



هئية الأشغال العامة
PUBLIC WORKS AUTHORITY
INFRASTRUCTURE AFFAIRS
DRAINAGE PROJECTS
DEPARTMENT

PREQUALIFICATION
FOR
POST-CONTRACT PROFESSIONAL
CONSULTANCY SERVICES
FOR
PROJECT CP 671/2 MUSAIMEER PUMPING
STATION AND OUTFALL

PROJECT ID: IA 14/15 S 005 G

BUDGET REF./CODE: 1460010/11320

CIVIL PROJECT: 671/2

Public Works Authority
P.O. Box 22188
Doha
State of Qatar

September 2015

This page is intentionally left blank

Table of Contents

Summary

1. Acronyms	2
2. Summary Description	3
3. Checklist	5
4. Document User's Guide	5

Part 1: Prequalification Procedures

Section I: Instructions to Applicants (ITA)

Section II: Application Data Sheet (ADS)

Section III: Qualification Criteria

Section IV: Application Submission Sheet and Forms

Part 2: Work Requirements

1.0 Acronyms

ADS	Application Data Sheet
ANSI	American National Standards Institute
ASHGHAL	Public Works Authority of Qatar
ASTM	American Society for Testing and Materials
BS	British Standard
CADD	Computer-aided Design and Drafting
CD	Compact Disk
CFD	Computational Fluid Dynamics
DC	Design Control
DIN	German Industrial Standards
DPD	Drainage Projects Department
DPMD	Drainage Projects Management Department
EIA	Environmental Impact Assessment
EPB	Earth Pressured Balance
GTC	Grand Tendering Committee - ASHGHAL
HI	Hydraulic Institute
HSE	Health, Safety and Environment
HVAC	Heating, ventilation and air conditioning
IDRIS	Inner Doha Resewerage Implementation Strategy
ITA	Instructions to Applicants
ITT	Invitation to Tender
JIS	Japan Industrial Standards
KAHRAMAA	Qatar General Electricity and Water Corporation
MBR	Membrane Bioreactor
MF/UF	Microfiltration (MF) and Ultrafiltration (UF)
MIC	Mesaieed Industrial City
MMUP	Ministry of Municipal Utilities and Planning
MoE	Ministry of Environment
MSH	Midra Shale
MTBM	Micro tunnel boring machine
MWANI	Qatar Ports Management Company
NDIA	New Doha International Airport
PMT	Programme Management Team – CH2MHILL
PWA	Public Works Authority

PMC	Project Management Consultant
QA	Quality Assurance
QAR	Qatari Riyals
QC	Quality Control
QCE	Quality Control Engineer
QCS	Qatar Construction Standard
QEZ	Qatar Economic Zone
QIDMP	Qatar Integrated Drainage Master Plan
SL	Simsima Limestone
STW	Sewage Treatment Works
TBM	Tunnel Boring Machine
TPS	Terminal Pump Station
TSE	Treated Sewer Effluent

2.0 Summary Description

2.1 Project C671/2, Musameer Pump Station and Outfall Project ("Project") will be delivered by the PWA under a Design-Build Approach and the selected Design-Builder will be responsible for the Operations and Maintenance of the facilities for three years. The DPMD of the PWA wishes to secure a Consultant to support the DPMD in managing the Design-Build Contractor delivering this project.

The purpose of the prequalification process is to provide the basis for PWA, to select a short-list of competent engineering companies (the "Prequalified Applicants") for Invitation to Tender (ITT) for the PMC Services ("Services").

The PWA is seeking proposals from Applicants to demonstrate their capability to perform significant components of the work with the right vision and the necessary experience, capabilities, understanding and commitment to work with PWA to achieve outstanding results in the delivery of the Services.

