

CONTRACTOR CONTINUOUS
DEVELOPMENT (CCD) PROGRAMME

CIDB CCD
COURSE

20 POINTS



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ONLINE COURSE
VIA ZOOM MEETING

Register Now

RM250/PAX

COURSE TITLE:

TENDERING PROCESS AND CONTRACT MANAGEMENT

DATE: 04 – 05 DECEMBER 2023

TIME: 9.00 AM – 5.00 PM

CLICK BELOW FOR MORE INFO:

[TRAINER'S PROFILE](#)

[COURSE OUTLINE](#)



info@mtilegacy.com



www.mtilegacy.com



@mtilegacy



+6011-1004 9429



CONTACT PERSON: MR. TAJUDDIN IHSAN



TENDERING PROCESS AND CONTRACT MANAGEMENT

COURSE SUMMARY

The tender stage is the process of selecting and appointing works contractors. Tendering involves several works contracts, contracted by the management contractor. Works contracts may not all be tendered at the same stage, and so this process might be repeated several times during the project.

Contract management is the process of managing contract creation, execution, and analysis to maximize operational and financial performance at an organization, all while reducing financial risk.

COURSE OUTCOME

Upon completion of this course, participants will be able to:

- Explain the fundamentals of the contracting process.
- Understand the tendering roadmap, identify opportunities and obstacles at each stage of the process.
- Gain a better understanding of the contract process.
- Understand the duties and responsibilities of parties in a construction contract.
- Understand the stages of contract and obstacles at each stage.

COURSE CONTENT

1.0 Introduction of Tender and Contract

- Fundamentals of tendering process
- Tendering flow chart
- Requirement and tendering method in construction industry
- History of contract
- Legal Context of Construction Contracts
- Parties in Construction: Obligation and liabilities

2.0 Tendering and Bidding Stage

- How to prepare for successful bid
- Compare supplier prices and prices.
- The bidding processes.
- Evaluating the Bids: special criteria

3.0 Tender Analysis

- Price analysis & Price adjustment
- Awarding the contract
- Documentation

4.0 Contract Management in Construction Industry

- Stages of Construction Contract
- Instructions and variations
- Ambiguity in Contracts
- Practical Completion and defects
- Valuation of variation and Variation claims
- Payments and Final account
- Termination and Dispute Resolution



TENDERING PROCESS AND CONTRACT MANAGEMENT

TENTATIVE PROGRAMME

DAY 1 – TENDERING PROCESS

- 8.30 am – 9.00 am - Online registration
- 9.00 am – 10.45 am - Introduction to Tendering
 - Tendering Process
- 10.45 am – 11.00 am - Tea break
- 11.00 am – 12.45 pm - Preparing for successful bid
 - Compare supplier prices and prices
 - The bidding processes
 - Evaluating the Bids: special criteria
- 12.45 pm – 2.00 pm - Lunch break
- 2.00 pm – 5.00 pm - Price analysis & Price adjustment
 - Awarding the contract
 - Documentation
- 5.00 pm - Class dismiss

DAY 2 – CONTRACT MANAGEMENT

9.00 am – 10.45 am - Introduction of contract management

- Legal Context of Construction Contracts
- Parties in Construction: Obligation and liabilities

10.45 am – 11.00 am - Tea break

11.00 am – 12.45 pm - Stages of Construction Contract

- Instructions and variations
- Ambiguity in Contracts
- Practical Completion and defects

12.45 pm – 2.00 pm - Lunch break

2.00 pm – 5.00 pm - Valuation of variation and Variation claims

- Payments and Final account
- Termination
- Dispute Resolution

5.00 pm - Class dismiss