

**DUTIES OF THE INVENTORY INSPECTION BOARD IN ACCORDANCE  
WITH THE REGULATIONS OF THE MINISTRY OF FINANCE REGARDING  
PROCUREMENT AND MANAGEMENT OF GOVERNMENT SUPPLIES, B.E. 2560**

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*The objectives of this research were 1) to create a work manual of the Inventory Inspection Committee in accordance with the regulations of the Ministry of Finance on Procurement and Government Procurement Administration of B.E. 2560, and 2) to assess the accuracy of the operational manual in accordance with the regulations of the Ministry of Finance on procurement and management of government supplies, B.E. 2560. before publishing. The study is in accordance with the law that is enforced, namely 1) the Procurement and Procurement Management Act of B.E. 2560, 2) relevant regulations, and 3) the duties of the Contract Management and Parcel Inspection Committee. The study found that:*

*1. Procurement and Materials Management of Public Sector Act, B.E. 2560 under Section 4 Procurement, means the process to obtain parcels by purchasing, hiring, renting, exchanging or by other legal acts as set in ministerial regulations. The reason for this announcement is that the procurement and procurement management of the government sector will have the same standard of operation by setting a benchmark in order to be transparent and open the opportunity for fair competition. There is a procurement process that takes into account the purpose of use, which will create value for money.*

*2. The relevant rules and regulations in the promulgation of this Ministerial Regulation are due to the Government Procurement and Procurement Administration Act B.E. 2560, which has established standards for the government agencies to be used as guidelines for providing procurement and administrative services for the government sector with a standard operating framework.*

*3. The duties of the contract management committee and the parcel inspection specify the duty of the committee to receive parcels for purchase or employment in accordance with Article 175 are that 1) Check the parcels at the office of the users of that parcels, 2) Check the parcels correctly and completely according to the agreed evidence. In the case that it cannot be counted as a whole unit, it must be inspected according to statistical principles, 3) Check the parcel on the day that the seller or employer delivers the package and complete the process quickly, and 4) Once the inspection is complete and correct, the package will be accepted and the seller or contractor has delivered the package correctly since the date the seller delivered the package.*

**Keywords:** Government Supplies, Inventory Inspection, Operational Efficiency, Procurement and Management

## Introduction

With the regulations of the Office of the Prime Minister on Procurement, B.E. and amendments is a rule that is applicable to government agencies. This regulation has laid down rules governing the process of procurement of various materials and services which sets out the steps for procurement of parcels for the sake of obtaining sufficient supplies for use, cost effective and efficient according to the government. The formulation of this regulation consists of steps from surveying the demand for parcels, reporting of procurement proposals, approving procurement, contracting, parcel inspection to the stage to prepare the disbursement of money to the seller, the contractor who is the creditor of the government agency that has committed the obligation according to the purchase contract, contract of work, registration for control and distribution of parcels, and the management of parcels used in the government. The objective is value for money, transparency, efficiency and effectiveness, and accountability. In addition, information about each procurement process must be disclosed, starting from the procurement process until the parcel is sufficiently used cost-effective and efficient as required by government agencies. By performing each step, the responsible person must record the evidence of the operation as well as specify the reason for the consideration in the important steps for consideration.

The responsibilities are responsible for planning, checking, reporting, controlling, supervising and monitoring procurement operations, hiring a consultant, outsourcing of design and work control, rental, storage, distribution, asset registration, annual package inspection, sales and contract management or commitment. In addition, the consideration of the amendment change of contract or agreement termination of contract or agreement, suspension or reduction of fines for the parties, inspecting the request for work payment under the construction contract price adjustment form (K value), requesting advance payment, deduction of retention contract, refund the transfer of claims for money requests, check the work certificate, recording of government procurement information with electronics (e-GP), and evaluation of seller data.

As well as other matters related to contract management in accordance with the cabinet resolution rules and conditions contract or agreement in accordance with the regulations of the Prime Minister's office on procurement, laws, cabinet resolutions, orders or related regulations. That uses the state budget funds outside the budget, loans, grants, as well as operations or support operations related to procurement and management of parcels of internal departments or other relevant departments or assignments. The procurement process, typically of almost all departments, begins with the procurement plan. One year will buy once or more than two times if it is a durable material that has a high price which may be specified in procurement and employment plans in a quarter.