2.2 This Prequalification Document consists of:

1. Summary;
2. Part 1: Prequalification Procedures; and
3. Part 2: Work Requirements;

2.3 Prequalification is a step in the procurement route which shall ultimately lead to Invitation to Tender for the prequalified Applicants. The procurement process can either commence by public invitation or by direct, private, invitation. Prequalification centers on evaluation of the Applicant's:

1. Company Details and General Information;
2. Financial stability and status;
3. Relevant Capability and Experience;
4. Key Staff Experience;

5. Health, Safety, Quality & Environment;
 6. Resources; and
 7. Management Approach, including Project Management and Design Review methodologies.
- 2.4 Consequently previous prequalification for other PWA projects shall not guarantee automatic prequalification for the Services.
- 2.5 The 'Work Requirements' in Part 2 of this document provides a summary of the required scope of works.
- 2.6 This single Invitation for Prequalification covers the only prequalification step for the Services.

3.0 Checklist

- 3.1 The checklist, included in Section IV, for Application submission must be completed by Applicants and included as the first page of each Application.
- 3.2 This checklist is important as it will serve as a checklist of the submitted documents for evaluation purposes. Any missing information will have an impact on the Applicant's score.
- 3.3 Other than the information requested, other documentation, including brochures about the Applicant, additional information etc. must not be included in the submission.

4.1 Document User's Guide

4.2 Part 1 Prequalification Procedures

Section I. Instructions to Applicants (ITA)

This Section specifies the procedures to be followed by Applicants in the preparation and submission of the Applications for prequalification. Information is also provided in the opening and evaluation of Applications.

Section II. Application Data Sheet (ADS)

This Section consists of provisions that are specific to each Application and supplement the information or requirements included in Section I: Instructions to Applicants.

Section III. Qualification Criteria

This Section contains the qualification, methods and criteria to be used to determine how Applicants shall be prequalified and later invited to tender.

Section IV. Application Submission Sheet and Forms

This Section contains the Application Submission Sheet and all the forms to be submitted with the Application.

4.3 PART 2 Work Requirements

This Section contains details of the draft scope of works and is not intended to represent a full project brief. This is issued for information only



هئية الأشغال العامة
PUBLIC WORKS AUTHORITY

INFRASTRUCTURE
AFFAIRS DRAINAGE
PROJECTS DEPARTMENT

PREQUALIFICATION

FOR

POST-CONTRACT PROFESSIONAL
CONSULTANCY SERVICES

FOR

PROJECT CP 671/2 MUSAIMEER PUMPING
STATION AND OUTFALL PROJECT

PROJECT ID: IA 14/15 S 005 G

PROCEDURES AND WORK REQUIREMENTS

Part 1 – PREQUALIFICATION PROCEDURES

Public Works Authority
P.O. Box 22188
Doha
State of Qatar

September 2015

This page is intentionally left blank

Table of Contents – Part 1

Section I. Instructions to Applicants (ITA)

A. Definitions	3
B. General	
1. Scope of Application	5
2. Source of Funds	5
3. Corrupt & Fraudulent Practices	5
4. Eligible Applicants.....	6
5. Eligible Goods and Related Services	7
C. Contents of the Prequalification Document	
6. Sections of Prequalification Document.....	7
7. Clarification of Prequalification Document	8
8. Amendment of Prequalification Document	8
D. Preparation of Applications	
9. Cost of Applications	8
10. Language of Application	9
11. Documents Comprising the Application.....	9
12. Application Submission Sheet.....	9
13. Documents Establishing the Eligibility of the Applicant.....	9
14. Documents Establishing the Qualifications of the Applicant	9
15. Signing of the Application and Number of Copies	9
E. Submission of Applications	
16. Sealing and Identification of Applications.....	10
17. Deadline for Submission of Applications.....	10
18. Late Applications.....	10
19. Opening of Applications	10
F. Procedures for Evaluation of Applications	
20. Confidentiality	11
21. Clarification of Applications	11
22. Responsiveness of Applications.....	11
23. Domestic Tenderer's Price Preference.....	11
24. Specialist Subcontractors or Sub-consultants	11
G. Evaluation of Applications and Prequalification of Applicants	
25. Evaluation of Applications	12
26. PWA's Right to Accept or Reject Applications	12
27. Prequalification of Applicants	12
28. Notification of Prequalification	12
29. Invitation to Tender	13
30. Changes in Qualifications of Applicants	14
31. Submissions	14

