



**SCHOOL OF HOSPITALITY AND TOURISM  
KOLEJ YAYASAN PELAJARAN JOHOR**

---

**FINAL EXAMINATION  
SEMESTER JANUARY 2015**

---

<b>COURSE</b>	<b>:</b>	<b>PURCHASING SYSTEM</b>
<b>COURSE CODE</b>	<b>:</b>	<b>HPS 6123</b>
<b>EXAMINATION</b>	<b>:</b>	<b>7 MAY 2015</b>
<b>TIME</b>	<b>:</b>	<b>9.00 AM – 12.00 PM (3 HOURS)</b>

**INSTRUCTION TO CANDIDATES**

1. This examination paper consist of **FOUR (4) PARTS**:
  - PART A (30 Marks)
  - PART B (30 Marks)
  - PART C (10 Marks)
  - PART D (30 Marks)
2. Answer **ALL** questions
3. Candidates are not allowed to bring any material to examination room **EXCEPT** with the permission of invigilator
4. Please make sure that all material is available during this examination session:
  - i. Question paper
  - ii. Answering form
  - iii. Answering paper

---

**THIS QUESTION PAPER CONSISTS OF 12 PRINTED PAGES INCLUDING FRONT  
PAGE**

---



**PART A (Total : 30 Marks)****MULTIPLES CHOICE QUESTION****INSTRUCTION : Answer ALL Questions Given.**

Please use the OMR form provided.

1. Requisitioning, determining required product quality, determining quantity needs and selecting supplier can be referred to \_\_\_\_\_
  - a. Task of failure
  - b. Task of process
  - c. Task of procurement
  - d. Task of treatment
  
2. Purchasing can be defined as:
  - a. Activity concerned with the acquisitions of products
  - b. Activity concerned with obtaining process
  - c. Activity concerned with obtaining procedure into right facility
  - d. Activity concerned with obtaining procurement into facility
  
3. Maintain an adequate supply and maintain quality is one of:
  - a. Objective of procedure
  - b. Objective of process
  - c. Objective of purchasing
  - d. Objective of maintaining
  
4. Inventory can be defined as
  - a. Record of liquidity assets owned by an organization
  - b. Record of capital assets owned by an organization
  - c. Record of material assets owned by an organization
  - d. Record of tangible assets owned by an organization

5. Storage capacity and items perishability is a way of .....
  - a. To measure the inventory levels.
  - b. To level the inventory levels.
  - c. To determining the inventory levels.
  - d. To support the inventory levels.
  
6. What is a kickback?
  - a. A buyer or user-buyer that is always deal and close with supplier.
  - b. A buyer or user-buyer who is easily pay to supplier or salesperson
  - c. A buyer or user-buyer, could easily collude with a supplier or salesperson
  - d. A buyer or butler that could easily steal from supplier or salesperson
  
7. What is invoice scam?
  - a. A problems related to a person who draw money without any permission from authorize person.
  - b. A problem related to a person who simply failed to responsible toward job or task given.
  - c. A problems related to kickback occurs when someone diverts a bill payment to a fictitious company or a fictitious account
  - d. A problems related to a person who wrongly misused the company capital for own purpose.
  
8. All of below is a step to reduce the cost of purchasing **EXCEPT**:
  - a. Lower quality standard
  - b. Improved negotiations
  - c. Bucket order
  - d. Blanket order
  
9. The following types of operations are generally considered part of the commercial segment, **except** \_\_\_\_\_.
  - a. quick service restaurant
  - b. cafeterias
  - c. vending machine company
  - d. shelters

10. Who is **not** involved in the distribution channels?
- Intermediaries
  - Retailers
  - Suppliers
  - Consumers
11. Below are the types of item that will be purchased **EXCEPT**:
- Intangible
  - Perishable
  - Non-perishable
  - Non-food expense item
12. Value can be refers as
- The relationship between quality and price
  - The relationship between product and service
  - The relationship between price and economy
  - The relationship between food and beverage
13. Furniture, fixture and equipment are .....
- Sometimes referred to as "capital item"
  - Sometimes referred to as " profit item"
  - Sometimes referred to as "liquid item"
  - Sometimes referred to as "loss item"
14. Perishable foods is typically food that .....
- Have a comparatively short useful life after they have been received.
  - Have a comparatively long useful life after they have been used.
  - Have a comparatively short useful life after they have been purchased.
  - Have a comparatively long useful life after they have been sold.



