
**Buildings and civil engineering
works — Vocabulary —**

**Part 2:
Contract terms**

*Bâtiments et ouvrages de génie civil — Vocabulaire —
Partie 2: Termes relatifs aux marchés*





COPYRIGHT PROTECTED DOCUMENT

© ISO 2014

All rights reserved. Unless otherwise specified, no part of this publication may be reproduced or utilized otherwise in any form or by any means, electronic or mechanical, including photocopying, or posting on the internet or an intranet, without prior written permission. Permission can be requested from either ISO at the address below or ISO's member body in the country of the requester.

ISO copyright office
Case postale 56 • CH-1211 Geneva 20
Tel. + 41 22 749 01 11
Fax + 41 22 749 09 47
E-mail copyright@iso.org
Web www.iso.org

Published in Switzerland

Contents

	Page
Foreword	iv
Introduction	v
1 Scope	1
2 Vocabulary structure	1
3 Base terms	1
4 Project information	2
5 Design stage	3
6 Tendering	3
7 Contracts	5
8 Financial terms	8
9 Construction stage	12
10 Parties involved in projects	14
11 Miscellaneous terms	17
Annex A (informative) Alphabetical index of US synonyms	18
Bibliography	20

Foreword

ISO (the International Organization for Standardization) is a worldwide federation of national standards bodies (ISO member bodies). The work of preparing International Standards is normally carried out through ISO technical committees. Each member body interested in a subject for which a technical committee has been established has the right to be represented on that committee. International organizations, governmental and non-governmental, in liaison with ISO, also take part in the work. ISO collaborates closely with the International Electrotechnical Commission (IEC) on all matters of electrotechnical standardization.

The procedures used to develop this document and those intended for its further maintenance are described in the ISO/IEC Directives, Part 1. In particular the different approval criteria needed for the different types of ISO documents should be noted. This document was drafted in accordance with the editorial rules of the ISO/IEC Directives, Part 2 (see www.iso.org/directives).

Attention is drawn to the possibility that some of the elements of this document may be the subject of patent rights. ISO shall not be held responsible for identifying any or all such patent rights. Details of any patent rights identified during the development of the document will be in the Introduction and/or on the ISO list of patent declarations received (see www.iso.org/patents).

Any trade name used in this document is information given for the convenience of users and does not constitute an endorsement.

For an explanation on the meaning of ISO specific terms and expressions related to conformity assessment, as well as information about ISO's adherence to the WTO principles in the Technical Barriers to Trade (TBT) see the following URL: Foreword - Supplementary information

The committee responsible for this document is ISO/TC 59, *Buildings and civil engineering works*, Subcommittee SC 2, *Terminology and harmonization of languages*.

This second edition cancels and replaces the first edition (ISO 6707-2:1993), which has been technically revised.

ISO 6707 consists of the following parts, under the general title *Buildings and civil engineering works — Vocabulary*:

- *Part 1: General terms*
- *Part 2: Contract terms*

Introduction

With the growth in the number of international construction projects and the development of the international market in construction products, there is an increasing need for agreement on a common language.

ISO 6707-1 defines general terms related to buildings and civil engineering works. This part of ISO 6707 defines terms related to contracts for buildings and other types of construction works. This part will make the preparation of contracts between contractors and clients easier.

The terms in this part of ISO 6707 are

- fundamental concepts, which can be the starting point for more specific definitions,
- more specific concepts used in several areas of contracts such as project information, financial information, and life cycle stages,
- concepts from related concept fields used additionally in building and civil engineering and designated by borrowed terms.

Buildings and civil engineering works — Vocabulary —

Part 2: Contract terms

1 Scope

This part of ISO 6707 defines terms applicable to contracts related to buildings and civil engineering works.

2 Vocabulary structure

The terms are arranged within categories to allow ready comparison of related concepts.

Where a preferred term designates more than one concept, each concept has been treated in a separate entry with a note to entry included to acknowledge the homonymy created, and a reference included to the other term entry.

Where a preferred or admitted term is specific to a particular English-speaking country, e.g. the United States of America, etc.; this has been given in bold type following the international preferred term and annotated by the respective country code. Where no preferred terms are listed indicating usage in specific geographical location, this signifies that the international preferred term is the accepted term in the English-speaking countries. A term following the preferred term not given in boldface type is an admitted (non-preferred) synonym. Country codes are also assigned to these terms.

