



## Bids, Contracts, Claims and Arbitration Training

**Course Audience:** Contracts Officers

**Course Duration:** 3 days 6H/Day

**Course Location:**

- ✓ Internal Training: SOFT-SYMBOLS Premises
- ✓ External Training: Client's Premises

**What will you learn?**

**You will learn:**

- ✓ Understand the tendering procedural
- ✓ Types of Tenders
- ✓ Know how to evaluate the successful tender
- ✓ Type of Contracts and their advantages and disadvantages
- ✓ Contents of Contracts
- ✓ How to deal with claims
- ✓ Disputes and Arbitration

**Course Topics:**

**Tendering Procedural Flowcharts According to FIDIC**

- ✓ Establishment of Project Strategy
- ✓ Pre-qualification processes
- ✓ Obtaining Tenders
- ✓ Opening of Tenders
- ✓ Evaluation of Tenders
- ✓ Award of Contract

## **Contracts & Agreements In Construction Industry**

- ✓ Definitions of Contract
- ✓ Legality of Contract
- ✓ Key elements of Contract
- ✓ Contents of Contract
- ✓ Types of Contracts
- ✓ Standard forms of Contracts

## **Claims, Disputes & Arbitration In Construction Industry**

- ✓ Introduction
- ✓ Definitions
- ✓ Classification and legal basis of claims
- ✓ Section 1: Classification by subject
- ✓ Section 2: Claims concerning the existence of a contract
- ✓ Section 3: Claims arising from documentation
- ✓ Section 4: Claims in connection with execution of works
- ✓ Section 5: Claims concerning payment Provisions
- ✓ Section 6: Claims concerning Time
- ✓ Section 7: Claims arising from default, determination
- ✓ Section 8: Presentation and Payments
- ✓ Section 9: Alternative Dispute Resolutions (ADR)

### **Course Requirements by client in case of external training:**

- ✓ Projector
- ✓ White Board

### **Course Fees**

Please call us