



**PAMIBIA UNIVERSITY**  
**OF SCIENCE AND TECHNOLOGY**

**FACULTY OF COMMERCE, HUMAN SCIENCES AND EDUCATION**

**DEPARTMENT OF TECHNICAL, VOCATIONAL EDUCATION AND TRAINING**

<b>QUALIFICATION: DIPLOMA IN TECHNICAL AND VOCATIONAL EDUCATION AND TRAINING: MANAGEMENT</b>	
<b>QUALIFICATION CODE: 06DTVM</b>	<b>LEVEL: 6</b>
<b>COURSE CODE: BMT620S</b>	<b>COURSE NAME: BUDGET AND ASSET MANAGEMENT</b>
<b>SESSION: JAN 2023</b>	<b>PAPER: 2</b>
<b>DURATION: 3 HOURS</b>	<b>MARKS: 100</b>

<b>SECOND OPPORTUNITY EXAMINATION QUESTION PAPER</b>	
<b>EXAMINER(S)</b>	Ms Kristofina Junias
<b>MODERATOR:</b>	Ms Rejoice Quest

<b>INSTRUCTIONS</b>
<ol style="list-style-type: none"><li>1. Answer ALL the questions.</li><li>2. Read all the questions carefully before answering.</li><li>3. Number the answers clearly</li></ol>

**THIS QUESTION PAPER CONSISTS OF 5 PAGES (Including this front page)**

## SECTION A

### Multiple Choice Questions

[6]

**1. Which of the following level of involvement in the budgeting process results in more adherence to budget targets?**

- A. Negotiated budgeting
- B. Imposed budgeting
- C. Continuous budgeting
- D. Participative budgeting

**2.....is a top-down budgeting approach that determines the number of inputs required to support the targets or outputs set by the organisation.**

- A. Zero-based budgeting
- B. Activity-based budgeting
- C. Value proposition budgeting
- D. Performance-based budgeting

**3. Which budgeting approach can be employed in a situation where a company requires to reduce the budget significantly?**

- A. Incremental-based budgeting
- B. Activity-based budgeting
- C. Value proposition budgeting
- D. Zero-based budgeting

**4. Which of the asset lifecycle stage is bulky and the longest?**

- A. Planning
- B. Acquisition
- C. Operation
- D. Disposal

**5. Which of the following is the preferred method of procurement by the Namibian Public Procurement Act 15 of 2015?**

- A. Open National Bidding
- B. Open Restricted Bidding
- C. Open Advertised Bidding
- D. Open International Bidding

**6. Open advertised bidding proceedings may include:**

- A. a pre-qualification stage and post-qualification stage procedures before the selection of the winning bidder;
- B. a post qualification procedures only, before the selection of the winning bidder;
- C. a pre-qualification stage, or post-qualification procedures, before the selection of the winning bidder;
- D. pre-qualification stage procedures only, before the selection of the winning bidder;

**Matching Type Questions****[5]**Match the correct letter in **Column B** to the number in **Column A**.

<b>COLUMN A</b>	<b>COLUMN B</b>
7. excess revenue over a period of time	A. internal auditing
8. office, ministry or agency of the Government	B. Budget deficit
9. verification of assets physically	C. Intangible asset
10. a physical item which has value over a period exceeding one year,	D. incremental budgeting
11. adding or subtracting a portion from previous year figures to obtain current year figures	E. Asset auditing
	F. Budget surplus
	G. Public Entity
	H. fixed asset

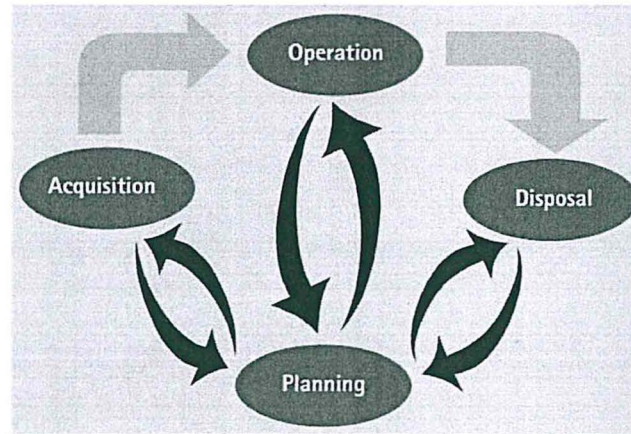
**SECTION B****Question 1**

You are a newly appointed Head of Otjokovare Vocational Training College. The College offers the following trades; Hospitality; Office Administration, Bricklaying, Joinery and Carpentry, Electrical installation and Automotive Mechatronics. The College does not receive enough training grants from NTA and a number of trainees struggle to pay for their tuition fees. The College is finding it difficult to make ends meet during the current financial year.

Write an essay outlining strategies you will employ to turn around the financial position of the College in the next and subsequent financial cycles. **[50]**

## Question 2

Asset Management is more than maintenance. Asset management is concerned with applying technical and financial judgment and sound management practices throughout the asset lifecycle process. Fig. 1 shows the asset lifecycle



The TVET College of which you are the Head plans to acquire computers to embrace the concept of ICT integration in training.

(a) Using the asset lifecycle stages shown in the asset lifecycle above, describe how these assets (computers) will be managed, showing clearly the activities that characterise each stage. [12]

(b) Name and describe the six (6) asset management techniques that are useful to an organisation. [12]

## Question 3

The Namibian Public Procurement Act 15 of 2015 regulates the procurement of goods, works and services, the letting or hiring of anything or the acquisition or granting of rights for or on behalf of, and the disposal of assets of, public entities.

(a) As the head of a public TVET college, the accounting officer you are required by the Public Procurement Act to establish a procurement committee. Name three types of persons you should consider to constitute a procurement committee. [3]

(b) State two powers that an Accounting Officer cannot delegate to any staff members as conferred upon him/ her by the Public Procurement Act. [2]

( c ) Outline five conditions in which a bidder or supplier can be disqualified from participating in the bidding process. [5]

(d) In most hard trades the use of specialized machines is imminent. Procurement of these machines through the open bidding process is impractical given the size of the Namibian market.

(i) State the suitable method of procurement you would choose to acquire the machines. [1]

(ii) Write a justification that you will note in the record of the procurement proceedings the ground for the choice of the procurement method you mentioned in (i) [1]

(e )There is political pressure to increase enrollment numbers and the number of TVET graduates. As a head of a public TVET College, given the infrastructure available, this seems impossible unless you expand the infrastructure at the same time there is a limited budget to procure the service.

(i) Given the nature of TVET, state the method of procurement you will employ to ensure you expand the training infrastructure. [1]

(ii) Explain how you would go about executing the task using the method of procurement you mentioned in (i) as per the provision set up in the Procurement Act 15 of 2015. [2]

**END**