



# MACHAKOS UNIVERSITY

University Examinations for 2020/2021 Academic Year

SCHOOL OF BUSINESS AND ECONOMICS

DEPARTMENT OF BUSINESS ADMINISTRATION

SECOND YEAR SECOND TERM EXAMINATION FOR

DIPLOMA IN BUSINESS MANAGEMENT

SUPPLY AND TRANSPORT MANAGEMENT

DATE: 4/6/2021

TIME: 8.30-11.30 AM

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## INSTRUCTIONS:

ANSWER ALL THE QUESTIONS IN SECTION A

ANSWER ONLY TWO QUESTIONS IN SECTION B

### SECTION A

1. Highlight the objectives of supply department. (5 marks)
2. State the functions of purchasing department. (5 marks)
3. State factors to consider in stock control. (5 marks)
4. Highlight the functions of a warehouse. (5 marks)
5. Highlight the importance of preservation of materials in the warehouse. (5 marks)
6. Define the following terms: (5 marks)
  - a) Outsourcing
  - b) Purchasing

### SECTION B (40 MARKS)

- 7 (a) Explain the factors that are considered when evaluating suppliers. (10 marks)  
(b) Highlight the reasons for holding inventory in details. (10 marks)
- 8 (a) State and explain the methods used in the process of inspection of goods. (10 marks)  
(b) Highlight ways of ensuring safety and security of materials in the warehouse. (10 marks)
- 9 (a) State and explain the importance of inspecting the incoming goods from the supplier. (10 marks)  
(b) State and explain the methods of stock control. (10 marks)