



**KOLEJ YAYASAN PELAJARAN JOHOR
FINAL EXAMINATION**

COURSE NAME : F&B PROCUREMENT AND COSTING
COURSE CODE : DHM 2073
EXAMINATION : APRIL 2018
DURATION : 3 HOURS

INSTRUCTION TO CANDIDATES

1. This examination paper consists of **FOUR (4)** parts :
 - PART A (20 Marks)
 - PART B (20 Marks)
 - PART C (40 Marks)
 - PART D (20 Marks)

2. Candidates are not allowed to bring any material to examination room except with the permission from the invigilator.

3. Please check to make sure that this examination pack consist of:
 - i. Question Paper
 - ii. Objective Answer Paper
 - iii. Answering Booklet

DO NOT TURN THIS PAGE UNTIL YOU ARE TOLD TO DO SO

*This examination paper consists of **14** printed pages including front page*

PART A

This part contains of **TWENTY(20)** questions.

Answer ALL in Objective Answer Paper.

1. Which of following below are activities in procurement process

- i. Selling
- ii. Storage
- iii. Receiving
- iv. Negotiating

A i, ii

B ii, iii

C i, ii, iii

D ii, iii, iv

2. _____ is refer to the total number of one dish or any menu item sold in a given time period.

A Total sales

B Total covers

C Total fixed cost

D Total number sold

3. Who is buyers in purchasing activities

A Selling of product

B Purchaser of product

C Exchange the product

D Promoting the product

4. Identify which one supplier characteristic in purchasing activities
 - A Receiving and storing product
 - B Value analysis and make or buy decisions
 - C Must provide delay and outdated information
 - D Must be professional and have good financial

5. Which are the goals of purchasing system
 - A Right product, price, quality, quantity, time and supplier
 - B Right product, price, receiving, storing, time and supplier
 - C Right product, price, purchaser, buyer, time and supplier
 - D Right product, price, customer, vendor, time and supplier

6. Which of the following below are **TRUE** statement about types of purchasing
 - A Group purchasing is done by housekeeping department
 - B Cooperative department is done by front office manager
 - C Independent purchasing is done by storeman and steward
 - D Centralized purchasing is done by one person or department

7. The basic information required in a sales summary sheet include the following:
 - A Delivery date
 - B Quantity need
 - C Mode of payment
 - D Requisition number

8. How to reduce cost of purchasing
 - A Sale discount
 - B Cash discount
 - C Supply discount
 - D Purchased discount

9. _____ is added in the brewing beer process and the liquid will ferment up to two weeks.
- A Rice
 - B Corn
 - C Yeast
 - D Barley
10. Which of the following below is related to types of wines
- A Ales
 - B Blush
 - C Spirits
 - D Lagers
11. What is an advantage of standardized yield in terms portion of food production control
- A Reduce labour cost
 - B Price of any item will be same
 - C Buy the product in large quantities
 - D Clear, simple and sufficiently specific

12.

$$Z = \frac{\text{Quantity} \times \text{Yield percentages}}{\text{Number of portion}}$$

The 'Z' formula is referring to _____.

- A quantity.
- B portion size.
- C yield percentages.
- D number of portions.

13. The disadvantage using manual method for record food sales is _____.
- A increase productivity.
 - B decrease clerical errors.
 - C exist duplication of work.
 - D generates sales history quickly.
14. _____ is a form on which the names and quantities of all the menu item that are to be prepared for a given date.
- A Void sheet
 - B Event order
 - C Purchased order
 - D Production sheet
15. Which of following below is an example of non-perishable food
- A Flour
 - B Apple
 - C Poultry
 - D Scallops
16. Potential consequences of poorly planned receiving programme included following:
- A Sanitation
 - B Short weight
 - C Schedule time
 - D Space of workstation
17. The following types of procedure can be used to keep storage areas with secured
- A unlimited access
 - B back the bar storage
 - C storeroom key control
 - D unlockable storage area

18. What are two (2) categories off issuing product

- A billing issue and stock issue
- B stock issue and service issue
- C purchase issue and billing issue
- D storeroom issue and direct issue

19. _____ is an analysis of gross profit for each menu item related to price electricity.

- A Menu Mix
- B Yield Percentage
- C Customer Demand
- D Contribution Margin

20. Which of following below are factors affecting the menu pricing

- i. Negotiating
- ii. Skilled level
- iii. Experienced
- iv. Skilled offered

- A i, ii
- B i, iii
- C i, ii, iii
- D ii, iii, iv

[20 MARKS]

PART B

This part contains of **TWENTY(20)** questions.

Answer ALL questions in Answering Booklet.

Contribution margin	Generic	Prime cost	Inventory control	Sale history
Triplicate	Cash discount	Par level	Invoice	Independent purchasing
Non perishable	Product description	Sale forecasting	Storing	Taste of food
Yield percentage	Make or buy decision	Storage capacity	White wine	Supplier

1. Main activities will be involved in procurement process are purchasing, receiving, storage and _____.
2. _____ can be defined as the sum of food cost, beverage cost and labour cost.
3. A seller or vendor and a person who offers product for sale is refer to _____.
4. _____ is an element of technique for selecting products.
5. Unit or department of an organization that has been authorized to handling purchased is called as _____.
6. _____ is prepared by supplier, it contains the same essential information as the purchased order that are show quantities, description of item and price.