In most countries, synonyms and alternative spellings exist for the preferred terms used in this part of ISO 6707. To facilitate a ready comparison with US synonyms and alternative spellings, these are given in [Annex A](#).

Where terms in definitions are defined in this standard, the relevant terms are in italics, and the term number is given after the relevant term. Where terms in definitions are defined in ISO 6707-1, the terms are also in italics but no term number is given.

3 Base terms

3.1

brief

program, US

document that states the requirements for a *project* (3.8)

3.2

feasibility study

evaluation of a proposed *project* (3.8), the practicability of its achievement and the design, financial, economic, social, and environmental implications

3.3

plan of work

staging plan, US

project plan, US

document that details principal *stages* (3.4) in the design, *construction work* and *maintenance* of a *project* (3.8) and that identifies the main tasks and people

[SOURCE: ISO 6707-1:2014, 7.2.7]

3.4

stage
phase, US

distinct period in a *project* (3.8) used as a management tool

Note 1 to entry: The situation in which some stages are designated as phases is not consistent in English-speaking countries and between countries, see more specific terms, e.g. design development stage US (5.3), design development phase US (5.1).

3.5

phase
stage, US

portion of work that arises from splitting up a *project* (3.8) in accordance with a definite *programme* (9.5) or agreement

Note 1 to entry: The situation in which some phases are designated as stages is not consistent in English-speaking countries and between countries, see more specific terms, e.g. design development stage US (5.3), design development phase US (5.1).

[SOURCE: ISO 6707-1:2014, 7.2.6, modified – “Note 1 to entry” added]

3.6

tender
bid, US

written offer to *execute* (9.1) at a stated *price* (8.5) or rate an order for the supply of goods or services, or the execution of works under given conditions

3.7

contract

legally enforceable agreement to supply goods, *execute* (9.1) work, or provide services

3.8

project

contractual means by which a *construction works* or part of it is *executed* (9.1)

4 Project information

4.1

project specification
specifications, US

specification (4.2) for a specific *project* (3.8) that prescribes the *construction work* and the *materials* to be used

[SOURCE: ISO 6707-1:2014, 7.2.8]

4.2

specification

document that sets out detailed requirements to be satisfied by a *product, material, process* or system, and the procedures for checking conformity to these requirements; or that sets out the *properties* of a product

4.3

schedule

document in the form of a table, or that gives details of items or tasks to be performed

4.4

completed phase

phase (3.5) that the parties agree has been *completed* (9.6)

4.5**conditional phase****extra work**, USsupplementary *phase* (3.5) carried out only if the *client* (10.1) approves**5 Design stage****5.1****pre-contract stage****design development phase**, US*stage* (3.4) covering events up to the point when a *contract* (3.7) is placed**5.2****sketch plan stage****schematic design phase**, US

conceptual stage, US

stage (3.4) at which alternative outline proposals are evaluated and a preferred solution produced sufficiently to obtain *client* (10.1), user and statutory approval, and then developed into a design solution fully integrated with constructional, structural, and *service* requirements

Note 1 to entry: In the UK, it is usual to divide this stage into two: outline design stage, and final sketch or scheme design stage.

5.3**detail design stage****design development stage**, US*stage* (3.4) at which the *architect* (10.23) or *engineer* (10.24) moves from approved scheme designs to the detailed documents, preparatory to *contract* (3.7) preparation**5.4****drawing**technical *information* given to information carrier; graphically presented, usually to scale, in accordance with agreed rules

[SOURCE: ISO 6707-1:2014, 7.2.10]

5.5**model**three-dimensional representation, often simplified, of a *project* (3.8) or part of a project**6 Tendering****6.1****tendering****bidding**, USprocess of obtaining *tenders* (3.6), with the intention of forming a *contract* (3.7) with one or more of the *tenderers* (10.31)**6.2****invitation to tender****invitation to bid**, USprocess of making a formal request to firms, publicly or formally to submit a *tender* (3.6)**6.3****competitive tendering****competitive bidding**, US*tendering* (6.1) in which the *contract* (3.7) is normally awarded to the *contractor* (10.5) who submits the *tender* (3.6) that is most advantageous to the *client* (10.1), assessed using pre-determined criteria

6.4

open tendering
open bidding, US

competitive tendering (6.3) when any suitable person or firm can submit a *tender* (3.6)

Note 1 to entry: In the US, open bidding can also be to a select group of bidders (pre-qualified) and the award (opening) of the actual bids (3.6) can be open to the public.