Section II. Application Data Sheet (ADS) 17

Section III. Qualification Criteria

A. General	19
B. Compliance Summary Table	19
C. Qualification Criteria	23
1. Eligibility	23
2. Licenses & Registrations	23
3. Historical Contract Non-Performance	23
4. Joint Tendering Agreement	23
5. Financial Situation	24
6. General Experience	24
7. Personnel Capabilities	26
8. Project Assurances	28
9. Management Approach Questions	28

Section IV. Application Submission Sheet and Forms

1. Checklist for Application	29
2. Application Submission Sheet	31
3. Applicant Information Sheet ELI – 1.1	33
4. Applicant Information Sheet as per ITA 24.1 ELI – 1.2	35
5. Company Registrations REG – 2.1	36
6. Historical Contract Non-Performance -CON 3.....	37
7. Financial Situation FIN – 4.1	39
8. Average Annual Sales Turnover FIN – 4.2	40
9. General Experience EXP – 5.1	41
10. Organizational Structure EXP – 6.1	43
11. Candidate CVs EXP – 6.2	44
12. Resources RS – 6.3	46
13. Health, Safety and Environment HSE – 7.1	48
14. Quality Management QM – 7.2	50
15. Project Management Approach Questions PM – 8.1	51
16. Design Review and Quantity Surveying DRQS – 8.2	54

Section I. Instructions to Applicants (ITA)

A. Definitions

Applicant	Shall mean the juristic entity submitting the Prequalification Document.
Application(s)	Shall mean the completed Prequalification Document(s) submitted to the PWA
Application Data Sheet (ADS)	Shall mean the pro-forma document so titled within Section IV, Application Data Sheet
Application Submission Sheet	Shall mean the pro-forma document so titled within Section IV, Application Forms, and which shall preface all prequalification Applications.
Association	Shall mean a grouping of no more than two companies that come together for the purposes of tendering, however, this excludes sub-consultants.
Days	Shall mean calendar days, including weekends and public holidays.
DPMD	Shall mean ASHGHAL's Drainage Projects Management Department.
Each Party	Shall mean the individual entities that have come together to form an Association.
GTC	Shall mean ASHGHAL's Grand Tendering Committee
Information Sheets	Shall mean those pro-forma forms to be completed by the Applicant when compiling the Prequalification Document.
Instructions to Applicants (ITA)	Shall mean those instructions so contained within Section 1 of this Prequalification Document.
Invitation for Prequalification	Shall mean the formal written invitation to prequalify issued by PWA to the Applicant or the publically advertised request for expressions of interest in regards to this prequalification.
Invitation to Tender	Shall mean the stage whereby qualified Applicants are invited to submit fully compliant sealed bids in relation to the scope of work to be procured.
Lead Partner	Shall mean the party nominated by the Association, as the lead entity of the Association.
Minimum Value	Shall mean either the total contract value, when the Applicant was acting as a Prime Consultant, or the share of the total contract corresponding to its share of the participation when the Applicant was a member of an Association.
Partner	Shall mean the second party in an Association, with the first Partner being the Lead Partner.
PMC	Shall mean the Project Management Consultant being procured to provide post-contract consultancy services for the Project.

PMT	Shall mean the CH2M supporting the Pre-Qualification and Tender Process to procure the Services.
Prequalification Document	Shall mean the documents comprising the invitation issued by PWA, inviting Applicants to submit detailed particulars demonstrating capability in relation to the scope of work to be procured.
PWA	Shall mean the Public Works Authority (Ashghal) of the State of Qatar whose representative is the President or his authorized delegate.
Prequalification Procedures	Shall mean those procedures described within Part 1 of this document.
Prequalified Applicants	Shall mean the Applicants who have passed the evaluation criteria of the Prequalification and who shall be invited to tender for the project.
Prime Consultant	Shall mean the consultant who will enter into a direct contract with PWA for a project and who will have full responsibility for the Services. A Prime Consultant undertakes to perform a complete contract, and may employ (and manage) one or more subcontractors or sub-consultants to carry out specific parts of the contract.
Section	Shall mean the 'Sections' so referred within the page titled Summary Description of this document.
The last 10 years	Shall mean the period commencing on 1 January 2005 up to the deadline for submission of the Applications.
The last 15 years	Shall mean the period commencing on 1 January 2000 up to the deadline for submission of the Applications.

