



Two Days Intensive Seminar

SBL Claimable Subject to HRDF Approval

Effective & Efficient Construction Contracts Implementation and Administration: Nature, Duties, Powers and Obligations of Employers, Employer's Representatives, Contractors and Construction Professionals

14TH & 15TH JANUARY 2010
JW MARRIOTT HOTEL,
KUALA LUMPUR

Conducted By Distinguished Speaker:
IR. HARBANS SINGH K.S.

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 CLP, DipICarb, P.E.; C. Eng., MIEM, MIMechE;
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Ir. Harbans Singh is a Professional Engineer, Chartered Engineer, Arbitrator, Mediator, Conciliator, Advocate & Solicitor (non-practising). He commenced his career with the PWD before joining an international German consultancy practice with whom he worked locally and then in Koblenz as a designer, resident engineer and contract administrator. Later Ir. Harbans served with a local consultancy firm in various professional capacities.

He is a regular contributor to "The Ingenieur" and other publications and is the recipient of a number of awards including IEM's Tan Sri Hj. Yusoff Prize for an outstanding technical paper (2001), the Cedric Barclay Award and the Chartered Institute of Arbitrator's Award for topping the Diploma in International Commercial Arbitration examination (Oxford 2003).

Ir. Harbans is also a contributor to "The Malaysian Standard Precedents and Forms" and is a regular speaker for seminars and conferences.

Day 1

Module 1: Pre-Contract Award Practice

- Project implementation
- Project brief: preparation, significance and responsibility
- Site investigation: nature, scope, purpose and liability
- Preliminary cost estimate, cost planning and control
- Selecting contract procurement methods
- Tendering procedure / Selection of the contractor
- Preparation of tender documents
- Invitation and receipt of tenders
- Evaluation and acceptance of tenders
- Bonds and guarantees
- Preparation and signing of contract documents

Day 2

Module 2: Post Contract Award Practice

- Post-contract award stage: principal activities / Milestones
- Site possession
- Submittals
- QA/QC, health and safety aspects
- Progress monitoring
- Handling of instructions
- Contract administration
- Delay and extension of time
- Non-completion and damages
- Suspension and determination of contracts
- Completion and handling over of works
- Defects
- Payments
- Variations
- Claims
- Dispute resolution

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REGISTRATION FORM

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EARLY BIRDS: Registration and Payment by 28th December 2009 – RM1488.00 per person

GROUP DISCOUNT: Two or More Persons from same organization – RM1550.00 per person

REGULAR FEE: RM1600.00 per person inclusive of lunch/tea-breaks/valuable seminar materials & **CERTIFICATE**

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The organizer reserves the right to change speakers and/or modify the programme content without prior notice.