NEW ZEALAND INSTITUTES OF TECHNOLOGY AND POLYTECHNIC QUALIFICATIONS IN INFORMATION & COMMUNICATIONS TECHNOLOGY

PRESCRIPTION: EP500 EVALUATION AND PROCUREMENT

AIM OF MODULE:	To enable students to gain an understanding of the processes involved in evaluating hardware, software and suppliers, and of the mechanics involved in procuring computing resources.
CREDITS:	7
STUDENT LEARNING HOURS:	70
CONTENT REVISED:	Pre 1996
PRESCRIPTION EXPIRY DATE:	Nov 2011

Level and Assessment Schedule

TOPICS	R	C	A	P	Suggested Assessment Percentage
1. Software Requirements Evaluation		*			25
2. Hardware Configuration Issues		*			25
3. Vendor Selection Criteria		*			25
4. Requests for Proposal		*			25
					100

LEARNING OUTCOMES

The student will:

C   1   Be able to identify the steps involved in the hardware and software evaluation process.

C   2   Demonstrate an understanding of the necessity to evaluate software and hardware vendors in terms of their ability to supply and to provide post-supply support.

C   3   Demonstrate an understanding of the process of procuring hardware and software from vendors.

C   4   Demonstrate an understanding of the requirements necessary for designing and producing requests for proposal.

CONTENT

1   SOFTWARE REQUIREMENTS EVALUATION

➢   Advantages and disadvantages of Package Software

➢   Advantages and disadvantages of In-house Development or Third-party Development.

➢   Software Evaluation Techniques.

2   HARDWARE CONFIGURATION ISSUES

➢   Hardware Requirements.

➢   Hardware Configurations.

➢   Hardware Evaluation Techniques.

➢   Site Preparation Issues.

3   VENDOR SELECTION CRITERIA

➢   The need to select Vendors carefully.

➢   Vendor Qualification Issues eg:
-        Ability to supply
-        Ability to support
-        Vendor longevity
➢   Other issues eg:
-        Environmental
-        Local versus Overseas Vendors
-        Local Manufacturer Content
-        Payment Terms
-        Time to Supply
-        Size issues affecting ability to supply and service.
-        Terms of Maintenance Contracts, etc.
-        Piecemeal purchasing versus integrated supply

4   REQUESTS FOR PROPOSAL

➢   Design and content of RFPs.

➢   Response expectations, eg.
-        Completeness
-        Warranties
-        Deadline Guarantees
-        Terms and Conditions
-        Subcontracting

NOTE

➢   This section (4) should be taught using examples of RFPs from live projects or examples based on real RFPs.