ENGG8114
Contracts and Procurement
Session 1, In person-scheduled-weekday, North Ryde 2024
School of Engineering

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# General Information

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<tr>
<th>Tutor</th>
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<thead>
<tr>
<th>Tutor</th>
<th>Kylie Dixon</th>
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<td>External</td>
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| Credit points                    | 10            |

## Prerequisites

## Corequisites

## Co-badged status

### Unit description

This unit provides students with learning modules on sourcing and procurement, structuring and commissioning of contracts to procure and deliver on supplies and services. Students will develop a working knowledge of contract administration and build a fundamental understanding of commercial contracts, sourcing and procurement. The unit is designed to cover major discipline areas focusing on the contracts, sourcing, and procurement sector. Additionally, the unit will cover management aspects of maintaining supply relationships that drive mutual benefit. The unit will be delivered with a range of learning activities such as case study analysis, lectures and small group teaching activities focusing industry standard document preparation.
Important Academic Dates

Information about important academic dates including deadlines for withdrawing from units are available at [https://www.mq.edu.au/study/calendar-of-dates](https://www.mq.edu.au/study/calendar-of-dates)

Learning Outcomes

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

ULO1: Evaluate the commercial viability of projects and decide an appropriate procurement strategy for a particular project.

ULO2: Interpret the scope and meaning of contract documents for the delivery of projects.

ULO3: Analyse and assess tenders, articulate fundamental knowledge of contract law, and identify potential risks associated with the project.

ULO4: Conduct cost estimation and tendering processes from a Contractors perspective.

ULO5: Develop strategies to build and maintain sustainable supplier relationships.

General Assessment Information

Case study Assessment Type 1: Case study/analysis Indicative Time on Task 2: 12 hours Due: Weeks 2, 4, 6, 8, and 10 Weighting: 20% Case study on engineering procurement On successful completion you will be able to: • Evaluate the commercial viability of engineering projects and decide an appropriate procurement strategy for a particular project. • Interpret the scope and meaning of contract documents for the delivery of engineering projects. Final Project Assessment Type 1: Project Indicative Time on Task 2: 30 hours Due: Week 13 Weighting: 40% Final project report based on Engineering procurement principles On successful completion you will be able to: • Evaluate the commercial viability of engineering projects and decide an appropriate procurement strategy for a particular project. • Interpret the scope and meaning of contract documents for the delivery of engineering projects. • Analyse and assess tenders, articulate fundamental knowledge of contract law, and identify potential risks associated with the engineering projects.

• Conduct cost estimation and tendering processes from a Contractors perspective Midterm group project Assessment Type 1 : Project Indicative Time on Task 2 : 14 hours Due: Week 7 Weighting: 30% Group project based on procurement case scenario On successful completion you will be able to: • Evaluate the commercial viability of engineering projects and decide an appropriate procurement strategy for a particular project. • Interpret the scope and meaning of contract documents for the delivery of engineering projects. • Analyse and assess tenders, articulate fundamental knowledge of contract law, and identify potential risks associated with the engineering projects. • Conduct cost estimation and tendering processes from a Contractors perspective. Active Engagement Assessment Type 1: Participatory task Indicative Time on Task 2: 6 hours Due: Weeks 1 to 12 Weighting: 10% Participation marks for attending and
contributing in tutorials On successful completion you will be able to: • Evaluate the commercial viability of engineering projects and decide an appropriate procurement strategy for a particular project. • Interpret the scope and meaning of contract documents for the delivery of engineering projects. • Analyse and assess tenders, articulate fundamental knowledge of contract law, and identify potential risks associated with the engineering projects. • Conduct cost estimation and tendering processes from a Contractors perspective.

1 If you need help with your assignment, please contact: • the academic teaching staff in your unit for guidance in understanding or completing this type of assessment • the Learning Skills Unit for academic skills support. 2 Indicative time-on-task is an estimate of the time required for completion of the assessment task and is subject to individual variation.

Assessment Tasks

<table>
<thead>
<tr>
<th>Name</th>
<th>Weighting</th>
<th>Hurdle</th>
<th>Due</th>
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<tbody>
<tr>
<td>Final project</td>
<td>40%</td>
<td>No</td>
<td>Week 13</td>
</tr>
<tr>
<td>Group Project</td>
<td>30%</td>
<td>No</td>
<td>Week 7</td>
</tr>
<tr>
<td>Contribution of Practical knowledge</td>
<td>10%</td>
<td>No</td>
<td>Weeks 1 to 12</td>
</tr>
<tr>
<td>Case study on procurement</td>
<td>20%</td>
<td>No</td>
<td>Weeks 2,4,6,8, and 10</td>
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Final project

Assessment Type 1: Project
Indicative Time on Task 2: 30 hours
Due: Week 13
Weighting: 40%

Final project report based on Engineering procurement principles

On successful completion you will be able to:

