

UČNI NAČRT PREDMETA / COURSE SYLLABUS

Ime predmeta: NABAVNA LOGISTIKA
Course title: PURCHASING

Študijski program in stopnja Study programme and cycle	Študijska smer Study option	Letnik Year of study	Semester Semester
GOSPODARSKA IN TEHNIŠKA LOGISTIKA 1. stopnja		3.	5.
PROFESSIONAL HIGHER EDUCATION STUDY PROGRAMME ECONOMIC AND TECHNICAL LOGISTICS 1 st degree		3.	5.

**Vrsta predmeta (obvezni ali izbirni) /
Course type (compulsory or elective)**

IZBIRNI
ELECTIVE

Univerzitetna koda predmeta / University course code:

VS

Predavanja Lectures	Seminar Seminar	Vaje Tutorial	Klinične vaje Clinical training	Druge oblike študija Other forms of study	Samost. delo Individual work	ECTS
21 e-P 24 a-P		21 e-V 24 a-V			90	6

**Nosilec predmeta / Course
coordinator:**

UROŠ KRAMAR

Jeziki /Languages:

Predavanja / Lectures: SLOVENSKI/SLOVENE

Vaje / Tutorial: SLOVENSKI/SLOVENE

**Pogoji za vključitev v delo oz. za opravljanje
študijskih obveznosti:**

Ni pogojev.

**Prerequisites for enrolling in the course or for
performing study obligations:**

None.

Vsebina (kratek pregled učnega načrta):

- Opredelitev nabavne logistike, cilji nabave in njena vloga v podjetju / organizaciji
- Nabavni proces
- Organiziranost nabavne funkcije
- Nabavna politika in raziskava nabavnega trga
- Operativna nabava in postopek nakupa
- Nabavna logistika in upravljanje zalog
- Spremljanje uspešnosti dobavitelja
- Javno naročanje
- Nabavna logistika v globalnem svetu

Content (syllabus outline):

- Definition of procurement and purchasing, supply objectives and its role in the company / organization
- Supply process
- Organization of the supply function
- Procurement policy and market research
- Operational purchasing and purchasing process
- Purchasing logistics and inventory management
- Monitoring supplier performance
- Public procurement
- Supply in the global world

Temeljni literatura in viri / Reading materials:

E-gradivo predmeta. 2020

Weele van A. J. (2020). *Purchasing and Supply Chain Management*, 5th ed. Boston: Cengage Learning.

Johnson, P. F., Leenders, M. R., Flynn, A. E. (2011). *Purchasing and Supply Management* 14th ed. McGraw-Hill

Lysons, K. and Farrington, B. (2016), *Procurement and Supply Chain Management*, 9th ed., London: Pearson.

Johnsen, T.E., Howard, M. and Miemczyk, J. (2019). *Purchasing and Supply Chain Management*. 2nd. Ed. Oxon, Routledge.

Monczka, R., Handfield, R., Guinipero, L. and Patterson, J. (2016). *Purchasing and supply chain management*. 6th ed. Boston: Cengage Learning.

Cilji in kompetence:

Cilji predmeta:

- Razumevanje pomena nabave v organizaciji
- Poznavanje nabavnega postopka in nabavnih aktivnosti od strateške do operativne ravni
- Poznavanja nakupnih postopkov
- Organizirati osnovne korake nabavnega postopka
- Izvesti operativni nabavni postopek
- Identificirati in oblikovati uspešne pogajalske taktike
- Poznavanje metod za določanje ekonomske naročilne količine
- Rešiti problem povezan nabavo prave količine ob pravem času

Kompetence, ki jih študentje osvojijo:

Pridobijo razumevanje pomena nabave v podjetju / organizaciji

Osvojijo korake nabavnega postopka

Se usposobijo za izvajanje postopka operativne nabave

Razumejo vlogo raziskave nabavnega trga in oblikovanja nabavne politike

Izpeljejo osnovni nabavni postopek

Pridobijo sposobnost izračuna ekonomske nabavne količine in čas nabave

Objectives and competences:

Course objectives:

- Understanding the importance of purchasing in the organization
- Knowledge of the procurement process and procurement activities from the strategic to the operational level
- Knowledge of purchasing procedures
- Organize the basic steps of the procurement process
- Carry out an operational procurement procedure
- Identify and formulate successful negotiation tactics
- Knowledge of methods for determining the economic order quantity
- Solve the problem of purchasing the right quantity at the right time

