



**UNITED REPUBLIC OF TANZANIA**  
**MINISTRY OF FINANCE AND PLANNING**



**PROCUREMENT AND SUPPLIES PROFESSIONALS AND TECHNICIANS BOARD**

**PUBLIC NOTICE**

***FIVE DAYS WORKSHOP ON CONSTRUCTION MANAGEMENT PROJECTS  
FOR NON – ENGINEERS - PROCUREMENT PERSPECTIVE***

***VENUE: MWANZA CITY***

***DATES: 25<sup>TH</sup> - 29<sup>TH</sup> APRIL, 2022***

**1. Workshop outcome**

Participants will be able to develop capacity to manage procurement construction projects.

**2. Who should attend?**

- (a) Members of the Tender Board
- (b) Heads of department
- (c) Procurement Managers
- (d) Supplies Managers
- (e) Project Managers
- (f) Planning Officers
- (g) Procurement officers
- (h) Supplies Officers
- (i) Auditors
- (j) Engineers
- (k) Legal Officers
- (l) Any interested parties

**3. Workshop Contents**

- (a) Construction management definition
- (b) Understanding engineering (civil) projects
- (c) The building team and their roles under traditional contracting method. The process: conception, feasibility study, site investigation, design, procurement, construction and maintenance
- (d) The process: conception, feasibility study, site investigation, design, procurement, construction and maintenance
- (e) Preparation of tender documents and evaluation of tenders
- (f) Contract formation (including negotiation), drafting, contract conditions

- (g) Construction stages: commencement, management of quality, time, cost and scope. General provisions (conditions, contract documents, risk management, settlement of disputes) and contract closure.

#### **4. Course fee:**

**Tshs. 800,000/=** per participant to cover participation fee, training materials, tea/coffee and lunch. Please confirm your participation before **22<sup>nd</sup> April, 2022** through the below emails and mobile numbers.

#### **5. Application:**

Apply online for this **EVENT** via **PSPTB Online Registration System (ORS)**.

Click this link <https://registration.psptb.go.tz/> to register.

#### **6. Protective measures against Covid-19**

All protective measures will be taken as per Ministry of Health, Community Development, Gender, Elderly and Children directives. The space available is only for 30 participants, early confirmation is encouraged.

**NB:**

- (a) All participants will be required to wear masks during training sessions.
- (b) All participants should come with LAPTOPS.
- (c) Participation fee should be paid in advance.

#### **FOR FURTHER DETAILS, CONTACT:**

Executive Director,  
PSPTB,

P. O. Box 5993,

**DAR-ES-SALAAM.**

**Mobile: 0738441971/0622731514**

**Email:** [info@psptb.go.tz](mailto:info@psptb.go.tz) or [professionals@psptb.go.tz](mailto:professionals@psptb.go.tz)