B. General

- 1. Scope of Application** 1.1 In connection with the Invitation for Prequalification indicated in Section II, Application Data Sheet (ADS), the Public Works Authority (hereinafter “PWA”), issues this Prequalification Document to Applicants interested in tendering for the scope of deliverables described in Part 2 – Work Requirements.
- 2. Source of Funds** 2.1 The scope of work is funded directly by the Government of the State of Qatar.
- 3. Corrupt & Fraudulent Practices** 3.1 The PWA requires that Applicants observe the highest standard of ethics during the procurement and execution of the scope of works. In pursuit of this policy, the PWA:
- (a) Defines, for the purposes of this provision, the terms set forth below as follows:
- i. **“Corrupt Practice”** shall mean the offering, giving, receiving, or soliciting of anything of value to influence the action of a Public Official in the procurement process or in contract execution; and
- ii. **“Fraudulent Practice”** shall mean a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the PWA, and includes collusive practices among Applicants (prior to or after tender submission) designed to establish tender prices at artificial, non-competitive levels and to deprive the PWA of the benefits of free and open competition;
- iii. PWA may, at its sole discretion, reject a proposal for prequalification if it determines that the Applicant recommended for prequalification has engaged in Corrupt Practices or Fraudulent Practices in competing in the tendering processes for the Services.

4. Eligible Applicants

- 4.1 An Applicant may be a private, public, association or government owned legal entity, subject to ITA 4.8, or any combination of them. Evidence of the formal intent to form an association, shall be evidenced by a joint tendering agreement attached to Form ELI – 1.1, or, in the case of an existing association, evidence of such existing association.
- 4.2 Applicants shall not have a conflict of interest. If any conflict of interest or potential conflict of interest between Applicants, their advisers and those of the PWA becomes apparent, Applicants shall immediately inform the PWA, when the PWA shall, at its absolute discretion, decide on the appropriate course of action. If the PWA becomes aware of any conflict of interest or potential interest that the Applicant has not declared to the PWA, the PWA may at its absolute discretion disqualify the Applicant from consideration.
- 4.3 Applicants will be advised of the outcome of the Post Contract Professional Consultancy Services prequalification, prior to the issue of the invitations to tender.
- 4.4 Applicant's attention is drawn to Clause ITA 30 of the Post Contract Professional Consultancy Services Prequalification document which requires PWA approval of any change in the structure or formation of a Post Contract Professional Consultancy Applicant after being prequalified, and such approval shall be denied if, as a consequence of the change, the Post Contract Professional Consultancy Applicant no longer substantially meets the qualification criteria or a substantial reduction in competition may result.
- 4.5 If an Applicant, is also part of a successful Contractor Applicant's team (i.e. has been, or will be, awarded the Musaimeer Pump Station & Outfall Contracts) then PWA reserves the right to disqualify the Applicant from the list of Prequalified Applicants for the Post Contract Professional Consultancy Services.

