

**UNIVERSITY OF PRETORIA**

**MSC PROJECT MANAGEMENT**

**QUESTIONNAIRE**

This Questionnaire Constitutes Part of the Survey for a Treatise to be Written as Partial Fulfilment of the Program of MSc in Project Management.

**TOPIC OF STUDY**

*An Analysis and Evaluation of the Public Sector Procurement System of Building Contractors in Botswana.*

**SECTION A: SPECIFIC QUESTIONS**

Please answer the questions as suggested. However, you are encouraged to use the back of the pages for any additional explanations that you may wish to make.

1. Which of the following factors are important in determining the choice of a Contractor on a scale of 1 to 10? 10 - most important, 1 - least important.

i). Experience with similar projects	
ii). Financial capability	
iii). Completion period proposed	
iv). Reputation	
v). Citizenship	

2. What is the accuracy and quality of the brief provided by government departments?

i). Poor	
ii). Fair	
iii). Good	
iv). Excellent	

3. Are any of the following criteria considered at the planning stage of government projects? Indicate the importance of each on a scale of 1 to 5.

i). Milestones	
ii). Deliverables	
iii). Quality assurance	
iv). Budgets	
v). Time Schedules	
vi). Pre agreed format for meetings	
vii). Control mechanisms	
viii). Reports	

4. Do government departments provide you with all documentation for pricing before you implement the project? Please tick below.

i). Yes	
ii). No	

5. Is the scope of the projects sufficiently defined to enable an outside party to price it and submit a tender?

i). Yes	
ii). No	

Please explain:

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6. In appointing Contractors, do you take account of the expected level of additional claims?

i). Yes	
ii). No	

Please explain below:

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7. Which of the following methods of obtaining a price is applied by the government? Please tick below.

i). Negotiation with one contractor	
ii). Selected tenders	
iii). Open Tenders	

8. In analysing tenders from Consultants, which of the following criteria are considered as important? Please evaluate on a scale of 1 to 10. 10 - most important, 1 - least important.

i). Director's and their CVs	
ii). Experience in the business	
iii). Workforce	
iv). Previous works	
v). Bank Account Balance	

9. What are the common causes of building alterations during construction?

i). Client's requirements	
ii). Excess funds still exist on project	
iii). Site conditions	
iv). Unworkable designs	
v). Contractor's prerogative	

Others, please explain;

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10. What are the common causes of additional claims by Contractors? Please tick any number of causes.

i). Legislative price changes, eg, minimum wage increases	
ii). Under pricing by the contractor	
iii). Desire to maximise profit	
iv). Site conditions	

Others, please specify;

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10. Who is the leader of the client's project team in government projects? Please tick?

i). Architect	
ii). Quantity Surveyor	
iii). Engineer	
iv). Contractor	
v). Project Manager	

11. What do you consider to be the Contractor’s common reasons for applying for extension of time? Please tick any number of causes you deem applicable.

i). Unforeseen site conditions	<input type="checkbox"/>
ii). Inclement weather	<input type="checkbox"/>
iii). Poor site planning and management	<input type="checkbox"/>
iv). Poor execution	<input type="checkbox"/>
v). Poor productivity	<input type="checkbox"/>
vi). Underestimation of completion period	<input type="checkbox"/>
vii). Supplier problems; late deliveries etc	<input type="checkbox"/>
viii). Client related problems, e.g lack of information, Vos etc; please specify	<input type="checkbox"/>

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12. What do you consider to be the cornerstones of project success? Please tick.

i). Leadership	<input type="checkbox"/>
ii). Cooperation	<input type="checkbox"/>
iii). Trust	<input type="checkbox"/>
iv). Skills	<input type="checkbox"/>
v). Funding	<input type="checkbox"/>
vi). Government support	<input type="checkbox"/>
	<input type="checkbox"/>

Others, please specify;

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**SECTION B: GENERAL**

Please write your answers in the space provided below.

1. System Analysis: Do you think the current procurement system is fair and transparent?

i). Yes	
ii). No	

- a) Advantages of the current procedure?

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- b) Disadvantages?

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- c) Alternatives

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2. Do you think that the current payment mode of fees to Consultants and Contractors is fair and efficient?

i). Yes	
ii). No	

- a) Advantages

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- b) Disadvantages

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c) Alternatives

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3. a) What are the possible causes of cost and time overruns?

b) Suggest any improvements in the system to address the problems of overruns?

a) \_\_\_\_\_

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b) \_\_\_\_\_

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4. What can be done to improve the quality of government buildings?

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5. What are the causes of defects in government buildings?

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6. What are your views on the government's policy of preferring Citizen Contractors?

a) Advantages:

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b) Disadvantages

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c) Any alternatives:

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7. How can the procurement system be improved (quickened) without compromising transparency and accountability in the public sector?

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8. Do you think that the tendering system should be simplified?

i). Yes	
ii). No	

Please explain:

9. Are the details of the adjudication criteria made known to tenderers?

i). Yes	
ii). No	

10. Do you think there is need for an adjudication Ombudsman in Botswana

i). Yes	
ii). No	

Please state your reasons:

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11. Which of the following systems of tendering do you prefer?

i). Maintaining an approved list?	
ii). Submitting tenders for all individual projects?	

Please state your reasons;

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12. What do you consider to be the weaknesses in the system of preferring Citizen Contractors?

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**RESEARCH PROJECT: MR. D TSHEBOENG**

Mr. Tsheboeng is currently working on a research project as part of his studies towards a MSc-degree.

It would be greatly appreciated if you could complete and return the accompanying questionnaire - it should take approximately twenty minutes at the most.

We thank you in anticipation for your participation in Mr. Tsheboeng's research project. Without your assistance and invaluable input, research of this nature would not be possible.

Yours Sincerely,

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JH CRUYWAGEN  
Lecturer, University of Pretoria.