6.5

selective tendering
selective bidding, US

competitive tendering (6.3) when a limited number of persons or firms are invited to submit a *tender* (3.6)

6.6

two-stage tendering
two-stage bidding, US

tendering (6.1) in which *contractors* (10.5) submit two *tenders* (3.6) in sequence, with the final selection taking place after negotiation or design input

6.7

sequential tendering
sequential bidding, US

tendering (6.1) in which only pre-planned elements are priced in detail so that *construction work on site* can start before the design is complete

6.8

serial tendering
serial bidding, US

tendering (6.1) in which *contractors* (10.5) are asked to state terms and conditions under which they would agree to undertake a series of *projects* (3.8) over a period of time

6.9

alternative method tender
alternate bid, US

tender (3.6) to carry out work in a different way or to substitute *materials* different from that proposed in the tender documents to effect the same result

6.10

tender sum
contract amount, US

sum stated in a *tender* (3.6)

Note 1 to entry: In the US, there is a homograph for the term “contract amount”. See 8.16.

6.11

bill of quantities
bill of materials, US

document for tendering (6.1), usually prepared in a standard form, comprising both a descriptive list of quantities of works and descriptions of the materials, workmanship and other matters required for a construction works

[SOURCE: ISO 6707-1:2014, 7.2.9]

6.12

priced bill of quantities
schedule of values, US

bill of quantities (6.11) that contains a *contractor's* (10.5) rates extended and totalled to provide the *tender* (3.6)

6.13**provisional item
checking, US**

item in a *bill of quantities* (6.11) for which the *quantities* are subject to re-measurement

6.14**preamble**

statement concerning *materials* and workmanship that precedes either the measured items in a *bill of quantities* (6.11) or the separate descriptions of workmanship in a *project specification* (4.1)

6.15**preliminaries**

part of a *bill of quantities* (6.11) or *project specification* (4.1) referring to the *contractor's* (10.5) general obligations rather than to the *construction work*

Note 1 to entry: Among the subjects referred to are *site* use, facilities, and security.

6.16**acceptance**

act of agreeing to a *contractor's* (10.5) offer or *tender* (3.6) thereby creating a binding *contract* (3.7)

6.17**letter of intent**

communication from the *client* (10.1) to the *tenderer* (10.31) stating that they propose to enter into an agreement with the tenderer

7 Contracts**7.1****design and construct contract****design/build, US CA**

package deal, US

contract (3.7) based on a *brief* (3.1) provided by the *client* (10.1) under which the *contractor* (10.5) designs a *project* (3.8) and *constructs* it

7.2**develop and construct contract****fast track contract, US**

contract (3.7) based on a scheme design prepared by the *client* (10.1) under which a *contractor* (10.5) produces production *drawings* (5.4) and *constructs*

7.3**negotiated contract**

contract (3.7) based on financial and other terms that have been discussed and agreed between a *client* (10.1) and a *contractor* (10.5)

7.4**management contract****management fee contract, US**

contract (3.7) under which a *contractor* (10.5) provides consultation during and after the *design stage* (3.4), being responsible for planning and managing all post-contract activities on *site* and for the performance of the whole contract

7.5**professional service contract**

contract (3.7) for professional services, typically those related to design and consultancy services

7.6

labour-only contract

labor-only contract, US

contract (3.7) for the supply of labour (10.22)

7.7

public works contract

contract (3.7) between a public body and a contractor (10.5) to carry out construction work

7.8

serial contract

contract (3.7) that is one of a series planned for execution (8.1) over a stipulated period

7.9

initial phase contract

contract (3.7) for the execution (9.1) of the first phase (3.5) of a project (3.8) in which, if further phases proceed, the same contractor (10.5) will be required to carry them out

7.10

cost reimbursement contract

contract (3.7) based on cost (8.1) expended

7.11

cost plus contract

cost reimbursement contract (7.10) under which the contractor (10.5) is paid for his actual expenditure plus a percentage or other sum as previously agreed

7.12

target cost contract

estimated cost contract, US

percentage contract, US

cost reimbursement contract (7.10) under which a preliminary target cost (8.1) is estimated and, on completion (9.6) of the work, the difference between the target cost and the actual cost is apportioned between client (10.1) and contractor (10.5) on an agreed basis

