

## In Progress

Please note that this Unit Profile is still in progress. The content below is subject to change.



# PPMP20011 Contract and Procurement Management

## Term 3 - 2021

Profile information current as at 05/05/2024 12:50 am

All details in this unit profile for PPMP20011 have been officially approved by CQUniversity and represent a learning partnership between the University and you (our student). The information will not be changed unless absolutely necessary and any change will be clearly indicated by an approved correction included in the profile.

## General Information

### Overview

This Contract and Procurement Management unit will equip you with the knowledge, skills, and techniques required for acquiring external products, results, and services to meet the needs of the company and to achieve the project goals. It also offers you the opportunity to identify, apply, and develop different negotiation strategies as well as assessing and responding to the potential risks encountered during the procurement. You will study contract types, procurement standards, legal and ethical aspects of commercial contracts as well as project tendering and awarding. On successful completion of this unit, you will have the capacity to apply the appropriate practices for managing contracts, conflicts, delays, claim, and disputes.

### Details

Career Level: *Postgraduate*

Unit Level: *Level 9*

Credit Points: 6

Student Contribution Band: 10

Fraction of Full-Time Student Load: 0.125

### Pre-requisites or Co-requisites

Co- requisites: PPMP20007

Important note: Students enrolled in a subsequent unit who failed their pre-requisite unit, should drop the subsequent unit before the census date or within 10 working days of Fail grade notification. Students who do not drop the unit in this timeframe cannot later drop the unit without academic and financial liability. See details in the [Assessment Policy and Procedure \(Higher Education Coursework\)](#).

### Offerings For Term 3 - 2021

No offerings for PPMP20011

### Attendance Requirements

All on-campus students are expected to attend scheduled classes – in some units, these classes are identified as a mandatory (pass/fail) component and attendance is compulsory. International students, on a student visa, must maintain a full time study load and meet both attendance and academic progress requirements in each study period (satisfactory attendance for International students is defined as maintaining at least an 80% attendance record).

### Website

[This unit has a website, within the Moodle system, which is available two weeks before the start of term. It is important that you visit your Moodle site throughout the term. Please visit Moodle for more information.](#)

## Class and Assessment Overview

### Recommended Student Time Commitment

Each 6-credit Postgraduate unit at CQUniversity requires an overall time commitment of an average of 12.5 hours of study per week, making a total of 150 hours for the unit.

### Class Timetable

#### [Regional Campuses](#)

Bundaberg, Cairns, Emerald, Gladstone, Mackay, Rockhampton, Townsville

#### [Metropolitan Campuses](#)

Adelaide, Brisbane, Melbourne, Perth, Sydney

### Assessment Overview

#### 1. **Online Quiz(zes)**

Weighting: 10%

#### 2. **Practical Assessment**

Weighting: 40%

#### 3. **Group Work**

Weighting: 50%

### Assessment Grading

This is a graded unit: your overall grade will be calculated from the marks or grades for each assessment task, based on the relative weightings shown in the table above. You must obtain an overall mark for the unit of at least 50%, or an overall grade of 'pass' in order to pass the unit. If any 'pass/fail' tasks are shown in the table above they must also be completed successfully ('pass' grade). You must also meet any minimum mark requirements specified for a particular assessment task, as detailed in the 'assessment task' section (note that in some instances, the minimum mark for a task may be greater than 50%). Consult the [University's Grades and Results Policy](#) for more details of interim results and final grades.

## CQUniversity Policies

**All University policies are available on the [CQUniversity Policy site](#).**

You may wish to view these policies:

- Grades and Results Policy
- Assessment Policy and Procedure (Higher Education Coursework)
- Review of Grade Procedure
- Student Academic Integrity Policy and Procedure
- Monitoring Academic Progress (MAP) Policy and Procedure – Domestic Students
- Monitoring Academic Progress (MAP) Policy and Procedure – International Students
- Student Refund and Credit Balance Policy and Procedure
- Student Feedback – Compliments and Complaints Policy and Procedure
- Information and Communications Technology Acceptable Use Policy and Procedure

This list is not an exhaustive list of all University policies. The full list of University policies are available on the [CQUniversity Policy site](#).

## Previous Student Feedback

### Feedback, Recommendations and Responses

Every unit is reviewed for enhancement each year. At the most recent review, the following staff and student feedback items were identified and recommendations were made.

