1. **Title of the module**

QUSU4006 Procurement and Tendering

1. **School or partner institution which will be responsible for management of the module**

Centre for Higher and Degree Apprenticeships

1. **The level of the module (Level 4, Level 5, Level 6 or Level 7)**

Level 4

1. **The number of credits and the ECTS value which the module represents**

15 credits (7.5 ECTS)

1. **Which term(s) the module is to be taught in (or other teaching pattern**

This module is being taught as part of the BSc (Hons) Quantity Surveying being delivered through a part-time distance learning approach.

1. **Prerequisite and co-requisite modules**

None

1. **The programmes of study to which the module contributes**

BSc (Hons) Quantity Surveying, Certificate in Quantity Surveying.

1. **The intended subject specific learning outcomes.**

On successfully completing the module students will be able to:

1. Understand the procurement process from client and contractor perspectives.
2. Demonstrate an awareness of the various procurement routes and procurement strategies and the risks associated with procurement.
3. Demonstrate a basic understanding of how to structure tendering documentation and associated forms of contract with reference to The Joint Contracts Tribunal (JCT).
4. Demonstrate a good understanding of stakeholders of the project and the key drivers within tender submissions
5. Demonstrate a basic understanding of the appraisal of documents and drawings.
6. Demonstrate an awareness of the construction market place and its impact on tendering decisions.
7. Demonstrate an awareness of Rules of Tendering and the selection and management of specialist contractors.
8. **The intended generic learning outcomes.**On successfully completing the module students will be able to:
9. Use developing interpretative skills and procedural management.
10. Apply their developing skills in evaluation, and analysis of information, to inform judgements.
11. Analyse basic information and then communicate findings.
12. **A synopsis of the curriculum**

This module introduces and explores the principles and process of procurement, including regulatory frameworks and methodologies. It explores the structure and requirements of the procurement and tendering process, and the ways in which bids are prepared, solicited, evaluated, responded to and contractors selected. The module also examines commonly used contractual agreements and the ethical and legislative factors that impact on the procurement and tendering processes.

1. **Reading list (Indicative list, current at time of publication. Reading lists will be published annually)**

Hackett, M. (2016).*The Aqua Group Guide to Procurement, Tendering and Contract Administration.* Wiley-Blackwell

Brook, M.(2016). *Estimating and Tendering for Construction Work*. Routledge

1. **Learning and teaching methods**

The total study time for this module is 150 hours incorporating online e-learning, work-based experience and private study.

Teaching is delivered as a distance learning approach. VLE-delivered e-activities, VLE-delivered work activities serve to reinforce material presented online and also relate directly to the learning objectives. These are specifically based on enabling students to relate their theoretical knowledge to the workplace.

Work-based experience serves to reinforce and provide real-life context to the material being delivered in the module.

Private study encompasses the revising of all material presented in the above various forms of teaching and learning, together with the opportunity to explore and read more widely around specific topics.

1. **Assessment methods**
   1. Main assessment method:

Report 20% - 500 words

Report 80% - 2500 words

* 1. Reassessment method:

Like for like

1. ***Map of module learning outcomes (sections 8 & 9) to learning and teaching methods (section12) and methods of assessment (section 13)***

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Module learning outcome** | *8.1* | *8.2* | *8.3* | *8.4* | *8.5* | *8.6* | *8.7* | *9.1* | *9.2* | *9.3* | *9.4* |
| **Learning/ teaching method** |  |  |  |  |  |  |  |  |  |  |  |
| **Private Study** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** |
| Teaching | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** |  |  |  |
| Work based experience |  |  | **x** |  | **x** |  |  | **x** | **x** |  |  |
| **Assessment method** |  |  |  |  |  |  |  |  |  |  |  |
| *Written Assignments* | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** |

1. **Inclusive module design**

The Centre recognises and has embedded the expectations of current equality legislation, by ensuring that the module is as accessible as possible by design. Additional alternative arrangements for students with Inclusive Learning Plans (ILPs)/declared disabilities will be made on an individual basis, in consultation with the relevant policies and support services.

The inclusive practices in the guidance (see Annex B Appendix A) have been considered in order to support all students in the following areas:

a) Accessible resources and curriculum.

b) Learning, teaching and assessment methods.

1. **Campus(es) or centre(s) where module will be delivered**

Distance

1. **Internationalisation**

Procurement and the tendering process for construction is complex and often operates across international boundaries. The module, therefore, introduces the principles that underpin the procurement and tendering processes in the UK providing a foundation for the consideration of how these vary within international contexts.

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**Revision record – all revisions must be recorded in the grid and full details of the change retained in the appropriate committee records.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Date approved | Major/minor revision | Start date of the delivery of revised version | Section revised | Impacts PLOs (Q6&7 cover sheet) |
| 23 Jan 19 | New | Sept 19 | New |  |
|  |  |  |  |  |