7.13

firm price contract

GMP contract, US

contract (3.7) under which the price (8.5) cannot be amended despite changes in economic conditions

7.14

variation of price contract

escalation contract, US

contract (3.7) under which the price (8.5) is amended to reflect changes in economic conditions

7.15

formula variation of price contract

unit cost contract, US

variation of price contract (7.14) in which the price (8.5) is amended by the application of a previously agreed formula

7.16

fixed price contract

lump sum contract, US

contract (3.7) under which the contract sum (8.16) is given in a tender (3.6) or is based on a schedule of rates (7.28)

Note 1 to entry: The *final sum (8.14)* can be amended due to changes in economic conditions.

Note 2 to entry: In the US, there is a homograph for the term “lump sum contract”. See 7.17.

7.17**lump sum contract**

fixed price contract (7.16) based on a single tendered amount

Note 1 to entry: In the US, there is a homograph for the term “lump sum contract”. See 7.16.

7.18**term contract**

contract (3.7) that enables the *client* (10.1) to order work during a prescribed period at agreed rates

7.19**measured term contract**

term contract (7.18) based on a *schedule of rates* (7.28); the *construction work* is measured subsequently

7.20**measurement contract****payment contract, US**

contract (3.7) in which the *contract sum* (8.16) is ascertained on *completion* (9.6) by measuring the *construction work* done and valuing it on the basis of an agreed *schedule of rates* (7.28)

7.21**sub-contract**

subordinate *contract* (3.7) under which *construction work* is carried out by someone other than a party to the main contract

7.22**contract document**

document that forms part of a *contract* (3.7)

7.23**condition of contract****requirement, US**

one of the detailed provisions incorporated in a *contract* (3.7) laying down the rights and duties of the parties or the functions of the people connected with the contract or the procedures for administering the contract

7.24**conditions of contract**

document that contains the detailed provisions incorporated in a *contract* (3.7), laying down the rights and duties of the parties, the functions of the people connected with the contract and the procedures for administering the contract

7.25**abstract of particulars****general conditions, US**

supplemental general conditions, US

supplement to the *conditions of contract* (7.24) that provides information on people involved, periods of *construction*, and *maintenance*

7.26**articles of agreement****client-contractor agreement, US**

preliminary section of a *contract* (3.7) setting out the basic elements on which the parties have agreed

Note 1 to entry: Examples of basic elements are the names of parties, location, scope, sums payable.

7.27**contract period**

period stipulated in a *contract* (3.7) for the *execution* (9.1) of *construction work* or during which a service will be provided

7.28

schedule of rates

contractual basis for valuing *construction work*, consisting of a series of descriptive items detailing construction work to be done by a *contractor* (10.5), and against each of which a money value is entered by him or consisting of an officially recognized list of descriptive items detailing construction work and the *price* (8.5) for each

7.29

determination

act by one of the parties of bringing a *contract* (3.7) to an end before its *completion* (9.6) under a condition of *contract* (7.23) or on grounds of a fundamental breach by the other party

7.30

bonus clause

provision in a *contract* (3.7) for additional payment to the *contractor* (10.5) for *completing* (9.6) the *construction work* prior to the stipulated date or for exceeding production targets

7.31

arbitration

formal procedure outside the courts, but having legal force for the settlement of a dispute by one or several persons agreed to by the parties concerned

7.32

accepted risk

risk specified in the *contract* (3.7) for which the *client* (10.1) accepts liability

8 Financial terms

8.1

cost

amount paid (or to be paid) by a purchaser for *material, product, service, or completed* (9.6) work

[SOURCE: ISO 6707-1:2014, 9.3.85]

8.2

cost index

number expressing the value of economic factors of a *product* service in relation to the respective value at a reference point

8.3

cost limit

gross maximum price, US

sum of money within which the *client* (10.1) requires a *project* (3.8) to be *constructed*

8.4

life-cycle cost

cost (8.1) of an asset or its parts throughout its life cycle, while fulfilling its performance requirements

[SOURCE: ISO 15686-5:2008, 3.1.7. modified – the initialism LCC as another preferred designation is not indicated]

8.5

price

sum of money at which *material, product, service, or construction work* can be bought

8.6

unit rate

price (8.5) for a unit of *construction work, goods, or services*

8.7**fee**

payment for professional people

8.8**trade discount**

reduction from a published or commonly quoted *price* (8.5) that is granted to specific purchasers by virtue of their commercial standing relative to the seller

