

THE PAPUA NEW GUINEA UNIVERSITY OF TECHNOLOGY  
THE DEPARTMENT OF ARCHITECTURE AND CONSTRUCTION  
MANAGEMENT

SECOND SEMESTER EXAMINATION  
THIRD YEAR BACHELOR IN CONSTRUCTION MANAGEMENT  
CM 328 – CONTRACT ADMINISTRATION

Room: ST1  
Date: Monday 31<sup>st</sup> October 2022  
DURATION: 3 Hours  
Time: 08:20 – 11:30 am

Instructions to Candidates

1. You have 10 minutes to read the paper. Do not begin writing during this time.
2. Fill in the Attendance Slip with your name and student I.D. number now
3. There are three (3) pages to this exam paper including the cover page.
4. **There are twelve (12) Questions** and you are to answer all these questions.
5. ALL ANSWERS MUST BE WRITTEN IN THE ANSWER BOOK (S) PROVIDED
6. Each question must be answered starting on a New Page.
7. Notes and Textbooks are not allowed in the Test Room.  
Only materials allowed and to be brought in by students are;
  - Calculators
  - Biro and Rulers

WRITE YOUR NAME AND IDENTIFICATION NUMBER CLEARLY ON THE FRONT PAGE. DO IT NOW!

TOTAL MARKS = 40 MARKS

**Question 1**

(4 Marks)

State four (4) normal possible tender validity periods that is issued in a tender advertisement by client to bidders when issuing a Tender.

**Question 2**

(4 Marks)

List the four (4) elements to every successful tort case.

**Question 3**

(1 Mark)

List any six (6) minimum requirements of Personal Protective Equipment (PPEs) for a site.

**Question 4**

(2 Marks)

Explain why it is important to state the closing time and date of the tender submission in the tender advertisement?

**Question 5**

(3 Marks)

Name three (3) key elements or risks that contracts administration attempts to manage to ensure successful project completion.

**Question 6**

(6 Marks)

Name the six (6) Contract Administration Processes.

**Question 7**

(7 Marks)

List the seven (7) Essential elements of a Contract.

**Question 8**

(3 Marks)

Explain what Variations are in a contract.

**Question 9**

When is a contract enforceable in court? Explain.

(3 Marks)

**Question 10**

Explain how a bid or Tender evaluation is undertaken?

(3 Marks)

**Question 11**

(2 Marks)

Name the two (2) proposals in which the tenders/bids are submitted for tender evaluation or assessment?

**Question 12**

(2 Marks)

What is a deed of novation?

End of Exam