflect the legal, ethical and financial changes in professional standards and practice.

Overview of Summative Assessment

Module learning outcomes	Assessment	Word count or equivalent	Weighting
LO1, LO2	**Assessment 1** Computer Based Assessment (CBA)	1,500 word equivalent	50%
LO3, LO4	**Assessment 2** Computer Based Assessment (CBA)	1,500 word equivalent	50%

Module Pass Mark (as a weighted average of all assessments): 40%

Key Module Learning Resources

Core Sources and Texts

The core reading resources within each module will be provided via the specific Virtual Learning Environment (VLE) module pages and within the e-Library. Additional reference material and supplementary resources to support your studies are available through the UCEM e-Library.

Module tools

Students will have access to study materials, dedicated academic support, student forums, and learning activities via an online learning platform (VLE).

The module page on the VLE is broken down into structured study weeks to help students plan their time, with each week containing a mixture of reading, case studies, videos/recordings and interactive activities to go through. Online webinars/seminars led by the Module Leader can be attended in real time and provide opportunities to consolidate knowledge, ask questions, discuss topics and work through learning activities together. These sessions are recorded to support students who cannot attend and to enable students to recap the session and work through it at their own pace. Module forums on the VLE provide further opportunities to discuss topics with other students, complete collaborative work and get extra help from the module team.

Professional online resources

The e-Library provides access to trusted, quality online resources, selected by subject specialists, to support students' study. This includes journals, industry publications, magazines, academic books and a dissertation/work-based library. For a list of the key industry specific and education resources available please visit the VLE e-Library.

Other relevant resources

Access is also provided to further information sources that include the British Library and Open University UK catalogues, as well as providing a monthly current awareness service entitled, *Knowledge Foundations* - a compendium of news, research and resources relating to the educational sector and the Built Environment.

Procurement and Contracts

The module resource list is available on the module VLE page and is updated regularly to ensure materials are relevant and current.