8.9**estimate**

statement indicating the probable *cost* (8.1) to the *client* (10.1) of a *construction works* or part thereof

8.10**approximate estimate**

estimate (8.9) based on preliminary *information*, and therefore imprecise

8.11**dual estimate**

estimate (8.9) that gives two *costs* (7.1), the higher figure representing the situation in which all the risks covered materialize

8.12**elemental estimate**

estimate (8.9) divided into categories based on *building elements*

8.13**final account**

document that states the *cost* (8.1) of the total work carried out and the total payment to be made, as accepted by the parties

8.14**final sum**

sum of money in the *final account* (8.13)

8.15**bond**

sum of money or securities submitted to the *client* (10.1) or placed in the hands of a third party to guarantee *completion* (9.6) and recovery of the sums which the *contractor* (10.5) is recognized as owing under the terms of the *contract* (3.7)

8.16**contract sum****contract amount, US**

sum of money in the *contract* (3.7) that the *client* (10.1) agrees to pay for the *execution* (9.1)

Note 1 to entry: In the US, there is a homograph for the term “contract amount”. See 6.10.

8.17**contingency sum**

sum of money budgeted for or included in a *contract* (3.7) to cover *construction work* that can be required, but cannot be foreseen or predicted with certainty

8.18**provisional sum**

sum of money that is included in a *contract* (3.7) for work that is foreseen but cannot be accurately specified at the time the *tender* (3.6) documents are issued

8.19

retention sum

surety deposit, US

sum of money that is retained for a certain period by the *client* (10.1) against the possibility that the *contractor* (10.5) will fail to comply fully with the *contract* (3.7)

8.20

prime cost sum

sum of money that is included in a *contract* (3.7) for work or services to be *executed* (9.1) by nominated *sub-contractor* (10.8) or for materials or goods to be obtained by a *nominated supplier* (10.30)

8.21

cost control

technique of financial management that involves monitoring *cost* (8.1) in relation to the *project* (3.8) budget

8.22

cost planning

cost control (8.21) exercised during the design stages (3.4)

8.23

cost plan

statement showing an apportionment of an *estimate* (8.9) or of an agreed budget between *cost* (8.1) headings

Note 1 to entry: For example, the cost plan might be broken down into *building elements*.

8.24

cost analysis

division of the total *cost* (8.1) of a *tender* (3.6) or *final account* (8.13) into its constituent parts to examine or determine their relationship; mainly used in *cost planning* (8.22)

8.25

price variation formula

formula for amending *contract* (3.7) *price* (8.5) as a function of the variation in certain indices or parameters

8.26

formula price adjustment

modification to the *contract sum* (8.16) to allow for increases or decreases in the *cost* (8.1) of *labour* (10.22), *plant*, and *materials* occurring during the currency of the *contract* (3.7) using a *price variation formula* (8.25)

8.27

investment appraisal

return on investments, US

assessment of the return on capital likely to be achieved by a *project* (3.8)

8.28

cost in use appraisal

financial appraisal of a design by the summation of capital, *maintenance*, and operating costs (8.1)

8.29

cost check

cost evaluation, US

detailed assessment of the *cost* (8.1) at a given moment of an evolving design against budget criteria

8.30

stage payment

payment made on the basis of an agreed parcel of work

8.31**interim certificate****progress payment certificate, US**

document that authorizes payment to be made for work *executed* (9.1) or materials supplied up to a given date

8.32**interim valuation**

interim statement agreed between the parties of the value of *construction work* carried out or *materials* recorded at a certain date and sums of money payable as a result

8.33**interim payment****progress payment, US**

payment made on the basis of an *interim valuation* (8.32) and authorized by an *interim certificate* (8.31); or *stage payment* (8.30)

8.34**daywork****work paid by performance, US**

construction work that is paid for on the basis of actual *cost* (8.1) to the *contractor* (10.5) of *labour* (10.22), *materials*, and *plant*; plus an agreed percentage to cover overhead charges and profits

8.35**cash discount****pre-payment discount, US**

amount by which a sum of money due to be paid to a *contractor* (10.5), *supplier* (10.29), or *sub-contractor* (10.8) is reduced in return for payment on or before a specified date