There must be a clear and detailed description of the specific characteristics of the package in order to proceed as efficiently and according to the plan. Then following up on the plan is continuing when the item is received, it must be inspected by the staff of the parcel receiver or the parcel inspection committee according to the parcel regulations. If the parcels inspected once procured were less than ten thousand baht, then inspected alone. If more than ten thousand baht, it must appoint at least 3 or more parcel inspection committees depending on the process being inspected accurate supplies management. In terms of practical terms, the amount of usage that the department needs to use is to be followed first. Some agencies have already bought more than necessary, and some agencies have already

bought and do not use. Since most parcels have an expiration date, the procurement process is a very important process. It may be called the heart of the bureaucratic system because in the b

ureaucratic system, everything that enters it must go through a process known as the parcel management process. The procurement process depends on the budget, the amount of funds that has been allocated, and the approval to proceed in various ways. Therefore, the development of routine work in this research, the researcher therefore has guidelines for developing a standard manual for warehousing operations in order to operate in the same direction according to the regulations of the Office of the Prime Minister on Procurement 1992 and amended.

Due to the history and importance of the procurement process, there has been an interest in the development of routine work into R2R research, the development of the standard manual on the performance of parcels, in accordance with the regulations of the Prime Minister's Office on Procurement. Procedures and procedures for procurement were developing for the benefit of work development and procurement management procedures that are efficient and accurate in accordance with regulations by various methods. The objective of this study were (1) to create a manual for supplies operation in accordance with the regulations of the Prime Minister's Office on Procurement, and (2) in order to assess the accuracy of the operational manual in accordance with the regulations of the Prime Minister's Office on Procurement before being distributed.

## **Literature review**

### ***Study guidelines***

From the study of work performance in accordance with the regulations of the Prime Minister's Office on Procurement with the following objectives: 1) To create a package operation manual operation in accordance with the regulations of the Prime Minister's Office on Procurement, and 2) in order to assess the accuracy of the operational manual in accordance with the regulations of the Prime Minister's Office on Procurement before being distributed with the following actions.

### ***Educational process and steps***

Educational process and steps according to the regulations of the Prime Minister's Office on procurement before being distributed regulations of the Office of the Prime Minister on Procurement 1992 and amended, is a regulation that sets rules for controlling procurement procedures and various services. For the sake of obtaining sufficient supplies for use cost-effective and efficient as required by government agencies. Therefore there have responsibilities and responsibilities related to the planning package management and procurement processes consist as follows.

- Inventory management process.
- procurement management process.
- process of procurement.

## Conclusions

### *Result and Discussion*

Research on the operation according to the regulations of the Prime Minister's Office on Procurement, the results of this research are as follows.

1. Proceed according to the Procurement and Inventory Management Act of B.E. 2560 under Section 4 Procurement, means that procurement of goods by purchasing, hiring, renting, exchanging or by other legal acts as prescribed in the Ministerial Regulations. The reason for promulgation of this act is for the procurement and procurement management of the government to have the same standard of operation by setting a benchmark in order to be transparent and open the opportunity for fair competition. There is a procurement process that takes into account the purpose of use, which will create value for money.

2. Related regulations, the reason for the promulgation of this Ministerial Regulation is that since the Government Procurement and Procurement Administration Act of B.E. 2560 has set the standard criteria for the government agencies to use as a guideline for the operation, procurement and government supplies management have the same standard of operation.

3. Duties of the Contract Management and Inspection Committee is a committee for inspection of parcels in purchasing or employment in accordance with Article 175, that is 1) to check the parcels at the office of the parcel's users, 2) check the parcels correctly and completely according to the agreed evidence in the event that it cannot be counted as a whole unit to check in accordance with the statistical principles, 3) Check the package on the day that the seller or employer delivers the package and complete the process as soon as the package, and 4) Once the package has been completed correctly, accept the parcel and it is considered that the seller or contractor has delivered the package correctly and completely since the date that the seller or contractor delivered the package.

## Conclusion

From the implementation of this research, the researcher carried out the preparation according to the objectives, as well compare before the improvements and after the improvements according to the steps or innovations created as shown in Table 1.

Table 1 - A comparison before the improvement and after the improvement according to the steps or innovations created

Before the improvement	After the improvement
<ul style="list-style-type: none"> <li>- No manual for parcel operation By operating in accordance with the regulations of the Prime Minister's Office on Procurement.</li> <li>- No manual for parcel operation without bringing supplies to distribute.</li> </ul>	<ul style="list-style-type: none"> <li>- There is a manual on the package operation. The operation must be carried out in accordance with the regulations of the Office of the Prime Minister regarding procurement, etc.</li> <li>- No manual for parcel operation without bringing supplies to distribute.</li> </ul>

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