

## MM 03

Roll No. :-

Total No. of Printed Pages: 02

Total No. of Questions: 05

Maximum Marks: 60 (Sixty)

Duration (Hrs) : 03 ( Three )

Note: a) Use of calculator is permitted.

b) Make suitable assumptions where-ever necessary.

I. Answer any Three ( 03 )

(12 Marks)

- i) Explain in detail 08 ( eight ) major activities of the Procurement cycle?
- ii) Explain the Operating Lease & Financial Lease in detail ?
- iii) What are the objectives of Material Classification? Explain in detail various methods of classification of materials?
- iv) Explain in detail the steps in Evolution of Indian Standards.?

II. Answer Any Four (04)

( 12 Marks)

- i) Define :
  - a) Negotiation
  - b) Purchasing
  - c) Standardisation
- ii) What are the Principles of good stores Layout?
- iii) Explain Periodic Verification of stocks & Perpetual verification of stocks?
- iv) Write in short about Self certified Suppliers ?
- v) Define:
  - a) Obsolete
  - b) Surplus
  - c) ScrapAnd how do you identify and control the same ?

**III. Write Detailed Note on any four (04)**

**( 16 Marks)**

- i) Letter of Credit
- ii) Material Planning Techniques
- iii) Purchasing Policies, Procedures & Practices
- iv) Standardisation
- v) Stores Location & Stores Layout
- vi) Procedure & documentation for disposal of scrap , surplus & obsolete items.

**IV. Attempt all Questions**

**( 12 Marks)**

- i) Explain FIFO , LIFO & Average Cost method of stock valuation giving suitable illustrations ?
- ii) Write a note on Vendor Evaluation and Vendor Rating ? Explain all methods in detail ?
- iii) Write a short note on computerization in Material Management ?

**V. Attempt all Questions**

**( 08 Marks)**

- i) Explain various types of Organisation structure of Materials Management .Draw indicative diagrams . Also explain the basics of organisation , organization chart and Principles of Organisation.?
- ii) Write in detail the stages in source selection & source Development Process ?

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