

The Hong Kong Polytechnic University

Subject Description Form

Subject Code	LGT4114
Subject Title	Supplier Development and Contract Management
Credit Value	3
Level	4
Normal Duration	1-semester
Pre-requisite / Co-requisite/ Exclusion	Nil
Objectives	<ol style="list-style-type: none">1) To ensure that students fully understand how suppliers can be involved in helping themselves and their customers to compete effectively in their supply chains .2) To establish an awareness of the tools and techniques available for organisations to develop the capability of a supply base to meet current and future needs .3) To equip students with the knowledge and understanding of the forms and management of contractual relationships, specific emphasis being placed on ways to realize purchasing objectives through legal contracting, negotiation and management .
Subject Learning Outcomes	<p>Upon completion of the subject, students will be able to:</p> <ol style="list-style-type: none">a. Make use of the tools available to develop a supply base for meeting operation and strategic needs.b. Select the most appropriate suppliers and determine the necessary types of relationships to be developed.c. Assess the performance of suppliers and methods to improve suppliers' performance.d. Develop and review hands-on knowledge and understanding about contract management.e. Apply practical approaches, applications and skills to manage contracts from their inception to the conclusion of the contract.f. Perform supplier data analysis and management

Subject Synopsis/ Indicative Syllabus	<ul style="list-style-type: none">▪ Understanding of sourcing requirements from external suppliers▪ Tools and techniques of supplier development▪ Supplier selection and evaluation▪ Understanding of compliance issues when sourcing from suppliers▪ Qualitative and quantitative data analyses for suppliers▪ Legal aspects of contracting:<ol style="list-style-type: none">1. Formation of Contract: Offer, Acceptance, Consideration, Intent to form legal relations, method of conveying offer and acceptance, form of contracts.2. Contents of a contract: Express terms, Implied terms (terms implied by fact, by law and by custom), parol evidence, mistake.3. End of contract:<ol style="list-style-type: none">i. Expiration of contract.ii. Termination: Breach, refusal to perform, anticipatory breach, repudiation, defective performanceiii. Vitiating: Fraudulent, negligent or innocent misrepresentation; common, unilateral or mutual mistake;iv. Frustration.4. Damages and Remedies: Damages, specific performance, injunction.▪ Overview of the management of contract▪ Pre-contract negotiation▪ Contract management framework and practices▪ Dispute resolution and management▪ Current issues of contract management																																						
Teaching/Learning Methodology	Concepts, theories and key issues based on the literature will be introduced to students through lectures. Case studies will be used to illustrate some application aspects and to stimulate discussions leading to context-specific knowledge in tutorials. Students are required to apply the knowledge to analyse some contemporary issues in the field.																																						
Assessment Methods in Alignment with Intended Learning Outcomes	<table><tr><th rowspan="2">Specific assessment methods/tasks</th><th rowspan="2">% weighting</th><th colspan="6">Intended subject learning outcomes to be assessed (Please tick as appropriate)</th></tr><tr><th>a</th><th>b</th><th>c</th><th>d</th><th>e</th><th>f</th></tr><tr><td>Continuous Assessment</td><td>50%</td><td>✓</td><td>✓</td><td>✓</td><td>✓</td><td>✓</td><td>✓</td></tr><tr><td>Exam</td><td>50%</td><td>✓</td><td>✓</td><td>✓</td><td>✓</td><td>✓</td><td>✓</td></tr><tr><td>Total</td><td>100 %</td><td colspan="6"></td></tr></table> <p>Explanation of the appropriateness of the assessment methods in assessing the intended learning outcomes:</p>	Specific assessment methods/tasks	% weighting	Intended subject learning outcomes to be assessed (Please tick as appropriate)						a	b	c	d	e	f	Continuous Assessment	50%	✓	✓	✓	✓	✓	✓	Exam	50%	✓	✓	✓	✓	✓	✓	Total	100 %						
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Exam	50%	✓	✓	✓	✓	✓	✓																																
Total	100 %																																						

	<p>The achievement of the learning outcomes will be dependent on students' knowledge in conceptual theories and ability to apply supplier development and contract management techniques.</p> <p>Since examination is effective in assessing the knowledge level in conceptual theories and continuous assessment (including assignments and projects) is effective in assessing the ability in applying techniques, both methods will be needed to assess the outcomes of this subject.</p>	
Student Study Effort Expected	Class contact:	
	▪ Lectures	26 Hrs.
	▪ Tutorials	13 Hrs.
	Other student study effort:	
	▪ Private studies and group work	87 Hrs.
	Total student study effort	126 Hrs
Reading List and References	<p>Johnson, P.F. (2020), <u>Purchasing and Supply Management</u>, McGraw-Hill Education.</p> <p>Burt, D., Petcavage, S. and Pinkerton, R. (2010), <u>Supply management</u>, Edition, McGraw-Hill/Irwin.</p> <p>Oliver, D. (2011), <u>How to negotiate effectively</u>, edition, Kogan Page.</p> <p>Saxena, A. (2008), <u>Enterprise contract management. A practical guide to successfully implementing an ECM solution</u>, J. Ross Publishing Inc., Florida.</p> <p>The Chartered Institute of Purchasing and Supply (2002), <u>Project and Contract Management</u>, CIPS</p> <p>Harris, C., Harris, R. and Streeter, C. (2011), <u>Lean Supplier Development</u>, CRC Press.</p> <p>Hines,P. (1994), <u>Creating World Class Suppliers: Unlocking Mutual Competitive Advantage</u>, London, Pitman Publishing.</p>	