



PROCUREMENT AND MATERIALS MANAGEMENT

Construction and Works Procurement

3 day course

Classroom, online or in-house

Course overview

Works procurement differs from buying goods in that the price is an estimate, the scope changes and the supplier occupies your site for months, which is why the tender documents matter more here than anywhere else. This course covers assembling them. Delegates work through procurement strategy and packaging decisions, prequalification and the assessment of financial and technical capacity, and the tender documents including bills of quantities, drawings and conditions. Pricing mechanisms from lump sum through remeasurement to cost reimbursable are covered with their risk implications. Evaluation of an abnormally low bid is addressed directly. Security, guarantees and retention follow. The course closes on contract award, mobilisation and the handover into contract administration.

What you will learn

- Set a works procurement strategy and package the work sensibly
- Prequalify contractors on financial and technical capacity
- Assemble tender documents including quantities, drawings and conditions
- Select a pricing mechanism and understand its risk implications
- Evaluate bids including an abnormally low one
- Apply guarantees, security and retention appropriately
- Award, mobilise and hand over into contract administration

Who should attend

- Procurement staff buying construction and works
- Quantity surveyors and cost managers
- Project and engineering managers
- Public sector infrastructure procurement staff
- Contractors preparing bids

Course outline

- 01 The price is an estimate and the scope will change
- 02 Strategy and packaging
- 03 Prequalification and capacity assessment
- 04 Tender documents and bills of quantities
- 05 Pricing mechanisms and risk
- 06 Bid evaluation and abnormally low bids
- 07 Guarantees, security and retention
- 08 Award, mobilisation and handover

Upcoming dates

Dates	Venue	Format	Fee per delegate
21 to 23 October 2026	Pretoria, South Africa	Classroom	R14,950
16 to 18 November 2026	Johannesburg, South Africa	Classroom	R14,950
2 to 4 December 2026	Online	Online	R6,500
9 to 11 December 2026	Kigali, Rwanda	Classroom	USD 995



Fees and how to register

This 3 day course is **R6,500** per delegate online, **R14,950** in the classroom in South Africa, Botswana, Namibia, Lesotho and Eswatini, and **USD 995** in the classroom elsewhere in Africa. In-house training is quotation on request. Book 2 or more delegates on this course and save 10%.

To register or request an in-house proposal, visit www.afrisciencegroup.com, email info@afriscience.co.za, or WhatsApp us on **+27 63 479 1136**.

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