- 4.6 An Applicant that is under a declaration of ineligibility by PWA, at the date of submission of the Application or anytime thereafter, shall be disqualified.
- 4.7 Government-owned entities in the State of Qatar shall be eligible only if they can establish that they are legally and financially autonomous, and operate under commercial law, and that they are not dependent agencies of the PWA.
- 4.8 Applicants shall provide such evidence of their continued eligibility satisfactory to PWA, as the PWA shall reasonably request.
- 4.9 Applicants shall submit a copy of their registration certificate(s), issued by the 'Committee for the Enrolment of Engineers & Engineering Consultancy Offices' of the General Authority of Planning & Urban Development in accordance with Law No. 19 of 2005 'Regulating the Practice of Engineering Professions'.
- 4.10 Local Registration is a pre-condition of prequalification. However, where the Applicant does not have registration for all required disciplines and intends to obtain registration they shall provide such evidence of their willingness to obtain all consents, permits and licenses necessary and, if appointed, shall be requested to show the evidence. It is the responsibility of the Applicant to bear all costs associated with the preparation and obtaining the registration. PWA shall in no case be responsible or liable for those costs.
- 4.11 Applicants shall have a minimum of annual turnover specified in the ADS to participate in the prequalification process. Any Applicant which does not meet the minimum requirements specified in the ADS or is non-compliant will be rejected and no further prequalification assessment will be carried out.
- 5. Eligible Goods and Related Services** 5.1 In preparation of the Prequalification Document, Applicants shall be aware of and observe the Government of the State of Qatar's rules and regulations.

C. Contents of the Prequalification Document

- 6. Sections of Prequalification Document** 6.1 The Prequalification Document consists of parts 1 and 2 which should be read in conjunction with any addenda issued in accordance with ITA 8.

PART 1 - Prequalification Procedures

Section I. Instructions to Applicants (ITA)

Section II. Application Data Sheet (ADS)

Section III. Qualification criteria

Section IV. Application Submission Sheet and Forms

PART 2 - Work Requirements

- 6.2 Any "Invitation for Prequalification" issued by PWA shall not form part of the Prequalification Document.
- 6.3 The PWA accepts no responsibility for the completeness of the Prequalification Document and its addenda, unless they were obtained directly from PWA.
- 6.4 The Applicant is expected to examine all instructions, forms, and terms in the Prequalification Document and to furnish all information or documentation required by the Prequalification Document.
- 7. Clarification of Prequalification Document**
- 7.1 Applicants requiring clarifications of the Prequalification Document shall contact PWA in writing at the address indicated in the ADS. The Authority shall respond in writing to any request for clarification provided that such request is received no later than two weeks before the deadline for submission of Applications. PWA shall communicate to all Applicants full details of the clarification but without identifying its source. Prequalification clarifications will be posted on the Ashghal website and Applicants should regularly check the website for copies of any Prequalification Circulars.
- 7.2 Should PWA deem it necessary to amend the Prequalification Document as a result of a clarification, it shall do so following the procedure outlined in ITA 8 and in accordance with the provisions of ITA 17.2.
- 8. Amendment of Prequalification Document**
- 8.1 At any time prior to the deadline for submission of Applications, PWA may amend the Prequalification Document by issuing addenda.
- 8.2 Any addendum issued shall form part of the Prequalification Document and shall be posted on PWA website and Applicants should regularly check the website for copies of any addenda.
- 8.3 To give prospective Applicants reasonable time to take an addendum into account in preparing their Applications, the PWA may, at its discretion, extend the deadline for the submission of Applications.
- D. Preparation of Applications**
- 9. Cost of Applications**
- 9.1 The Applicant shall bear all costs associated with the preparation and submission of its Application. PWA shall in no case be responsible or liable for those costs, regardless of the conduct or outcome of the prequalification process.

