Procurement and Tendering

Module Descriptor

Module Code: QSP5PRO

Version: 10.00

Status: Final

Date: 28/02/2024

Summary Module Details

Module details

Module Title: Procurement and Tendering

Module Leader: Chris Pittman

Module Mode: Supported online learning

Semester: Spring (UK)

Level: 5

Credits: 20

Learning Hours: 200

Contact and Study Hours:

Directed Study Time: 90 hrs (45%)

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

Assessment Study Time: 60 hrs (30%)

Assessment Type:

Coursework: 65%

Computer Based Assessment: 0%

Portfolio: 0%

Presentation: 35%

Project: 0%

Practical: 0%

Self-directed Research: 0%

Module Summary

The module explores the key principles, codes of practice and procedures governing the procurement and tendering of construction projects. The content will develop students understanding of the procurement process, tendering and negotiation with reference to the various procurement routes and tendering methods. Students will be exposed to knowledge fundamental to adopting strategies critical for tendering and negotiation while at the same time seeking approaches that support the demand for sustainable practices. The impact of computer technology on the procurement and tendering processes will support students' understanding of how its use continues to revolutionise the construction industry.

Taken on which Programmes

BSc (Hons) Construction Management (C)

BSc (Hons) Quantity Surveying (C)

Core (C) or Elective (E)

Module Aims

This module aims to:

- Provide students with the knowledge fundamental to meeting the requirements for successful procurement and tendering of construction projects.
- Develop competence for adopting strategies in tendering and negotiation with reference to the main procurement routes.
- Develop understanding of the criteria involved in the process of contractor selection.

Module Learning Outcomes

LO1.   Discuss the principles and codes of practice relevant for successful procurement and tendering of construction projects.

LO2.   Evaluate strategies for tendering and negotiation in the context of the main procurement routes.

LO3.   Analyse how risks in projects can be allocated and managed.

LO4.   Discuss the process required for contractor selection and the criteria that will support successful project delivery.

Indicative Module Content

Module topics

- **Principles of procurement and tendering**

    The process of procurement and tendering of construction work requires the need to understand principles and codes of practice that will enable successful results. The effectiveness of this process is influenced by the choice of procurement route, form of contract and tendering methods.

- **Procurement strategies for tendering and negotiation**

    Understanding the considerations critical to addressing client requirements will inform adopting the most appropriate strategy for procurement and tendering. Sustainable procurement continues to be a client requirement and therefore another aspect for review. Tendering and negotiation processes such as single and two stage tendering are fundamental to successful project procurement.

- **Risk allocation and management during procurement and tendering**

    The process of risk management requires identification of impact, allocation, and management. The risk reporting process and linking to tendering strategies, contract forms should consequently inform practice for effective management.

- **Criteria for main contractor and subcontractor selection**

  The selection of both contractors and the supply chain using criterion such as prequalification is critical for successful project delivery. Tender evaluation, analysis, contractor interviews and tender reporting are key elements necessary for selection of the most suitable contractor.

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, LO3	**Assessment 1** Coursework	2,600	65%
LO4	**Assessment 2** Presentation	1,400 word equivalent	35%

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.

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