

[illegible]

Total No. of Questions : 09

Max. Marks : 30

- Purchasing
- Receiving
- Storage
- LIFO
- Standard purchase specifications
- Open market Purchase
- Blind Receiving
- Requisition
- Meat Tag
- Standing Order

SECTION-B

2. Narrate the organisation structure of purchasing department.
3. Write a note on training staff.
4. Discuss the duties of a purchase officer.
5. Explain “Opportunity Purchases”.
6. What is minimum maximum method?

SECTION-C

7. Discuss in details selection of suppliers for hotels.
8. Write in details about different types of frauds by suppliers and receiving clerks.
9. Write about different types of records maintained by stores.

NOTE : Disclosure of Identity by writing Mobile No. or Making of passing request on any page of Answer Sheet will lead to UMC against the Student.