- 10. Language of Application**
- 10.1 The Application, as well as all correspondence and documents relating to the prequalification exchanged by the Applicant and PWA, shall be typed in the language specified in the ADS. Supporting documents and printed literature that are part of the Application may be in another language, provided they are accompanied by an accurate translation of the relevant passages in the language specified in the ADS, in which case, for the purposes of interpretation of the Application, the translation shall govern.
- 11. Documents Comprising the Application**
- 11.1 The Application shall comprise the following:
- (a) Application Submission Sheet, in accordance with ITA 12;
 - (b) Documentary evidence establishing the Applicant's eligibility to prequalify, in accordance with ITA 13;
 - (c) Documentary evidence establishing the Applicant's qualifications, in accordance with ITA 14; and
 - (d) Any other document required as specified in the ADS.
- 12. Application Submission Sheet and Forms**
- 12.1 The Applicant shall prepare the Application Submission Sheet using the form furnished in Section IV, Application Submission Sheet and Forms. This shall be completed without any alteration to its format.
- 12.2 Use font Arial 10 for typing information in the Form.
- 12.3 If an entry in the Form does not apply to you, type in "Not Applicable."
- 12.4 The electronic Form is expandable, do not alter the overall layout or any headings.
- 12.5 Incomplete applications will not be accepted.
- 13. Documents Establishing the Eligibility of the Applicant**
- 13.1 To establish its eligibility in accordance with ITA 4, the Applicant shall complete the eligibility declarations in the Application Submission Sheet and Forms ELI 1.1 and ELI 1.2, included in Section IV, Application Submission Sheet and Forms.
- 14. Documents Establishing the Qualifications of the Applicant**
- 14.1 To establish its qualifications to perform the contract or contracts in accordance with Section III, Qualification Criteria, the Applicant shall provide the information requested in Section IV, Application Submission Sheet and Forms.
- 15. Signing of the Application and Number of Copies**
- 15.1 The Applicant shall prepare one original of the documents comprising the Application as described in ITA 11 and clearly mark it "ORIGINAL".

The original of the Application shall be typed or written in indelible ink and shall be signed by a person, or persons, duly authorized to sign on behalf of the Applicant. In the case of an Association, all parties must sign the documents.

- 15.2 The Applicant shall submit copies of the signed original Application, in the number specified in the ADS, and clearly mark them "COPY". In the event of any discrepancy between the original and the copies, the original shall prevail.

E. Submission of Applications

16. Sealing and Identification of Applications

- 16.1 The Applicant shall enclose the original and the copies of the Application in a sealed envelope or container that shall:

- (a) Bear the name and address of the Applicant;
- (b) Be addressed to PWA, in accordance with ITA 17.1; and
- (c) Bear the specific identification of this prequalification process indicated in the ADS (ITA1.1)

- 16.2 In addition to the hardcopies, the Applicant shall submit two softcopies in PDF format on labelled CD-ROMs, enclosed with the original copy indicated in the ADS. The label should show the project ID number and programme title as "**Prequalification for Post-Contract Professional Consultancy Services for Project CP 671/2 Musameer Pumping Station and Outfall**" and the Applicant's name.

- 16.3 PWA shall accept no responsibility for not processing any Application that was delivered in an unsealed envelope or not identified as required.

17. Deadline for Submission of Applications

- 17.1 Applications shall be received by PWA at the address, and no later than the deadline indicated, in Section II – ADS.

- 17.2 PWA may, at its discretion, extend the deadline for the submission of Applications by amending the Prequalification Document in accordance with ITA 8, in which case all rights and obligations of PWA and the Applicants subject to the previous deadline shall thereafter be subject to the deadline as extended.

18. Late Applications

- 18.1 Any application received by PWA after the deadline for submission of Applications prescribed in ITA 17 may, at the sole discretion of PWA, be rejected as non-compliant and return unopened to the Applicant.

- 19. Opening of Applications** 19.1 PWA shall prepare a record of the opening of Applications, and this shall include, as a minimum, the name of the Applicant.

F. Procedures for Evaluation of Applications

- 20. Confidentiality** 20.1 Information relating to the evaluation of Applications, and recommendation for prequalification, shall not be disclosed to Applicants or any other persons not officially concerned with the prequalification process until the notification of the outcome of the prequalification process is made to all Applicants.

- 20.2 From the deadline for submission of Applications to the time of notification of the results of the prequalification in accordance with ITA 28, any Applicant that wishes to contact PWA on any matter related to the prequalification process, may do so, but only in writing at the address indicated in the ADS.

- 21. Clarification of Applications** 21.1 After the Application submission closing date, PWA may ask any Applicant for clarification. The Applicant shall submit, to the address indicated in the ADS, its reply within date and time set in PWA's request for clarification. Any request for clarification and all replies shall be in writing.

- 21.2 If an Applicant does not provide the clarification as requested by the date and time set in PWA's request for clarification, its Application may, at the sole discretion of PWA, be rejected.

