

Detailed Teaching Plan

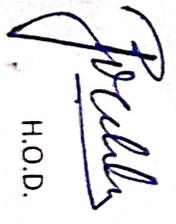
Lecture No.	Unit No	Topics to be covered	Planned Date	Execution Date	Remark
UNIT-1 Execution of work by Govt. Department					
1	1	1.1 Organization-Major departments executing civil works, Structure of departments	7/1/25	15/1/25	
2		1.2 Procedure of initiating the work-Detailed Project Report (DPR),	9/1/25	22/1/25	
3		Administrative approval, technical sanction, budget provision, land acquisition	10/1/25	24/1/25	
4		1.3 Methods used in for carrying out works-contract method and departmental method	13/1/25	27/1/25	
5		Measurement Books, Nominal Muster Roll, Imprest Cash, indent,	15/1/25	29/1/25	
6		1.4 Different types of accounting papers - Invoice, Bills, Vouchers, Cash Book, Temporary advance.	16/1/25	30/1/25	
Unit 2 Contract					
7	2	2.1 Definition of contract objects of contract, requirements of valid contract, Class of contractor, Registration of contractor.	17/1/25	31/1/25	
8		2.2.1 Separated Contract-Lump sum contract, Measurement contract - item rate contract,			
9		2.2 Classification of civil engineering contract	20/1/25	3/2/25	
		2.2.2 Management Contract-construction management contract, percentage rate contract, cost plus percentage contract.	22/1/25	5/2/25	
		Design, Management and construction Contract			
		2.2.3 Integrated Contract - Design-Build, Turnkey, BOT and BOOT contract.			
10		secured advance, on account payment, first and final payment,	23/1/25	6/2/25	
		2.3 Mode of payment to the contractor - Interim payment and its necessity, Advance payment,	24/1/25	7/2/25	
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12	retention money, reduced rate payment, petty advance, mobilization advance.			
13	<u>Unit-3 Tender Process</u> 3.1 Definition of Tender, necessity of Tender, Types of tenders, Tender Notice, points to be included while drafting Tender Notice. 3.2 Meaning of terms: Earnest money, security deposit, validity period, corrigendum to tender notice and its necessary. 3.3 Tender documents - Contract drawings, specifications, General Conditions of contract, Special conditions of contract, bill of quantities. 3.4 Bidding Process-Pre-qualification process, Notice inviting tender, Submission of bids, Analysis of submitted tenders, basis for evaluation and acceptance, Letter of Intent, Work Order, agreement, PWD contract conditions	27/1/25	10/2/25	
14		29/1/25		
15		30/1/25	17/02/25	
16		3/1/25	17/2/25	
17	<u>Unit-4 Planning and Scheduling</u> 4.1 Identifying broad activities in construction work & allotting time to it, Methods of Scheduling 4.2 Development of bar charts, Merits & limitations of bar chart. 4.3 CPM networks, activity time estimate, Event Times by forward & backward pass calculation, start and finish time of activity, project duration. Floats: Types of Floats-Free, independent and total floats, critical activities and critical path, Purpose of crashing a network, Normal Time and Cost, Crash Time and Cost, Cost slope, Optimization of cost and duration. 4.4 PERT-Introduction to PERT	2/2/25	19/02/25	
18		5/2/25	20/2/25	
19		5/2/25	21/2/25	
20		6/2/25	24/2/25	
21	4	7/2/25	1/3/25	
22		10/2/25	1/3/25	
23		13/2/25	3/3/25	
24		14/2/25	4/3/25	
23	4	20/2/25	6/3/25	
24		21/2/25	10/3/25	

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25	4.5 Project Monitoring and Control System-Updating bar chart and CPM/PERT, Monthly progress report, stage wise completion cost.		24/2/25	12/3/25	
26		Unit-5 Material Management	27/2/25	26/3/25	
27	5 5.1.1 Material Management- Ordering cost, inventory carrying cost, Economic Order Quantity (a) store management, various records related to store management, inventory control by ABC technique, Introduction to material procurement through portals (b) Safety and Labour Welfare 5.2.1 Safety in Construction Industry-Causes of Accidents, Remedial and Preventive 5.2.2 Labour welfare and Laws, Acts pertaining to Civil construction activities- (Introduction only) Building and other Construction Workers (Regulation of Employment and Conditions of Services) Act 1996 and Central Rules 1998		28/2/25	2/04/25	?
28			6/3/25	3/04/25	
29			7/3/25	4/4/25	
30			10/3/25	4/4/25	
31			17/3/25	4/4/25	
			19/3/25	9/4/25	
			20/3/25		
			21/3/25		
			24/3/25	11/4/25	3
32			26/3/25		
		27/3/25	19/4/25		

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