#### Feedback from SUTE feedback

##### Feedback

Students appreciated the opportunity to develop in-depth knowledge of the unit.

##### Recommendation

Maintain good teaching practice and offer the students the opportunity to take part in the learning process through group discussions and to share the teaching team own experience with the students.

#### Feedback from SUTE

##### Feedback

The unit content allowed for a clear linkage with real-life projects.

##### Recommendation

Keep offering real-life examples and case studies in the unit content. The assessments are case studies based and this will continue to be the case.

#### Feedback from SUTE

##### Feedback

Written communication for assessment requirements was clear and concise.

##### Recommendation

Ensure the clarity of the assessment and provide enough time for the students to go through the assessment task by releasing the assessment as early as possible.

## Unit Learning Outcomes

### On successful completion of this unit, you will be able to:

1. Demonstrate an integrative understanding of the key theories and concepts underpinning buyer-contractor relationships as well as the concepts of project contracts and procurement standards
2. Analyse different commercial negotiation strategies and demonstrate an ability to creatively negotiate project plans, conflicts, delays, and incentives in commercial projects
3. Employ risk management planning and identification and assess the risk encountered over the procurement process
4. Negotiate and analyse the principles of tendering, pricing and awarding techniques and to utilise the negotiation approaches in commercial contracts
5. Evaluate and develop clear legal, financial and technical components of project contracts
6. Develop a project budget and an expenditure forecast as control mechanisms and link time, cost and resources to the project framework.

The unit contributes to the required number of academic study units for students wishing to undertake profession certification with the Project Management Institute's (PMI) professional qualifications, such as CAPM or PMP.

## Alignment of Learning Outcomes, Assessment and Graduate Attributes



### Alignment of Assessment Tasks to Learning Outcomes

Assessment Tasks	Learning Outcomes					
	1	2	3	4	5	6
1 - Online Quiz(zes) - 10%		•	•	•		
2 - Practical Assessment - 40%	•	•			•	•
3 - Group Work - 50%	•		•	•	•	•

## Alignment of Graduate Attributes to Learning Outcomes

Graduate Attributes	Learning Outcomes					
	1	2	3	4	5	6
1 - Knowledge	○	○	○	○	○	○
2 - Communication				○	○	
3 - Cognitive, technical and creative skills	○	○	○	○		○
4 - Research		○	○		○	○
5 - Self-management				○		○
6 - Ethical and Professional Responsibility				○	○	
7 - Leadership		○		○		
8 - Aboriginal and Torres Strait Islander Cultures						

## Alignment of Assessment Tasks to Graduate Attributes

Assessment Tasks	Graduate Attributes							
	1	2	3	4	5	6	7	8
1 - Online Quiz(zes) - 10%	○		○		○	○		
2 - Practical Assessment - 40%	○	○	○	○				
3 - Group Work - 50%	○		○		○	○	○	

## Textbooks and Resources

### Textbooks

**There are no required textbooks.**

#### Additional Textbook Information

##### Recommended readings

- UN Procurement Practitioners Handbook, 2017
- The Strategic Procurement Practice Guide by U Weigel & M Ruecker, 2017
- A Guide to the Project Management Body of Knowledge (PMBOK® Guide); 6th Edition, 2017
- Project Management: A Systems Approach to Planning, Scheduling, and Controlling by H Kerzner, 2017
- Negotiation for Procurement Professionals by J O'Brien, 2nd Edition, 2016
- Dispute Resolution in Australia: Cases, Commentary and Materials by D Spencer and S Hardy, 2009
- Design and Managing Supply Chain: Concepts, Strategies and Case Studies by Levi et al., 2008
- Building Procurement Methods, CRC Construction Innovation; 2008
- Project Procurement Management by Q W Fleming, 2008
- Sustainable Procurement Guide: Department of the Environment and Energy, Australia, 2018

### IT Resources

**You will need access to the following IT resources:**

## Referencing Style

Information for Referencing Style has not been released yet.

This unit profile has not yet been finalised.

## Teaching Contacts

Information for Teaching Contacts has not been released yet.

This unit profile has not yet been finalised.

## Assessment Tasks

Information for Assessment Tasks has not been released yet.

This unit profile has not yet been finalised.

## Academic Integrity Statement

Information for Academic Integrity Statement has not been released yet.

This unit profile has not yet been finalised.