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TITLE:

TENDERING PROCESS AND TAKING OFF WORKS

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PRACTICAL TRAINING REPORT

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ABSTACT

Generally, this practical training report clarifies the information about all of the tendering process taking off works of Preserverbina project in Klang, Pulau Langkawi, Melaka & Kuala Lumpur. This practical training report is prepared based on day to day and comprehensive program of the process that I have learnt from my supervisor about tendering process and taking off of substructure and superstructure for building. This practical training report is started with explanation and clarification of company background and background of project. Based on my observation, the tendering document is based on client's satisfaction for the project especially the cost, times of completion and other thing that related to the tender. Furthermore, I have also learn with more detail about takings off quantities which have different method that can be use based on the structure such as beam, column, roof, floor and others element.



CHAPTER 1

INTRODUCTION OF

PRACTICAL

TRAINING