8.36**measured work****actual work performed, US**

work that is paid for on the basis of the quantities and descriptions of work

8.37**final certificate****substantial completion certificate, US**

document that authorizes final payment

8.38**advance payment**

payment made by the *client* (10.1) to a *contractor* (10.5) after the *contract* (3.7) has been signed but before *construction work* starts or goods or services are supplied

8.39**ex-gratia payment**

payment made when a *contractor* (10.5) has no legal right to reimbursement

8.40**claim**

demand by a *contractor* (10.5) for an additional payment to which they believe they are entitled under the *contract* (3.7) or for damages for breach of contract

8.41**contractual claim**

claim (8.40) that can be settled within the terms of the *contract* (3.7)

8.42

extra-contractual claim

negotiated extra, US

claim (8.40) that is not reimbursable under the *contract* (3.7) but which is the subject of a claim for damages

8.43

liquidated damages

penalty deduction, US

amount representing a predetermined *estimate* (8.9) of the actual loss likely to be suffered that is recoverable from the total of payments due to the *contractor* (10.5) in the event of a breach of *contract* (3.7)

9 Construction stage

9.1

execution

act or process of carrying out *construction work*

9.2

possession of site

contractor's (10.5) occupation of a *site* in order to *execute* (9.1) the *construction works*

9.3

commissioning service

post-occupancy, US

service to advance a *construction works* or *installation* from the *stage* (3.4) of *static completion* (9.6) to full working order

9.4

instruction

direction or order by the *client* (10.1) or his representative, made or confirmed in writing to the *contractor* (10.5) regarding the carrying out of the *contract* (3.7)

9.5

programme

progress schedule, US

statement of sequence and timing of starting and completing *construction work* or parts of it

9.6

completion

state of readiness for occupation of the whole *construction works*, some minor *construction work* might still be outstanding

Note 1 to entry: In some *contracts* (3.7), the terms practical completion and substantial completion are used.

9.7

completion date

date when *completion* (9.6) takes place

9.8

maintenance period

period defined in the *contract* (3.7), generally after *completion* (9.6), during which the *contractor* (10.5) has an obligation to make good inadequacies and shortcomings in the *materials* and workmanship covered by the contract that are indicated by the *client* (10.1) or his representative

9.9**handover****turnover, US**

surrender possession of the *construction works* to the *client* (10.1) upon *completion* (9.6) with or without reservation

9.10**partial handover****partial turnover, US**

process of giving up possession of part of the *site* and the *construction works* to the *client* (10.1) prior to *completion* (9.6)

9.11**verification**

confirmation, through the provision of objective evidence, that specified requirements have been fulfilled

[SOURCE: ISO 9000:2005, 3.8.4]

9.12**temporary works**

works undertaken during *construction* or *works* to stabilize or protect an *existing building* or *structure*, neither works of which are intended or required to form part of the completed *construction works*

9.13**assigned provisions**

products, materials, and plant brought onto the *site* or identified at a works or storage place off the site for a specific *project* (3.8)

9.14**prolongation**

process of lengthening a *contract period* (7.27)

9.15**extension of time**

allowance of extra time for delay occasioned by causes outside the *contractor's* (10.5) control or caused by the actions of the *client* (10.1) or his agent

9.16**disruption**

occurrence outside the *contractor's* (10.5) control that affects the progress of *construction work* and his ability to carry out the *conditions of contract* (7.24)

9.17**variation****alternate design, US**

alteration to the nature or the extent of *construction works* as provided in the *contract* (3.7), or to the conditions under which they will be carried out

9.18**variation order****change order, US**

instruction (9.4) that makes a *variation* (9.17)

9.19**period of final measurement****punch list period, US**

time during which measurement of *completed* (9.1) *construction works* takes place and the *final account* (8.13) is agreed

9.20

client acceptance of contract completion

act by the *client* (10.1) in issuing the *final certificate* (8.37)

9.21

completion certificate

document that confirms or attests the *completion* (9.6) of *construction works*

9.22

completion of defects certificate

document issued after the end of the *defects* liability period that confirms or attests the making good of defects

9.23

as-built drawing

drawing (5.4) that records the details of a *construction works* following its *completion* (9.6)

9.24

maintenance manual

document that contains advice on care and servicing requirements of a *construction works*

9.25

operational manual

procedure manual, US

document that gives advice on the use of *equipment* and on operating a facility

9.26

procurement

process which creates, manages, and fulfils *contracts* (3.7) relating to the provision of goods, services, and *construction works* or disposals, or any combination thereof