15. All of the below are examples of non-perishable items **EXCEPT**:
- Poultry.
  - Pickles.
  - Lettuce
  - Fish
16. Recognition of a need can be defined as .....
- The most obvious place for a need to occur is the production need.
  - The most obvious place for a want to occur is the production item.
  - The most obvious place to identify before buys the item.
  - The most obvious place to identify before sells the item.
17. Description of the needed item can be defined as .....
- The production unit cooks, having recognized a need, initiate a requisition and preferably written.
  - The production unit cooks that cannot be recognized but it can identify the need item.
  - The production unit cooks that can be recognized but cannot be identify and just need verbal communication.
  - The production unit cooks, having recognized a need, initiate a requisition and preferably verbal communication
18. What is procurement?
- Procurement is the managerial function of acquiring material
  - Procurement is the managerial function of acquiring services
  - Procurement is the managerial function of acquiring material and services
  - Procurement is the managerial function of acquiring position and purchasing
19. There are several important activities exist within this system which is \_\_\_\_\_
- Purchasing
  - Procurement
  - Procuring
  - Prosperity

20. All of the activities associated with determining the types of product needed, making purchases, receiving and storing shipment is referring to \_\_\_\_\_
- Procure
  - Process
  - Procure
  - Prospect
21. There are **TWO (2)** types of hospitality operations, which are referring \_\_\_\_\_ and \_\_\_\_\_
- Commercial and profitable
  - Non-commercial and bankruptcy
  - Non-commercial and commercial
  - Commercial and e-commerce
22. Military operations and institutional operations is referring to \_\_\_\_\_
- Nothing
  - Non-commercial
  - E-commerce
  - Commercialization
23. Supplier involve:-
- Responsible to get products and service.
  - Responsible to get products for the user department.
  - Responsible to get product for own used.
  - Responsible to get product and cook for everyone.
24. Receiving department involves:-
- The receiving department places products in the nice and comfort room.
  - The receiving department places products in the store room and forwards the invoice.
  - The receiving department places products in walk-in-chiller.
  - The receiving department places products in walk-in-freezer.

25. There are **TWO (2)** types of method purchasing:
- Informal and formal
  - Informal and format
  - Informal and not-formal
  - Informal and form
26. Informal is also known as
- Open market purchasing
  - Close market purchasing
  - Semi market purchasing
  - Half market purchasing
27. What is formal bid buying?
- Competitive bidding usually culminates in a formal contract between buyer and supplier.
  - Competitive bidding usually culminates in a formality procedure between buyer and supplier.
  - Competitive bidding usually culminates in a form of contract between buyer and supplier
  - Competitive bidding usually culminates in a formula of contract between buyer and supplier.
28. Generally farmers or ranchers produce raw food and sell to processor. This is referring to \_\_\_\_\_
- Processor
  - Procedure
  - Producer
  - Professor



29. It is the third component in the marketing channel, are responsible for transferring products from the processor or manufacturer to the supplier. This is referring to

- 
- a. Wholesalers
  - b. Sellers
  - c. Distributors
  - d. Contractors

30. There are **FOUR (4)** techniques to identify supply sources which:

- a. Previous experience, written information, trade exhibits and telephone directories
- b. Previous product, experience, written information and trade centre
- c. Trade exhibits, telephone directories, written advertisement, and trade centre
- d. Previous experience, written filed, written documentation and telephone directories

**PART B (Total : 30 Marks)****TRUE AND FALSE****INSTRUCTION : Answer ALL Questions Given.****Please use the OMR form provided.**

