Draft 0.1

This is our work-in-progress update to CPCCBC6008A Develop and implement an appropriate estimating and tendering system: https://training.gov.au/Training/Details/CPCCBC6008A.

We are working with industry experts to ensure the updated unit:

- meets current and anticipated industry needs
- complies with current Standards for Training Packages
- is written in clear understandable English.

Information on our training package review and development process is available here: http://www.artibus.com.au/project-stage.

Summary of changes from current endorsed unit

Re-templated to meet Standards for Training Packages 2012.

Sequenced Elements and Performance Criteria.

Specified what and how performance is demonstrated in Performance Evidence.

Captured critical Range Statement items and included industry relevant knowledge in Knowledge Evidence.

Stated mandatory conditions and specific requirements for assessment.

CPCCBC6008
Develop and implement an appropriate estimating and tendering system

Application

This unit of competency specifies the skills and knowledge required to develop and implement an appropriate estimating and tendering system. It includes the facilitation and maintenance of an estimating and tendering system in a building and construction organisation involved in residential and/or commercial projects. It supports the establishment of the human resources and facilities necessary to produce accurate and successful tenders in accordance with contractual guidelines.

This unit of competency applies to builders and senior managers within larger building, construction and services organisations who are responsible for managing estimating and tendering systems on complex residential or commercial projects.

Prerequisite Unit

Nil.

Unit Sector

Construction.

Elements and Performance Criteria

1. Identify tendering system inclusions.	1.1	Quantify and qualify strategic economic and social factors impacting on the organisation.
	1.2	Quantify and qualify a range of issues that strategically impact on the organisation's scope of activities.
	1.3	Review and qualify information regarding strategic operational and financial structures within the organisation's needs.
2. Establish and implement organisational tendering system.	2.1	Facilitate and implement design and development of the organisational estimating and tendering system in accordance with legislative and organisational requirements.
	2.2	Establish and disseminate strategic criteria for personnel and processes concerned with estimating and tendering.
	2.3	Obtain endorsement of senior management for implementation of the system.
	2.4	Appoint staff with the necessary expertise and industry knowledge to excel at the tasks involved.
3. Establish and implement a tendering quality control system.	3.1	Identify and apply appropriate financial structures which underpin the tendering process.
	3.2	Facilitate and implement review and feedback system using company project records and performance criteria.

4. Develop and implement a client feedback system.	4.1	Establish and implement communication system to enable effective contact with clients.
	4.2	Plan and strategically implement client feedback system based on price, performance, progress and other strategic factors.
5. Establish a recording and evaluation system.	5.1	Design and implement tender recording system which meets organisational needs for ongoing evaluation of tender performance.
	5.2	Develop and implement strategic balances and checks which enable the ongoing maintenance of quality of the estimating and tendering system.

Foundation Skills

As well as the foundation skills explicit in the performance criteria of this unit, candidates require:

- technology skills to:
  - use digital tools and devices to communicate and collaborate effectively with others
  - use equipment and programs to access, extract information and complex data to analyse for strategic purposes.

Unit Mapping Information

Supersedes and equivalent to CPCCBC6008A Develop and implement an appropriate estimating and tendering system.

Links

Companion Volume Implementation Guide: to be added.

Assessment Requirements for CPCCBC6008A Develop and implement an appropriate estimating and tendering system

Performance Evidence

To demonstrate competency, a candidate must meet the performance criteria of this unit by developing and implementing an estimating and tendering system for a Type A construction project.

In doing this, the candidate must:

- comply with building legislation, codes and standards
- comply with legislative and regulatory requirements and codes of practice relating to the tendering process
- develop conceptual and strategic problem solving systems
- implement management practices which result in high level of staff productivity
- interact effectively with internal and external stakeholders.

Knowledge Evidence

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

- appropriate building and construction industry sector and the nature of the contracts upon which its activities are based
- relevant state or territory building and construction codes, standards and regulations
- factors to be considered in assessing the risk inherent in different types of building and construction projects
- financial and business administration principles commensurate with organisational needs:
    - identifying and interpreting strategic information relating to financial viability
    - accounting methods and systems
    - calculating and apportioning of overheads and margins
    - subcontracting and organisational contracting rates
- human resource practices and the industry's industrial relations climate and practices
- socioeconomic and political factors which determine the climate in that sector of the building and construction industry
- factors impacting on the tender process:
    - legislative and regulatory requirements and codes of practice
    - market rates, trends and technological improvements and variations
    - materials and labour cost determination
    - range of contracts employed by the organisation
    - standard organisational documentation.

Assessment Conditions

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

Assessment of performance must be undertaken in the workplace or in a simulated workplace environment.

Candidates must be provided with:

- government building legislation, codes and standards
- construction and subcontractor contracts
- organisational policies and procedures including workplace safety requirements
- financial and tendering legislation, codes, standards and guidance information
- sufficient equipment and materials to facilitate develop and implement an appropriate estimating and tendering system.

Links

Companion Volume Implementation Guide: to be added.