



اَوْنِبُوْرَسِيْتِي تِيكْنُوْلُوْجِي مَارَا
UNIVERSITI
TEKNOLOGI
MARA

**DEPARTMENT OF BUILDING SURVEYING
FACULTY OF ARCHITECTURE, PLANNING AND SURVEYING
UNIVERSITI TEKNOLOGI MARA**

TENDERING PROCESS AT GIATMARA RAUB PAHANG

RABIATUL ADAWIYAH BINTI TALIB
2012613596
DIPLOMA IN BUILDING SURVEYING

PRACTICAL TRAINING REPORT
DISEMBER 2014-APRIL 2015

DECLARATION:

I hereby admit that this report is the result of my own efforts, except for the certain parts that are attached from sources that specified in reference chapter.

Prepared By:

.....
(RABIATUL ADAWIYAH BINTI TALIB)

Date:

Approved By:

.....
(DR MOHD FADZIL BIN MAT YASIN)

Date:

TABLE OF CONTENT

CONTENT	PAGES
LIST OF FIGURE	i
LIST OF CHART	ii
LIST OF TABLE	iii
ABSTRACT	iv
ACKNOWLEDGEMENT	v
CHAPTER 1 : PRACTICAL TRAINING	1
1.1 INTRODUCTION	2
1.2 OBJECTIVE OF PRACTICAL TRAINING	3
1.2.1 PURPOSE OF PRACTICAL TRAINING	4
1.3 CHRONOLOGY OF PRACTICAL TRAINING	5 & 6
1.4 SIGNIFICANT OF PRACTICAL TRAINING	7
CHAPTER 2 : COMPANY BACKGROUND	8
2.1 INTRODUCTION OF COMPANY	9&10
2.2 ACHIEVEMENT OF GIATMARA	11
2.3 COMPANY ORGANISATION CHART FOR KKLW	12
2.4 COMPANY ORGANISATION FOR GIATMARA	13
2.5 DEPARTMENT OF PROJECT AND PROCUREMENT	14
2.6 GIATMARA OFFICE BRANCHES AND COURSES PROVIDED	15-54
2.7 COMPANY LOCATION	55
2.8 COMPANY LOGO	56 & 57
2.9 LIST OF CURRENT JOBS	58-60
CHAPTER 3 : LITERATURE REVIEW	61
3.1 CONDITIONS OF TENDERING	62-65
3.2 TYPES OF TENDER USED AT GIATMARA	66

ABSTRACT

This project report is to present the tendering process for slopes and fences repair work at GIATMARA Raub. Slopes and fences are very important as it is used to protect the buildings from any miscellaneous and distractions. The falling slopes and fences were due to the heavy rain and soil movement. For this report, it will include the tendering process on choosing the best contractor base on their requirements the lowest price. The contractor also should include all the required certificate. This report is based on my experience during practical training when visited the site. Most information is gathered from all personnel that involved inside construction and at the head quarters. The site chosen are GIATMARA Raub, Pahang

ACKNOWLEDGEMENT

I would like to thank Associate Lecturer Dr Mohd Fadzil bin Md Yassin of the Faculty of Building Surveying, Universiti Teknologi MARA who has reviewed and given commitments, comprehensive and generous advice towards accomplishment of this practical report. Great thank to En Mohd Hazim bin Hassan my supervisor and all the staff who contribute a lot in this internship training.

I also thanks to both of my parents and family for supporting me during my practical training at this company. Otherwise, it is quite impossible for me to accomplish my report.