

Domain	PLUMBING	Unit ID: 1918
Title:	Plan and prepare quotations, complete tender documents for plumbing projects and products	
Level: 4		Credits: 4

Purpose

This unit standard is intended for those who Plan and prepare quotations, complete tender documents for plumbing projects and products. People credited with this unit standard are able to determine the types, quantities and cost of labour and materials required for plumbing projects and products, organise quotations and complete tender documentation for plumbing projects and products.

This unit standard is intended for those who work as plumbers.

Special Notes

1. Entry information:
 - Prerequisite
 - 439 Perform basic estimations, measurements and calculations as part of plumbing operations
 - 449 Perform calculations related to plumbing operations
 - 454 Read and interpret basic building drawings as part of plumbing operations
 - 440 Plan and organise as part of plumbing operation or demonstrated equivalent knowledge and skills.
2. To demonstrate competence, at a minimum, evidence is required of determining and estimating the quantities and costs of the required labour and materials for three (3) different plumbing projects/products.
3. Tools, equipment, accessories and materials, may include but are not limited to calculators, schedules, formats and instructions for the estimation cost quantities and costs and the preparation of quotations.
4. Assessment evidence may be collected from a real workplace, or simulated real workplace or an appropriate simulated realistic environment in which plumbing operations are carried out.
5. Performance of all elements in this unit standard must comply with all relevant workplace requirements and/or manufacturers' specifications.
6. Regulations and legislation relevant to this unit standard include the following:
 - Labour Act No. 11 of 2007
 - Regulations relating to the health & Safety of employees at work under Schedule 1 (2) of the Labour Act No.11 of 2007 and all subsequent amendments

Quality Assurance Requirements

This unit standard and others within this subfield may be awarded by institutions which meet the accreditation requirements set by the Namibia Qualifications Authority and the Namibia Training Authority and which comply with the national assessment and moderation requirements. Details of specific accreditation requirements and the national assessment arrangements are available from the Namibia Qualifications Authority and the Namibia Training Authority on www.nta.com.na.

Elements and Performance Criteria

Element 1: Determine the types, quantities and cost of labour and materials required for plumbing projects and products

Performance criteria

- 1.1 Specification for plumbing projects and products are determined from plans, drawings and client instructions.
- 1.2 Types and quantities of materials required for plumbing projects and products are calculated and recorded in line with workplace procedures.
- 1.3 Labour and other requirements needed for plumbing projects and products are determined and costed in line with workplace procedures.

Element 2: Organise quotations and complete tender documentation for plumbing projects and products

Performance criteria

- 2.1 Quotations are prepared in line with workplace procedures.
- 2.2 Quotations are presented and explained to clients in line with workplace procedures.
- 2.3 Tender documents, incl. bill of quantities, are prepared in line with requirements.

Registration Data

Subfield:	Civil and Building Services Engineering
Date first registered:	15 November 2007
Date this version registered:	31 May 2018
Anticipated review:	2023
Body responsible for review:	Namibia Training Authority