

Contracts, Subcontracts, Purchasing Quiz

Passing score = 80%

Select the correct answer.

1. T F If the laboratory does not do a test and must subcontract (send to another laboratory), the work must be placed with a competent subcontractor.
 2. T F The laboratory should have policies and procedures for the selection of services and supplies it uses that affect the quality of the tests performed.
 3. T F Ability to obtain needed supplies and services that allow continuity of testing is not a critical component of any system.
 4. T F Reviewing the process and working with the purchasing department to deal with suppliers of consumables and services that are less than ideal is key.
 5. T F Having the word “gloves” is enough of a descriptor for purchasing records.
 6. T F Internal audits of the purchasing process is required.
7. These reviews leading to a contract are not used to do which of the following?:
- | | | | |
|---|---|---|---|
| A. The requirements for the methods are defined, documented, and understood | B. The laboratory has the capability to meet the requirements | C. Ensure that the laboratory does the bare minimum to get the job done to be highly cost effective | D. The appropriate test method is selected and can meet the customers' requirements |
|---|---|---|---|
8. Tenders are:
- | | | | |
|--|--|---|---|
| A. When the laboratory receives notification from the customer | B. The response (or proposal) that the laboratory makes to the request for service | C. When the laboratory does not do a test and must subcontract (send to another laboratory), the work must be placed with a competent subcontractor | D. The actual agreement between the customer and the laboratory |
|--|--|---|---|
9. The procedures for purchasing do not need to include the following information related to reagents and laboratory consumable materials relevant to tests and calibration:
- | | | | |
|-------------|--------------|------------|-------------------------|
| A. Purchase | B. Reception | C. Storage | D. Recyclable qualities |
|-------------|--------------|------------|-------------------------|

10. Staff responsibilities may include:

- A. Understanding the importance of critical supplies and services to laboratory testing
- B. Performing internal audits of the entire purchasing process
- C. Understanding the purchasing process in their particular area
- D. A, B, and C



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