• Evaluate the commercial viability of projects and decide an appropriate procurement strategy for a particular project.
• Interpret the scope and meaning of contract documents for the delivery of projects.
• Analyse and assess tenders, articulate fundamental knowledge of contract law, and identify potential risks associated with the project.
• Conduct cost estimation and tendering processes from a Contractors perspective.
• Develop strategies to build and maintain sustainable supplier relationships.
Group Project

Assessment Type: Project
Indicative Time on Task: 12 hours
Due: Week 7
Weighting: 30%

Group project based on procurement case scenario

On successful completion you will be able to:

- Evaluate the commercial viability of projects and decide an appropriate procurement strategy for a particular project.
- Interpret the scope and meaning of contract documents for the delivery of projects.
- Analyse and assess tenders, articulate fundamental knowledge of contract law, and identify potential risks associated with the project.
- Conduct cost estimation and tendering processes from a Contractors perspective.
- Develop strategies to build and maintain sustainable supplier relationships.

Contribution of Practical knowledge

Assessment Type: Practice-based task
Indicative Time on Task: 8 hours
Due: Weeks 1 to 12
Weighting: 10%

Contribution and demonstration of practice-based learning in small group teaching activities

On successful completion you will be able to:

- Evaluate the commercial viability of projects and decide an appropriate procurement strategy for a particular project.
- Interpret the scope and meaning of contract documents for the delivery of projects.
- Analyse and assess tenders, articulate fundamental knowledge of contract law, and identify potential risks associated with the project.
- Conduct cost estimation and tendering processes from a Contractors perspective.
Case study on procurement

Assessment Type 1: Case study/analysis
Indicative Time on Task 2: 12 hours
Due: Weeks 2, 4, 6, 8, and 10
Weighting: 20%

On successful completion you will be able to:

- Evaluate the commercial viability of projects and decide an appropriate procurement strategy for a particular project.
- Interpret the scope and meaning of contract documents for the delivery of projects.
- Analyse and assess tenders, articulate fundamental knowledge of contract law, and identify potential risks associated with the project.

1 If you need help with your assignment, please contact:
   - the academic teaching staff in your unit for guidance in understanding or completing this type of assessment
   - the Writing Centre for academic skills support.

2 Indicative time-on-task is an estimate of the time required for completion of the assessment task and is subject to individual variation

Delivery and Resources


Policies and Procedures

Macquarie University policies and procedures are accessible from Policy Central (https://policies.mq.edu.au). Students should be aware of the following policies in particular with regard to Learning and Teaching:

- Academic Appeals Policy
- Academic Integrity Policy
Students seeking more policy resources can visit Student Policies (https://students.mq.edu.au/support/study/policies). It is your one-stop-shop for the key policies you need to know about throughout your undergraduate student journey.

To find other policies relating to Teaching and Learning, visit Policy Central (https://policies.mq.edu.au) and use the search tool.

**Student Code of Conduct**

Macquarie University students have a responsibility to be familiar with the Student Code of Conduct: https://students.mq.edu.au/admin/other-resources/student-conduct

**Results**

Results published on platform other than eStudent, (eg. iLearn, Coursera etc.) or released directly by your Unit Convenor, are not confirmed as they are subject to final approval by the University. Once approved, final results will be sent to your student email address and will be made available in eStudent. For more information visit ask.mq.edu.au or if you are a Global MBA student contact globalmba.support@mq.edu.au

**Academic Integrity**

At Macquarie, we believe academic integrity – honesty, respect, trust, responsibility, fairness and courage – is at the core of learning, teaching and research. We recognise that meeting the expectations required to complete your assessments can be challenging. So, we offer you a range of resources and services to help you reach your potential, including free online writing and maths support, academic skills development and wellbeing consultations.

**Student Support**

Macquarie University provides a range of support services for students. For details, visit http://students.mq.edu.au/support/

**The Writing Centre**

The Writing Centre provides resources to develop your English language proficiency, academic writing, and communication skills.
• Complete the Academic Integrity Module

The Library provides online and face to face support to help you find and use relevant information resources.

• Subject and Research Guides
• Ask a Librarian

Student Services and Support
Macquarie University offers a range of Student Support Services including:

• IT Support
• Accessibility and disability support with study
• Mental health support
• Safety support to respond to bullying, harassment, sexual harassment and sexual assault
• Social support including information about finances, tenancy and legal issues
• Student Advocacy provides independent advice on MQ policies, procedures, and processes

Student Enquiries
Got a question? Ask us via AskMQ, or contact Service Connect.

IT Help
For help with University computer systems and technology, visit http://www.mq.edu.au/about_us/offices_and_units/information_technology/help/.

When using the University's IT, you must adhere to the Acceptable Use of IT Resources Policy. The policy applies to all who connect to the MQ network including students.

EA Competency
Master of Engineering Management is not EA accredited and therefor not applicable.

Unit information based on version 2024.03 of the Handbook