

APC Foundation  
Program

Procurement

Tender

Contract

Variation

Payment

Professional Diploma in  
**ADVANCED QUANTITY SURVEYING PRACTICE  
& CONTRACTS MANAGEMENT**



**Quantity Surveyor for  
Quantity Surveyors**

# INTRODUCTION

AQS & CM is an experience-sharing programme aimed to build Quantity Surveyors' professional experience from the basic level to the esteemed level. This programme is suitable for fresh graduates, junior QS, intermediate level QS & RICS APC candidates. This programme will cover most aspects of Quantity Surveying including pre-contract management and post-contract management.

**Duration : 4 months**



## **MOST BENEFICIAL FOR**

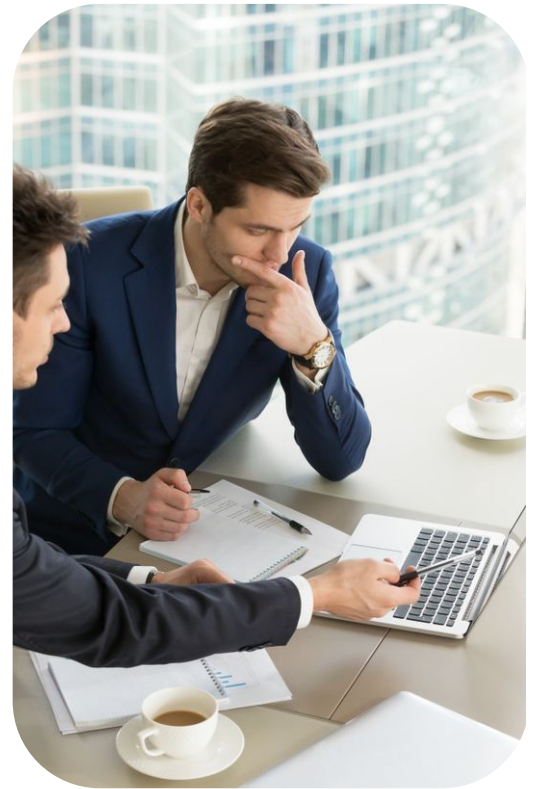
- RICS APC Candidates
- Quantity Surveyors
- Contracts Managers
- Commercial Managers
- Claim Managers
- Estimators
- Project Managers
- Development Managers
- Subcontractors
- Employer's Agent

# LEARNING OUTCOMES

## Pre-contract Management

### Pre-Contract Management

- Feasibility Studies
- Introduction to Principle of Measurement
- Type of Contract
  - Lump Sum Contract
  - Measure & Value Contract
  - Cost reimbursement Contract
- Form of Contract
  - Element of Contract
  - Standard form of Contract
  - Advantage of Standard form of Contract
  - Why amend Standard form of Contract
  - How to choose suitable Standard form of Contract – Case Study
- Procurement Routes
  - Criteria for consideration to choose suitable procurement route
  - Type of Procurement Route
- Tendering
  - Purpose of Tender
  - Types of Tender and Tendering Procedure
  - How to select suitable type of tender for a Project – Case Study
  - Reasons for robust tendering strategies
  - Preparing Tender documents
  - Tender Floating
  - Collecting Tender Documents
  - Tender Receipt and Tender Evaluation
  - Tender Negotiation
  - Tender Report
  - Prepare Contract Documents and Award of the Contract
  - Tendering – Make it Success / Pre-contract Conflict Avoidance
  - E-Tendering
- Contract Award



### Post Contract Management

#### Payments

- Types of Payments
- Interim Payment Application
  - Value of the Works executed
  - Changes in legislation and changes in cost
  - Deduction/Release of Retention
    - Retention Bond
  - Advance payment and repayments
    - Advanced Payment Guarantee
    - Issuance of Advance Payment Certificate
    - Repayment of Advance Payment
  - Plant and Materials
    - Material On-site
    - Material Off-site
- Interim Payment Certification
  - Issue of Interim Payment Certificate
  - Holding the Contractor's Payment
  - Deal with Delay Payments
- Statement at Completion
- Final Account
  - Discharge Letter
  - Issue of Final Payment Certificate
- Performance Bond
- Defect Notification Period Vs Maintenance Period

#### Variations

- Identifying Variations
- Change Control Management
- Contractual Entitlement of the Variation
- Notifying Variation
- Checking Validity of Variations
- Value Engineering
- Provisional Sum



## Benefits of the (AQS & CM) Programme

- Premium Membership benefits of QS4QS
- Employer Referral Support
- Unlock Better opportunities and Salary Hikes
- To Grow Faster in your Professional Life
- To Gain best professional practice
- To Succeed a Professional Interview
- To achieve the Professional Memberships
- Foundation for RICS APC
- Gain Required CPD hours for RICS APC

## Contact Us

*if you wish to join this programme contact:*



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