1. Procurement is the managerial function of acquiring material and services.
2. Several important activities exist in the procurement including purchasing, receiving, storage and inventory control.
3. Purchasing can be defined as an activity concerned with the acquisition of products.
4. There are two principle methods of buying, which are informal and formal.
5. The daily bid often is used for perishable products.
6. Supplier is a person who is charge of the selection and purchasing of products.
7. Buyer is a person who offers product for sale.
8. A good supplier is one with whom operator cannot have a long-term relationship.
9. Techniques that have been adapted from industry, mostly notably value procedure and do-or-sell decision.
10. Quality is not enters into decision process when the ability to produce in the desired among is considered.
11. Maintain an adequate supply is one of objective of purchasing.
12. There are three types of purchasing which are independent, centralized and group or cooperative.
13. Better control is one of the advantages in centralized purchasing.
14. Processors are an organization that takes raw food items and transforms them into packaged products.
15. Specialty wholesalers deal in a particular product category, such as meat, poultry, dairy, paper or detergent.
16. Requisition number, this number is not necessary for identification and control purposes.
17. Delivery date, this date, should not be in the storeroom for use by the cooks.
18. Budget account number, this number is not indicates the account which the purchase cost will be charged.
19. Quantity needed, should be not be expressed in a unit.
20. Description of the item, are not the most important pieces of information on the requisition form.
21. Product specification sometimes referred to as product identification.

22. The function of purchase specification is to control the quality standards and to control cost standards.
23. The owner manager or top management is one of the person involve in deciding the purchase specification.
24. One of the objective purchase specifications is to establish buying standard for particular goods.
25. Specification writing requires a team approach and generally includes the foodservice manager and chef.
26. Procurement process including several important activities which is purchasing, receiving, storage and inventory control.
27. Non-commercial hospitality operations including military and institutional operations.
28. Hotel and motel are example of commercial hospitality operations.
29. Requisitioning is the process by which staffs members responsible for inventory notify.
30. Receiving product involving the basic practices designed to check quality, quantity and price.

**PART C(Total : 10 Marks)**

**FILL IN THE BLANK**

**INSTRUCTION : Answer ALL Questions Given.**

**Please use the answer booklet provided.**

Bid buying	supplier	buyer	credit terms	service
supplier characteristic	grades	Value analysis in foodservice	previous experience	quality
quality standards	one-stop shopping	Srockless purchasing	value analysis	make-or-buy-decision

1. \_\_\_\_\_ is a person who offers products for sale.
2. \_\_\_\_\_ has charge of the selection and purchasing of products.
3. \_\_\_\_\_ including capability and commitment to perform well.
4. If evidence in the past suggests that the supplier is eligible for future business, this technique is known as \_\_\_\_\_.
5. It is sometimes referred as "sole-source procurement," and "prime-vendor procurement," this is also known as \_\_\_\_\_.
6. Buyers are interested in the \_\_\_\_\_ that are available from various suppliers with whom they might consider conducting business.
7. The procedure for deciding whether to purchase from oneself or purchase from supplier also known as \_\_\_\_\_.
8. \_\_\_\_\_ includes a wide variety of intangible factors that influencing the satisfaction of the buyer.
9. \_\_\_\_\_ enters into decision process when the ability to produce in the desired among is considered.
10. \_\_\_\_\_ is an important element of scientific purchasing and brought about the realization that purchasing is a profit-making activity.

**PART D (Total : 30 Marks)**

**ESSAY**

**INSTRUCTION** : This section consist of **THREE (3) Questions.**  
: Answer **ALL Questions.**

**Please use the answer booklet provided.**

**QUESTION 1**

Draw and illustrate the purchasing cycle: an audit trail

**(10 Marks)**

**QUESTION 2**

Explain **FIVE (5)** the potential consequences of poorly planned receiving program

**(10 Marks)**

**QUESTION 3**

Explain **FIVE (5)** types of item to be purchase and give example each item.

**(10 Marks)**

**END OF QUESTION PAPER**