7. _____ is a description of all criteria in a product required to fill a certain production and service needed.
8. The kitchen order ticket (KOT) has been divide to two (2) types, which are _____ and duplicate kitchen method.
9. The _____ is a viable alternative only when a buyer has the authority to promise a quick payment and only when enough cash is available.
10. Wines normally consists of three (3) classification, there are red wine, _____ and rose wine.
11. _____ wine is named for a well-known wine producing region, but not produced in that region.
12. Benefit of using standard recipe is will be help in consistency _____.
13. The formula to find _____ is number of portions multiple by portion size and divided by quantity.
14. _____ is a written record of the number of portion of each menu item sold every that time appears on the menu.
15. _____ is a process in which manager use data and to predict what is likely to be occur in future.
16. Food items that have longer life shelf, often store at room storage is referred to _____ food.
17. _____ is holding the products under proper conditions to ensure the quality are preserved.

18. Inventory levels are determined by a variety of factors some of the most important one is _____.

19. Predetermined purchased point sometimes called as _____.

20. _____ is an analysis of the gross profit for each menu item related to price elasticity.

[20 MARKS]

PART C

This part contains of **THIRTEEN (13)** questions. Answer **ALL** questions.

Answer the questions in Answering Booklet.

QUESTION 1

Procurement involved a series of activities and processes that are necessary for an organization to acquire needed products or services from best suppliers at the best price.

a. What are **two (2)** goals of food service operation
(2 marks)

b. State any **two (2)** of steps that involved in procurement.
(2 marks)

QUESTION 2

Describe **three (3)** types of hospitality operation. Give the examples to support your answer.

(6 marks)

QUESTION 3

The procedure for deciding whether to purchase from ownself or purchase from supplier is continuous and reviews of previous make or buy decision should be conducted periodically.

Give **two (2)** basic choices for production of menu items.
(2 marks)

QUESTION 4

The first step in determining the optimum suppliers is to compile a list of all the possible suppliers or at least a reasonable number of potential suppliers.

Identify any **two (2)** techniques to identify supply sources.

(2 marks)

QUESTION 5

State any **two (2)** activities has involved in audit trail.

(2 marks)

QUESTION 6

The purchasing procedures is a sequence of consecutive actions with the goals of securing food, supplies and equipment to meet the needs of the food services operations.

Discuss any **two (2)** procedures of purchasing.

(2 marks)

QUESTION 7

The purchase specification includes all product information but in addition it includes information regarding the supplier services buyers require from suppliers who sell them products.

Describe **two (2)** objectives of purchase specification.

(2 marks)

QUESTION 8

Show **two (2)** benefits of using computerized checking system in food service operation.

(2 marks)

QUESTION 9

Regarding purchasing and cost control, a buyer can use several methods in an attempt to decrease an as purchased (AP) price. A through value analysis of all products and services purchased will reveal the most feasible ones.

Explain **five (5)** importance of food and beverages cost control.

(5 marks)

QUESTION 10

Wines are an alcoholic beverages normally produced by the fermentation of grapes although can use various other fruits such as apples, pears, various berries and also grain (rice) is fermented to pruce comparatively small quantities of wine.

Discuss any **three (3)** terms in colour classification to identify wines.

(3 marks)

QUESTION 11

Forecasting is a principal element in cost control. If sales volume can be predicted accurately, the planned can be made for purchasing appropriate quantities of food to prepare for anticipated sales.

Describe **three (3)** steps of forecasting in food production control of quantities.

(3 marks)

QUESTION 12

Inventory is a record of material assets owned by an organization. Inventory is supported by an actual presence of products in the storage areas. For inventory control to be an effective, access to storage required and inventory levels monitored.

Explain **three (3)** factors of determining inventory levels in record and keeping system

(3 marks)

QUESTION 13

Menu engineering is the study of the profitability and popularity of menu items and how these two factors influence the placement of these items on a menu. The goal is simple to increase profitability per guest.

Discuss **four (4)** different ways to identify menu analysis.

(4 marks)

[40 MARKS]

PART D

This part contains of **TWO (2)** questions. Answer **ALL** questions.

Answer the questions in Answering Booklet.

QUESTION 1

Standard recipe is a list of the ingredients and the quantities of those ingredients needed to produce a particular item, along with a procedure or method to follow. A recipe that has been designated the correct one to use in a given establishment.

Briefly explain **five (5)** advantages when using standard recipe for establishing food production control of portion. Give the examples to support your answer.

(10 marks)

QUESTION 2

The flow of material through a food service operation begins in the receiving and storing areas. The proper storage of food immediately after it has been received and checked is an important factor in the prevention and control of loss and waste. A short distance between receiving and storage will reduce the amount of labour required, reduces pilferage and causes the least amount of decline in food production.

Briefly explain about the **five (5)** type of products of procedure can be used to keep storage area secured. Give the examples to support your answer.

(10 marks)

[20 MARKS]

