



Inter-State Institution of Higher Education
Cameroon's office

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MERISE

TUTORIAL N° 1

Exercise 1

From the supply requests established by the sales department, the purchasing department sends price requests to possible suppliers, for new or exceptional supply items (we will limit ourselves to these items, leaving aside the known items and with regular supply). Suppliers send offers, studied in detail and compared by buyers; the latter then make a choice. The choice is made latest 10 days after the sending of the offers. The purchasing department establishes an order form for the selected supplier. A copy is given to the store for reception. When the delivery arrives, the warehouse keeper checks the goods quantitatively. Quality control is carried out. The delivery generally arrives 2 days after the final choice of the supplier. The delivery is returned en bloc if one of the controls is negative. Satisfactory checks result in the items entering stock. The store issues the voucher to financial services. When the financial services receive the invoice from the supplier (usually 3 days after delivery), they verify that the invoice corresponds to the supplier and issue the payment check. NB: the store and the purchasing department will be considered as a single department.

Task: draw the CMC, CMT, OMT