THE UNITED REPUBLIC OF TANZANIA
NATIONAL EXAMINATIONS COUNCIL
ADVANCED CERTIFICATE OF SECONDARY EDUCATION EXAMINATION

152/2 **COMMERCE 2**

(For Both School and Private Candidates)

Time: 3 Hours **Wednesday, 06th May 2015 p.m.**

Instructions

1. This paper consists of **eight (8)** questions in sections A and B.
2. Answer **five (5)** questions, choosing at least **three (3)** questions from section A and **two (2)** questions from section B. Question number **one (1)** is compulsory.
3. Each question carries **twenty (20)** marks.
4. Non programmable calculators may be used.
5. Cellular phones are **not** allowed in the examination room.
6. Write your **Examination Number** on every page of your answer booklet(s).

SECTION A (60 Marks)

Answer **three (3)** questions from this section. Question **one (1)** is compulsory.

1. (a) Explain how Cooperatives help the agricultural development in Tanzania. Give five points.
   (b) Evaluate five common characteristics of both private and public limited companies.

2. (a) Differentiate the following documents used in international trade:
      (i) Certificate of origin and An indent
      (ii) Shipping note and Dock warrant
      (iii) Letter of credit and Letter of hypothecation
      (iv) Bill of lading and Airway bill
      (v) Proforma invoice and Freight note
   (b) Explain five methods employed to correct deficit balance of payment.

3. (a) Analyse the tasks performed in staffing as a function of management in the firm. Give six points.
   (b) Why planning becomes an important function of management? Give four reasons.

4. (a) Describe four main types of office staff commonly found in business organizations.
   (b) Explain the five essentials of an efficient office organization.

SECTION B (40 Marks)

Answer **two (2)** questions form this section.

5. (a) Analyse five importance of tax in the economy of a country.
   (b) Describe five problems that face tax authorities in Tanzania.

6. (a) Explain five rights of unpaid seller of goods under contract of sales.
   (b) Briefly explain the term ‘Contract of sale’ and outline four rules for transfer of title under the sales of goods Act.

7. (a) Examine five methods involved in carrying out market research.
   (b) State five factors which affect successfulness of market research in developing countries.

8. (a) Analyse five functions of chamber of commerce.
   (b) Identify three intermediaries used in import trade and two intermediaries used in export trade.