[SOURCE: ISO 10845-1, 3.30, modified – “and engineering” deleted]

10 Parties involved in projects

10.1

client

person or organization initiating and financing a *project* (3.8) and approving the *brief* (3.1)

[SOURCE: ISO 6707-1:2014, 8.3]

10.2

joint venture

two or more organizations grouped together to carry out work and share the risks, each is jointly and severally liable for the actions and work of the other

10.3

qualified construction enterprise

contractor (10.5) that has been deemed qualified by a qualification body, which has made a formal assessment of the enterprise against set criteria, including legal, financial, human resources, and technical skills

10.4

building control officer

building inspector, US CA

building official, US CA

person legally authorized to inspect work at design and construction *stages* (3.4) for conformity with building and associated legislation

10.5**contractor**

builder, US CA

person or organization that undertakes *construction work* in accordance with a *contract* (3.7)

[SOURCE: ISO 6707-1:2014, 8.4]

10.6**management contractor****construction manager, US**organization engaged on a *fee* (8.7) basis, responsible to a *client* (10.1) for the coordination of all parties involved in a *project* (3.8)

Note 1 to entry: In the US, there is a homograph for the term “construction manager”. See 10.16.

10.7**main contractor***contractor* (10.5) who sub-contracts part of their *contract* (3.7)**10.8****sub-contractor***contractor* (10.5) to whom a *main contractor* (10.7) has contracted part of their work**10.9****contractor consortium**association of *contractors* (10.5) temporarily formed for a particular purpose**10.10****contractor consortium member**one of the *contractors* (10.5) in a *contractor consortium* (10.9)**10.11****directly appointed contractor***contractor* (10.5) in a *project* (3.8) in which several independent contractors are participating; each has a direct *contract* (3.7) with the *client* (10.1)**10.12****joint venture contractor**one of the *contractors* (10.5) in a *joint venture* (10.2)**10.13****lead contractor***contractor* (10.5) within a *contractor consortium* (10.9) or *joint venture* (10.2) chosen to represent all the group members and coordinate their actions with regard to the *client* (10.1)**10.14****project manager**person appointed by the *client* (10.1) to manage the design and *construction* of a *building* or a *civilengineering*

Note 1 to entry: For public works in France, the “directeur d’investissement” designates a public technical service for this purpose.

10.15**site manager**person employed by *contractor* (10.5) to organize and supervise work on *site***10.16****construction manager***site manager* (10.15) on a large *site*

Note 1 to entry: In the US, there is a homograph for the term “construction manager”. See 10.6.

10.17

site agent

site manager (10.15) on a *site* smaller than one on which a *construction manager* (10.16) is employed

10.18

section manager

construction manager (10.16) for part of a *project* (3.8)

10.19

contracts manager

person employed by a *contractor* (10.5) to be responsible for the management of a large *project* (3.8) or a number of smaller projects

10.20

contract planner

person employed by a *contractor* (10.5) to prepare a *programme* (9.5) of site operations and a timed plan of requirements for *labour* (10.22), *plant*, and *materials*

10.21

foreman

person employed by a *contractor* (10.5) to oversee work by *labour* (10.22) on *site*

10.22

labour

labor, US

all people involved in physical *construction work*

10.23

architect

person who designs *buildings* and superintends the *execution* (9.1) of building works

Note 1 to entry: In certain countries, there are limitations on the use of the title “architect”.

10.24

engineer

person who designs and superintends the *execution* (9.1) of *civil engineering works*, *structures of buildings*, *installation of services*, or who *maintains* such civil engineering works, *structures*, or *services*

10.25

resident engineer

engineer (10.24) employed on *site* to supervise *construction work*

10.26

quantity surveyor

cost engineer, US

person who provides financial and contractual advice and services for planning, *execution* (9.1), and *completion* (9.6) of *construction works*

10.27

quantity surveying technician

person who establishes details of quantities and descriptions of work to be carried out or already carried out

10.28

clerk of works

construction supervisor, US

person appointed to verify on behalf of the *client* (10.1) that *construction work* is *executed* (9.1) in accordance with *drawings* (5.4), *project specification* (4.1), and other *contract documents* (7.22)

Note 1 to entry: The concept and terms are not appropriate if the individual is engaged by the *contractor* (10.5).