Competences that students acquire:

Gain an understanding of the importance of purchasing in a company/organization

They master the steps of the procurement process

They are trained to carry out the operational procurement procedure

They understand the role of purchasing market research and purchasing policymaking

They carry out the basic procurement procedure

They acquire the ability to calculate the economic purchase quantity and purchase time

Predvideni študijski rezultati:

Študent zna:

- Identificirati pomen nabave v organizaciji
- Prepoznati korake nabavnega postopka
- Razlikovati posamezne organizacijske strukture nabave
- Sklepati o pomenu strateške nabave

Intended learning outcomes:

Student is able to:

- Identify the importance of procurement in the organization
- Identify the steps of the procurement process
- Distinguish organizational structures of procurement

- Izvesti osnovno raziskavo nabavnega trga
- Opisati osnovne nabavne strategije
- Ponazoriti in izpeljati osnovni pogajalski postopek
- Opisati vsebino nabavnih specifikacij in nabavnih pogodb
- Pojasniti nabavni cikel operativne nabave
- Opisati vsebino postopka operativne nabave
- Pripraviti in izpeljati nabavni cikel operativne nabave
- Uporabiti osnovne pristope upravljanja zalog
- Izračunati čas in količino optimalne nabave
- Izračunati ekonomsko naročilno količino in čas naročanja
- Opisati in pojasniti postopek ocenjevanja dobaviteljev
- Pojasniti postopek javnega naročanja
- Prepoznati povezavo med nabavo in oskrbovalnimi verigami

Ključne/prenosljive veščine in spretnosti:

Študenti bodo usposobljeni uporabiti pridobljena znanja pri izvajanju nabavnih aktivnosti. Študenti bodo prav tako pri izvajanju predmeta razvijali sposobnost samostojnega učenja, sposobnost uporabe informacijske tehnologije, sposobnost učinkovitega strokovnega komuniciranja in sposobnost timskega dela.

- Infer the importance of strategic procurement
- Conduct a basic procurement market research
- Describe basic purchasing strategies
- Illustrate and carry out the basic negotiation procedure
- Describe the content of procurement specifications and procurement contracts
- Clarify the procurement cycle of operational procurement
- Describe the content of the operational procurement process
- Prepare and carry out the procurement cycle of operational procurement
- Use basic inventory management approaches
- Calculate the time and quantity of the optimal purchase
- Calculate the economic order quantity and ordering time
- Describe and explain the supplier evaluation process
- Explain the public procurement procedure
- Identify the link between purchasing and supply chains

Key/Transferable skills:

Students will have the ability to apply knowledge gained in this course to the execution of procurement activities. In this course students will also develop their self-study ability, the ability to use information technology, the ability of effective professional communication as well as the ability to work in teams.

Metode poučevanja in učenja:

Predavanja: pri predavanjih študent spozna teoretične vsebine predmeta. Del predavanj se izvaja na klasični način v predavalnici, del pa v obliki e-predavanj (e-predavanja se lahko izvajajo na videokonferenčni način ali s pomočjo posebej v ta namen didaktično pripravljenih e-gradiv v virtualnem elektronskem učnem okolju).

Vaje: pri vajah študent utrdi teoretično znanje in spozna aplikativne možnosti. Del vaj se izvaja na klasični način v predavalnici, del pa v obliki e-vaj (e-vaje se lahko izvajajo na videokonferenčni način ali s pomočjo posebej v ta namen didaktično pripravljenih e-gradiv v virtualnem elektronskem učnem okolju).

Learning and teaching methods:

Lectures: students understand the theoretical frameworks of the course. Part of the lecture course is in a classroom while the rest is in the form of e-learning (e-lectures may be given via video-conferencing or with the help of specially designed e-material in a virtual electronic learning environment).

Tutorials: Students enhance their theoretical knowledge and are able to apply it. Part of the seminar is in a classroom while the rest is in the form of e-learning (e-tutorials may be given via video-conferencing or with the help of specially designed e-material in a virtual electronic learning environment).

Delež (v %) /

Načini ocenjevanja:	Share (in %)	Assessment methods:
Opravljenе obveznosti e-predavanj in e-vaj so pogoj za pristop k izpitu.		Successful completion of e-lectures and e-tutorials is a prerequisite for entering the exam.
<ul style="list-style-type: none"> Seminarska naloga (v sklopu samostojnega dela). Pisni izpit. 	30% 70%	<ul style="list-style-type: none"> Seminar paper (within individual work). Written exam.

