

<b>Title</b>	<b>Demonstrate knowledge of selling boats by tender</b>		
<b>Level</b>	<b>3</b>	<b>Credits</b>	<b>2</b>

<b>Purpose</b>	People credited with this unit standard are able to: describe the procedure for initiating the tender process for the sale of boats; describe the process for handling tender documents; and explain the procedure for following up the tender process.
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<b>Classification</b>	Boating Industries > Marine Sales and Services
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<b>Available grade</b>	Achieved
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<b>Prerequisites</b>	Unit 11765, <i>Explain principles of law and ethics applying to boat brokerage and the sale of boats on behalf of owners</i> , or demonstrate equivalent knowledge and skills.
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## Guidance Information

### References

Property Law Act 2007, Fair Trading Act 1986, Consumer Guarantees Act 1993, and any subsequent amendments.

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## Outcomes and performance criteria

### Outcome 1

Describe the procedure for initiating the tender process for the sale of boats.

### Performance criteria

- 1.1 Describe the process for the preparation and execution of tender documents in accordance with legal requirements.

**Range** tender documents – authority to tender, description of goods, terms and conditions of tender, tender form;  
 legal requirements – Contractual Remedies Act 1979, Illegal Contracts Act 1970, Contractual Mistakes Act 1977, Property Law Act 2007, Contracts (Privity) Act 1982.

- 1.2 The procedure for producing and placing advertisements and notices of tender are described in terms of achieving desired coverage and agreement with the vendor.

Range description of goods, location of goods, inspection opportunities, notice of closure, deposit requirements, disclaimers (not necessarily any or highest tender accepted, capability to sell prior to tender closure).

- 1.3 The process of preparing boats for viewing is described in terms of the procedural steps agreed with the vendor.

## Outcome 2

Describe the process for handling tender documents.

### Performance criteria

- 2.1 The process for receiving and maintaining confidentiality of tender documents is described in terms of legal requirements and the conditions of tender.
- 2.2 The process for communication with tenderers prior to closure is described in terms of confidentiality requirements.

## Outcome 3

Explain the procedure for following up the tender process.

### Performance criteria

- 3.1 The process for notifying parties is described in accordance with the authority to tender and the tender documents.
- Range vendor, successful and unsuccessful tenderers.
- 3.2 The process for negotiating between the vendor and unsuccessful tenderers when the successful tenderer fails to complete the purchase, is described in accordance with the terms of the tender documents.
- 3.3 The process for completing the sale of the boat is described in accordance with the tender document.

<b>Replacement information</b>	This unit standard replaced unit standard 11764.
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<b>Planned review date</b>	31 December 2020
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**Status information and last date for assessment for superseded versions**

Process	Version	Date	Last Date for Assessment
Registration	1	28 March 2001	N/A
Rollover and Revision	2	20 March 2009	N/A
Rollover and Revision	3	31 May 2018	N/A

<b>Consent and Moderation Requirements (CMR) reference</b>	0136
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This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

**Comments on this unit standard**

Please contact the NZ Marine and Composites ITO [training@nzmarine.com](mailto:training@nzmarine.com) if you wish to suggest changes to the content of this unit standard.