**FOOD PURCHASING**

**Meaning of food purchasing.**

Food purchasing is the act of buying food from the producers/farmers, markets, or processing firms. Food purchasing is an activity of buying food materials either in raw, processed or in any familiar form.

**Food processing.**

**Meaning of food processing**

Food processing is the transformation (changing) of raw ingredients into food or food into other forms. Food processing involves activities such as milling or grinding, grating, boiling, frying, canning etc.

Some examples of processed foods

Noodles

Custard

Tomato paste

Sardines

Cornflakes

Biscuits

Tinned beef

Fruit juice

Cassava flour

Wheat flour

Sugar

Pap/Posho etc.

**Food preservation**

Food preservation is the care and treatment given to foods in order to:

i. Maintain them in good condition.

ii. Prevent them from spoiling easily.

iii. Prolong their shelf life or make them to stay longer than raw ones.

**Food safety**

Food safety refers to the handling, preparation and storage of food

in ways that prevent food borne illness. Food is safe when it is kept in hygienic

condition and free from contamination.

**PERISHABLE AND NON-PERISHABLE FOODS**

**Perishable foods:**

 Perishable foods are those foods that can spoil easily.

Examples of perishable foods

1) Fresh meat

2) Fresh fish

3) Fresh fruit

4) Fresh vegetables

5) Fresh milk

6) butter

These perishable foods easily decay due to the activities of micro organisms or

decomposers. E.g. bacteria, fungi and worms. Perishable foods could be stored in

cold conductions such as the refrigerator and deep freezer to discourage the

growth of micro organisms.

**Non-perishable foods**

They are those foods that do not spoil easily. They can be kept for a

long time if stored properly.

Examples of non-perishable foods:

1) Dried maize

2) Beans

3) Rice

4) Flours

5) Sugar

6) Yam

7) Dried pepper

Question: Classify foodstuffs according to their moisture content. OR mention

the classification of food according to their moisture content. Give examples of

each.

1) Perishable foods

2) Non-perishable foods

3) Semi perishable foods

Examples of semi-perishable foods.

1) Potatoes

2) Cocoyam

3) Egg

4) Onion

5) Yam

TOPIC**: FOOD PURCHASING, PROCESSING, PRESERVATION AND SAFETY**

Food is anything we eat to stay alive and maintain good health. Food is the first basic need or necessity of life. For a family to feed well, a substantial amount of income is devoted to feeding. Food is very expensive and it easily goes bad. Therefore purchase of family food should be planned and necessary processing and preservation should be done to ensure that family food is safe and hygienic.

**The meaning of food purchasing**

Food purchasing is the activity of acquiring food through exchange of money. For instance when a consumer goes to the market with his/her money, he or she offers the seller her money in other to get or owe a particular food stuff, food here include vegetable, fruits, meat, fish food stuff etc.

One needs to know much about the market and the way in which you can buy to make the most out of your food budget.

**The meaning of Food processing:**

Food processing can be define as all those activities whereby crops and animal products in their natural state are changed or transformed into finished goods for future consumption.

Or food processing is the transformation of raw harvested food by physical or chemical means into food stuff of other forms. After harvesting crop and animal farm produce, they are usually worked on, to remove chaff, husk, toxic etc. Example, to process garri, one will first harvest cassava crop, pill out the back, wash, grind, dry, remove the chaff, fry in order to get garri.

**The meaning of food preservation**

Food preservation refers to the process and practice of treating food to keep it in good condition and in a form as near as possible to its original state for a long time.

It is also a process of treating and handling food to prevent or slow down spoilage, loss of quality etc.

**Reasons for preserving food**

The reasons for preserving food includes:

1.     To minimize or possibly eliminate wastage and spoilage caused by micro-organisms, pest attack and environments to make them last long

2.     To convert the food to a form most convenient for storage, transportation and marketing

3.     In areas where food is produced in abundance, it is preserved for sales in cities or during food scarcity

4.     To keep the food from losing its quality and enhance fetching a lower market value

5.     Some foods are seasonal and therefore, need to be put or preserved in a form in which they will be use when they are not in season eg maize, some vegetable etc.

