



# The Aqua Group Guide to Procurement, Tendering & Contract Administration

*Mark Hackett, Ian Robinson, Gary Statham*

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The period from starting a college course to successful completion of professional examinations represents a long and steep learning curve. The range of skills and the knowledge required to perform work efficiently and effectively might, at first, seem rather daunting. This guide will provide you with sufficient understanding and hold you in good stead for your early years in professional practice.

The Aqua Group Guide to Procurement, Tendering and Contract Administration is the merging of three established textbooks written by the Aqua Group - a highly respected group of architects and quantity surveyors. It has been edited, enlarged and updated into a single volume by Davis Langdon and now covers the entire building process from inception through to final account.

With clear and thorough explanations by practising professionals from this distinguished practice, you are taken through self-contained chapters covering the detail of:

- \* the briefing stage;
- \* procurement methods;
- \* tendering procedures; and
- \* contract administration.

Throughout, the emphasis is on current best practice and the book draws from the widely used Joint Contracts Tribunal (JCT) series of contracts, notably the 2005 edition of the Standard Building Contract.

This authoritative guide provides a detailed account of the building team's roles and responsibilities, and industry practice required to ensure that projects meet clients' expectations in respect of time, cost and quality.

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