



Australian Government

Assessment Requirements for CPPBDN6105 Manage the tendering and contract administration process for a client

Release: 1

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Modification History

Release 1 This version first released with CPP Property Services Training Package Release 11.0.

Supersedes and is not equivalent to CPPBDN8005A Manage the tendering and construction process for a client. Updated to meet the Standards for Training Packages 2012.

Performance Evidence

To demonstrate competency, a candidate must meet the performance criteria of this unit by:

- developing tender documentation
- evaluating tender submissions for the project
- documenting the management of the contract

for one Class 2-9 building design project, as defined by the National Construction Code (NCC).

Knowledge Evidence

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

- relevant legislative, industry and organisational requirements:
 - work health and safety (WHS)
 - preparation of specifications
 - contractual requirements and business implications
 - planning requirements, schemes and processes
 - construction materials and methods
 - requirements relating to building design projects:
 - Australian Standards
 - NCC deemed-to-satisfy (DTS) and alternative solution requirements
 - environmental and sustainability requirements
 - local, state and national codes and standards
 - sources of reliable information on compliance requirements
 - methods to monitor progress and quality; and negotiate contract variations
- scope of authority and procedures for contract administration and management
- workplace resource requirements to undertake large and complex projects
- budget and costs:

- business administration and management costs
- business insurances, including professional indemnity insurance
- professional fees to lawyers and accountants
- staff salaries and associated on-costs
- subcontractor costs
- technology costs
- risk management:
 - constraints and potential risks
 - defects due to poor workmanship
 - WHS
 - reliance on gaining timely input from external professionals
 - time delays due to weather, or material or service availability.

Assessment Conditions

Assessors must meet the requirements for assessors contained in the Standards for Registered Training Organisations. Competency is to be assessed in the workplace or a simulated environment that accurately reflects performance in a real workplace setting where these skills and knowledge would be performed. This includes access to:

- computer with internet access and word processing software
- relevant regulations, codes, standards, workplace policies and procedures
- technical references with current information on building design and construction.

Links

Companion volumes to this training package are available at the VETNet website - <https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=6f3f9672-30e8-4835-b348-205dfcf13d9b>