



Australian Government

Assessment Requirements for CPCCBC4013 Prepare and evaluate tender documentation

Release: 2

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Modification History

- Release 2 Updated reference to general construction induction training program.
- Release 1 This version first released with CPC Construction, Plumbing and Services Training Package Release 5.0.
- Supersedes and is equivalent to CPCCBC4013A Prepare and evaluate tender documentation. Updated to meet the Standards for Training Packages 2012.

Performance Evidence

To demonstrate competency, a candidate must meet the elements and performance criteria of this unit by preparing tender documents for two contracts, with one being for a residential project and one for a commercial project.

In doing this, the candidate must:

- source and check relevant plans, specifications and tender documentation for currency and amendments
- evaluate risk associated with the tender process.

Knowledge Evidence

To be competent in this unit, a candidate must demonstrate knowledge of:

- relevant government building and construction regulations, codes and standards
- structure and operations of the organisation's costing, tendering and contracting system
- tender documents and supporting documentation:
 - artist's impressions
 - building information modelling (BIM)
 - product information
 - promotional materials
 - reports and findings beneficial to the organisation
- project risks associated with tendering:
 - breach of contract
 - project delays
 - payment disputes
 - delays in progress payments
 - circumstances, such as:

- delivery delays that extend project completion dates
- labour shortages
- weather
- exposure through clauses that work against the organisation
- failure to adequately anticipate labour or materials costs
- inappropriate funding levels and funding shortfalls
- industrial disputes through misunderstandings or overt action
- risk of default or non-performance of key players
- types of building and construction drawings and specifications
- types, scope and usage of labour through the employee and subcontractor systems
- using appropriate costing software programs.

Assessment Conditions

Assessors must meet the requirements for assessors contained in the Standards for Registered Training Organisations.

Assessment can be undertaken in the workplace or in a simulated workplace environment.

A simulated environment is one that realistically replicates workplace conditions, materials and equipment, interactions with others and workplace irregularities, and which meets industry standards for safety and environmental practices.

Candidates must have access to:

- current relevant government legislation
- current relevant building and construction codes and standards
- construction contracts and associated tender documentation
- organisational policies, procedures and other quality documentation to undertake the performance criteria and evidence requirements
- business technology, applications and software to produce tender documentation.

Links

Companion volumes to this training package are available at the VETNet website - <https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=7e15fa6a-68b8-4097-b099-030a5569b1ad>