

Indian Institute of Technology, Kanpur  
Proposal for Course

**Course No. :** 6xxx

**Course title:** Contract Management

**Pre-requisite(s):** Instructor consent

**Credits:** L-T-P-A[C] :3-0-0-0[5]

**Semester:** Even/Odd

**Department/IDP:** Civil Engineering

**Instructor(s):** Prof Srinivas Mantrala

**Estimated student enrolment:** Approximately 20

**Level of the course (students who can take this course):** Graduate / Departmental elective

**Departments to which the proposed course will be of interest:** Civil Engineering

**Other faculty members interested in teaching the proposed course:** Prof Sudhir Misra

**Course Objectives:**

- The course introduces the brief process of execution of works and procurement of materials through contracts with emphasis on different modes of execution, types of bids, parties for the contract and the required ethics.
- Present a brief over view of the applicable laws like Indian Contract Act, Arbitration and Reconciliation Act etc
- Present the structure and broad content of the bid documents in relation with the applicable laws.
- Present the following processes being followed by various departments with case studies:
  - Bid evaluation
  - Entering into the contract
  - Managing contracts
  - Managing the change requests
  - Dispute resolution

**Course Contents:**

S.No	Topic for Lecture / Course	Duration (hrs)
1	Introduction	2
2	Terminology, Applicable Laws and Important Documents	2
3	Format / Ingredients of bid documents	4
4	Bid Submission and Evaluation	2
5	Signing of Contract and Operation of Contract	1
6	Change Requests	2
7	Delay Analysis - Extension of Time	2
8	Dispute Resolution Process	2
9	Administrative Procedures to avoid or mitigate disputes	1
10	Contract Management – Case Studies	2
11	Arbitration – Case Studies	1
	Total	21

**Short summary for including in the Courses of Study Booklet:**

The emphasis of the course is on the contract management. Initially, the course introduces brief process of execution of works and procurement of materials through contracts with emphasis on different modes of execution, types of bids, parties for the contract and the required ethics. Subsequently the course delves into the applicable laws and their judicious use in the preparation of bid documents. The bid evaluation process and contracting process will be explained. The key aspects of contract management will be explained with emphasis on change requests and extension of contracts based on delay analysis. Then the course delves into Dispute resolution process and the importance of avoiding disputes and administrative measures to be taken to avoid the disputes. Case studies related to Contract Management and Arbitration will be presented for the better application of the applicable laws and contract conditions.

**Recommended books:**

1. Indian Contract Act, 1872
2. Arbitration and Conciliation Act
3. Limitation Act
4. Evidence Act
5. Brief Introduction to General Conditions of Contract of CPWD, MES, Indian Railways, MORTH/National Highways, FIDIC
6. Laws for Engineers by Vandana Bhatt and Pinky Vyas
7. Construction Law by Julian Bailey

**Other remarks:** NilDated: 6<sup>th</sup> March 2024

Proposer: Srinivas Mantrala