Reference nosilca / Course coordinator's references:

- KRAMAR, Uroš, STERNAD, Marjan, CVAHTE OJSTERŠEK, Tina. Logistics performance and its connection to competitiveness of the national economy in Slovenia and the Visegrad Group. *European perspectives : journal on European perspectives of the Western Balkans*. Oct. 2015, vol. 7, no. 2, str. 83-100, ilustr. ISSN 1855-7694. [COBISS.SI-ID 512726589]
- KRAMAR, Uroš. Processes approach as a challenge to optimize logistics. V: AKBULATOV, È. Š. (ur.). *Logističeskie sistemy v global'noj èkonomike : materialy IX Meždunarodnoj naučno-praktičeskoj konferencii (21-22 marta 2019 g., Krasnojarsk) : èlektronnyj sbornik = Logistic systems in global economy : proceedings IX of International Scientific-Practical Conference (21-22 [March], 2019, Krasnojarsk) : electronic collection*. Krasnojarsk: Sibirskij gosudarstvennyj universitet nauki i tehnologij imeni akademika M. F. Rešetneva: = Reshetnev Siberian State University of Science and Technology, 2019. Str. 38-42. <https://disk.sibsau.ru/index.php/s/tlLZpoxBvGrQH4I>. [COBISS.SI-ID 513013821]
- KRAMAR, Uroš. 7 waste approach to improve the efficiency of logistics. V: AKBULATOV, È. Š. (ur.). *Logističeskie sistemy v global'noj èkonomike : materialy IX Meždunarodnoj naučno-praktičeskoj konferencii (21-22 marta 2019 g., Krasnojarsk) : èlektronnyj sbornik = Logistic systems in global economy : proceedings IX of International Scientific-Practical Conference (21-22 [March], 2019, Krasnojarsk) : electronic collection*. Krasnojarsk: Sibirskij gosudarstvennyj universitet nauki i tehnologij imeni akademika M. F. Rešetneva: = Reshetnev Siberian State University of Science and Technology, 2019. Str. 34-37. <https://disk.sibsau.ru/index.php/s/tlLZpoxBvGrQH4I>. [COBISS.SI-ID 513014077]
- KRAMAR, Uroš. The influence of industry 4.0 on logistics. V: DEREVYANYKH, D. N. (ur.). *Logističeskie sistemy v global'noj èkonomike : materialy VIII Meždunarodnoj naučno-praktičeskoj konferencii (02 marta 2018 g., Krasnojarsk) : elektronnyj sbornik = Logistic systems in global economy : proceedings VIII of International Scientific-Practical Conference (02 March, 2018, Krasnojarsk) : electronic collection*. Krasnojarsk: Sibirskij gosudarstvennyj aerokozmičeskij universitet imeni akademika M. F. Rešetneva, 2018. Str. 23-26. http://vseup.ru/static/files/logist_sistemy_2018.pdf. [COBISS.SI-ID 512915261]
- KRAMAR, Uroš. Logistics as a source of economic benefits. V: DEREVYANYKH, D. N. (ur.). *Logističeskie sistemy v global'noj èkonomike : materialy VIII Meždunarodnoj naučno-praktičeskoj konferencii (02 marta 2018 g., Krasnojarsk) : elektronnyj sbornik = Logistic systems in global economy : proceedings VIII of International Scientific-Practical Conference (02 March, 2018, Krasnojarsk) : electronic collection*. Krasnojarsk: Sibirskij gosudarstvennyj aerokozmičeskij universitet imeni akademika M. F. Rešetneva, 2018. Str. 18-22. http://vseup.ru/static/files/logist_sistemy_2018.pdf. [COBISS.SI-ID 512967997]
- KRAMAR, Uroš. The role of logistics in enhancing the effectiveness and efficiency of a company. V: DRAŠKOVIĆ, Veselin. *Management and logistics : selected topics*. 1st electronic ed. Czestochowa [etc.]: SPH - Scientific Publishing Hub, 2016. Str. 55-68, ilustr. ISBN 978-961-6948-06-7. <http://sphub.org/books/management-and-logistics>, <https://dk.um.si/lzpisGradiva.php?id=70380>. [COBISS.SI-ID 512763709]