6.     To ensure an adequate supply of raw food materials for industries in a form in which the industries required them.

**Meaning of food storage and safety**

This involves keeping food items in a safe and in a suitable condition for future use. Some seasonal food items like maize and some vegetable need to be store and keep safe for future use.

Examples of storage facilities (a) storage containers (b) food store (c) Refrigerator or freezer(d) food storage cupboard, cabinet and shelves

**Summary**

Food purchasing is the process of acquiring food items through the exchange of money. Food processing is the process of transforming raw food or harvested crops and animals products into finish goods or foods for future use. Food preservation is the process and practice of treating food to keep it in good condition. Foods are preserve to reduce waste and spoilage, to maintain it nutritional values and for seasonal uses.

Food storage and safety is the process of keeping the food safe and in a suitable condition for future use.

**Assignments**

1.     Explain the following terms

i.       Food storage and safety

ii.     Food processing

iii.  Food purchasing

iv.  Food preservation

List three reasons for preservation of food

**Different Methods Of Food Purchasing**

**METHODS OF PURCHASING-** There are different methods of purchasing. The choice of the purchasing will depend upon the item to be purchased, frequency of requirement, quantity to be purchased and the market situation, etc., none of the methods is best for all purchases.

**Open Market Purchase:**

This method of purchasing is used for products that are purchased frequently. A committee of 3 persons (purchase officer, accounts men and one person from f & B) who knows about quality of food items goes to the market and finds out the rate of the product to be purchased. After considering the rates and the quality the most advantages is selected. Quality must not be sacrificed while comparing the prices. The advantage of this purchased is that only desired standard of quality will be purchased at lowest possible rate.

**Purchasing by contract:**

The food items that requires frequent purchase calls for contract purchases. The tenders are awarded for items like mutton, fish, poultry, egg, dairy products, fruits and vegetables. The annual requirement is marked out and the tenders are invited. The tenders should be evaluated for their total value depending upon the estimated consumption of the year. The contract is signed with the supplier who has to deposit security money to ensure that he will supply these items regularly. They are bound to supply the specified quality only. If the supplier fails to supply the indented items we have a clause in the contract according to which we can buy the indented items at the market rate prevalent and debit the amount to the supplier’s account, this is known as risk purchase.

**Centralized Purchasing:**

It is based on the principles that the purchasing activity is done by one person or department. In operations that have centralized purchasing, HOD usually reports to the top management who has overall responsibility for making of profit. In this kind of purchasing all the H.O.D. combine together under a single head and purchase all the necessary items on a large scale.

Advantages

1. Better control and co-ordination because all the H.O.D. are working under single head or department.
2. Better discount is gained.
3. Few people are involved in purchasing.
4. Economic and profit potential of purchasing policy making it a profit rather than a cost center.

**Standing order purchase:**

In this method the purveyor sends merchandise at a fixed pre-determined interval of time. The purchase may involve fixed quantity every time or may involve replenishing a stock from time to time. Milk and dairy product purchasing are normally made by this method, which is often used for specific items only. The deliveryman will replenish the stock and this saves a considerable amount of time for receiving person. Formal agreement are made for this type of delivery in advance and reviewed from time to time. One of the disadvantages of this system is that there is dependence on one vendor and delays may be caused by unexpected problems. However it works out well for those items that are purchased daily or weekly or several times in a week or month.

**Periodical purchasing/ fortnightly quotation list/ purchasing bi weekly:**

This method is used to purchase grocery items where delivery once a week or a fortnight is adequate. H.O.D. would complete the stock in hand and fill in the wanted quantity of each item based on a normal order quantity and volume of business expected on the master list. Meanwhile the purchase officer would sent out a copy of the list of each supplier in which the supplier is required to quote the rates on receipt of quotation. These would be entered into a master quotation list and the decision is then made about where the order for each items are to be placed. This would be based on the requirement in the next week/ Fortnight and the storage space available. It should be noted that the specifications for items will usually be judged by brand names of the product together with size, weight and count.