

1. Title	Master tender specifications and follow tender bidding strategy to charge additional engineering fees
2. Code	EMELPM606A
3. Range	Applicable to project management of electrical works. Master details of tender specifications and the prices of different levels of electrical equipment or services to be sold; follow corporate tender bidding strategy to charge additional engineering fees for documents on additional project items or alterations omitted by the client.
4. Level	6
5. Credit	6
6. Competency	<p style="text-align: center;"><u>Performance Requirements</u></p> <p>6.1 Understand apparent or potential omissions and loopholes in the tender specifications and the tender bidding strategy for the project</p> <ul style="list-style-type: none"> ◆ Understand apparent or potential omissions and loopholes in the tender specifications ◆ Understand the key points for target returns set by the tender bidding strategy <p>6.2 Manage the operation of individual engineering projects in order to maximize the return</p> <ul style="list-style-type: none"> ◆ Follow project operation strategy and master apparent or potential omissions and loopholes in the tender specifications , opportunities and work progress in order to maximize the return ◆ Obtain and enlarge the number of additional works and assess the charged amount in figures ◆ Master the charged amount in figures for work delays ◆ Master the charged amount in figures for work damages and situations resulted ◆ Master additional administrative works, etc. ◆ Follow professional project management requirements to build up the project management file system ◆ Use project management file system to record documents for charging additional engineering fees, including: client's works orders, log book, additional works record (relevant contract specifications and incidents)and quotations, work delay record (relevant contract specifications and incidents) and quotations, work damage record (relevant contract specifications and incidents) and quotations, etc.
7. Assessment Criteria	<p>The integrated outcome requirements of this unit of competency are:</p> <p>(i) Capable to use apparent or potential omissions and loopholes in the tender specifications in order to follow the tender bidding strategy for the project;</p> <p>(ii) Capable to master the status of project operation in order to maximize the return; and</p> <p>(iii) Capable to build up project management file system to properly prepare document records for charging additional engineering fees.</p>
8. Remarks	