10.29

supplier

person or organization supplying materials or products

[SOURCE: ISO 6707-1:2014, 8.6]

10.30

nominated supplier

specified supplier, US

supplier ([10.29](#)) selected by a *client* ([10.1](#)) or his representative

10.31

tenderer

bidder, US

person or organization that submits a tender ([3.6](#))

[SOURCE: ISO 10845-1, 3.4.7, modified – “offer” deleted from end of definition; US term added]

11 Miscellaneous terms

11.1

act of God

event that results from the operation of natural forces which human foresight cannot be reasonably expected to anticipate

11.2

force majeure

event that is unforeseeable, insurmountable, and outside the influence of the parties to a *contract* ([3.7](#)) that prevents the *contractor* ([10.5](#)) from fulfilling his obligation either in part or in full

11.3

construction enterprise qualification certificate

certificate issued by a qualification body to a *qualified construction enterprise* ([10.3](#))

Annex A (informative)

Alphabetical index of US synonyms

Term	Number	Preferred international term
actual work performed	8.36	measured work
alternate design	9.17	variation
alternate bid	6.9	alternative method tender
bid	3.6	tender
bidder	10.31	tenderer
bidding	6.1	tendering
bill of materials	6.11	bill of quantities
builder	10.5	contractor
building inspector, building official	10.4	building control officer
building official, building inspector	10.4	building control officer
change order	9.18	variation order
checking	6.13	provisional item
client-contractor agreement	7.26	articles of agreement
competitive bidding	6.3	competitive tendering
conceptual stage, schematic design phase	5.2	sketch plan stage
construction manager	10.6	management contractor
construction supervisor	10.28	clerk of works
contract amount	6.10	tender sum
contract amount	8.16	contract sum
cost engineer	10.26	quantity surveyor
cost evaluation	8.29	cost check
design development phase	5.1	pre-contract stage
design development stage	5.3	detail design stage
design/build, package deal	7.1	design and construct contract
escalation contract	7.14	variation of price contract
estimated cost contract, percentage contract	7.12	target cost contract
extra work	4.5	conditional phase
fast track contract	7.2	develop and construct contract
general conditions, supplemental general conditions	7.25	abstract of particulars
GMP contract	7.13	firm price contract
gross maximum price	8.3	cost limit
invitation to bid	6.2	invitation to tender
labor only contract	7.6	labour-only contract
labor	10.22	labour
lump sum contract	7.16	fixed price contract

Term	Number	Preferred international term
management fee contract	7.4	management contract
negotiated extra	8.42	extra-contractual claim
open bidding	6.4	open tendering
package deal, design/build	7.1	design and construct contract
partial turnover	9.10	partial handover
payment contract	7.20	measurement contract
penalty deduction	8.43	liquidated damages
percentage contract, estimated cost contract	7.12	target cost contract
phase	3.4	stage
post-occupancy	9.3	commissioning service
pre-payment discount	8.35	cash discount
procedure manual	9.25	operational manual
program	3.1	brief
progress payment certificate	8.31	interim certificate
progress payment	8.33	interim payment
progress schedule	9.5	programme
project plan, staging plan	3.3	plan of work
punch list period	9.19	period of final measurement
requirement	7.23	condition of contract
return on investments	8.27	investment appraisal
schedule of values	6.12	priced bill of quantities
schematic design phase , conceptual stage	5.2	sketch plan stage
selective bidding	6.5	selective tendering
sequential bidding	6.7	sequential tendering
serial bidding	6.8	serial tendering
specifications	4.1	project specification
specified supplier	10.30	nominated supplier
stage	3.5	phase
staging plan , project plan	3.3	plan of work
substantial completion certificate	8.37	final certificate
supplemental general conditions, general conditions	7.25	abstract of particulars
surety deposit	8.19	retention sum
turnover	9.9	handover
two-stage bidding	6.6	two-stage tendering
unit cost contract	7.15	formula variation of price contract
work paid by performance	8.34	daywork

Bibliography

- [1] ISO 6707-1:2014, *Building and civil engineering – Vocabulary – Part 1: General terms*
- [2] ISO 9000:2005, *Quality management systems — Fundamentals and vocabulary*
- [3] ISO 10845-1:2010, *Construction procurement — Part 1: Processes, methods and procedures*
- [4] ISO 15686-5:2008, *Buildings and constructed assets — Service-life planning — Part 5: Life-cycle costing*