- 22. Responsiveness of Applications** 22.1 PWA at its sole discretion may reject any Application which is not responsive to the requirements of the Prequalification Document.

- 23. Domestic Applicant Price Preference** 23.1 Unless otherwise specified in the ADS, a margin of preference for domestic Applicants shall not apply in the tendering process resulting from this prequalification.

- 24. Specialist Sub-contractors** 24.1 Applicants planning to sub-contract any of the activities indicated in Section III, Qualification Criteria, shall specify the activity to be subcontracted in the Application Submission Sheet and clearly identify such activities and the proposed specialist sub-consultant(s) in Form ELI – 1.2 in Section IV: Application Forms. Such proposed specialist sub-consultant(s) shall meet the corresponding qualification requirements specified in Section III, Qualification Criteria.

- 24.2 PWA does not intend to execute specific parts of the deliverables by consultant (s) selected in advance by the PWA (Nominated Consultant) unless otherwise stated in the

ADS.

G. Evaluation of Applications and Prequalification of Applicants

- | | | |
|---|------|---|
| 25. Evaluation of Applications | 25.1 | PWA will use all the factors, methods and criteria defined in Section III, Qualification Criteria to evaluate the qualifications of the Applicants and any specialist sub-consultants. PWA reserves the right to consider other factors or waive minor deviations in the qualification criteria if they do not materially affect the capability of an Applicant to perform the scope of deliverables. |
| | 25.2 | Only the qualifications of specialist sub-consultants that have been identified in the Application may be considered in the evaluation of an Applicant. The general experience and financial resources of sub-consultants may not be evaluated nor added to those of the Applicant for the purposes of prequalification of the Applicant. |
| | 25.3 | Unless otherwise indicated in the ADS, this prequalification shall be for the MUSAI MEER PUMP STATION & OUTFALL Post-Contract Professional Consultancy Services contract only. |
| 26. PWA's Right to Accept or Reject Applications | 26.1 | PWA reserves the right to accept or reject any Application, and to annul the prequalification process and reject all Applications at any time, without thereby incurring any liability to the Applicants. |
| 27. Prequalification of Applicants | 27.1 | Prequalification will be based on a combination of "pass-fail" criteria along with a scoring system of the Applicant's qualifications, as demonstrated by the Applicant's responses in the attached Application Submission Sheets and other requested documentation. Specific qualification criteria have been established. |
| | 27.2 | An Applicant whose Application has met or exceeded the specified qualification criteria set out in Section III, will be prequalified by the PWA. PWA reserves the right to invite a short list of qualified Applicants to invitation to tender. |
| 28. Notification of Prequalification | 28.1 | Once PWA has completed the evaluation of the Applications, it shall notify Applicants in writing if they have been prequalified and invited to tender. |

**29. Invitation to
Tender**

- 29.1 After the notification of the results of the prequalification, PWA shall invite tenders from the short-listed Applicants that have prequalified.
- 29.2 Tenderers shall be required to provide tender security acceptable to PWA in the form and in the amount specified in any subsequent tender documents. Also, the successful tenderers shall be required to provide a performance security in the form and in the amount specified in the tender documents.

- 30. Changes in Qualifications of Applicants**
- 30.1 Any change in the structure or formation of an Applicant after being prequalified in accordance with ITA 27, and invited to tender, shall be subject to the written approval of PWA, prior to the deadline for submission of tenders. Such approval shall be denied if, as a consequence of the change, the Applicant no longer substantially meets the qualification criteria set forth in Section III, Qualification Criteria, or, if in the opinion of PWA, a substantial reduction in competition may result. Any such changes shall be submitted to PWA no later than fourteen (14) days after the date of the invitation to tender.
- 31. Submissions**
- 31.1 Applicants must not exceed 100 typewritten pages in their Applications. This page limit does not apply to attachments specifically requested in the Application Submission Forms, such as articles of incorporation or independently audited financial statements. For this purpose, “page” means “one side of A4 paper”. Applicants should print on both sides of each sheet of paper and use only A4 sheets. Text must be only typed in "Arial" font and be no smaller than 10 point, single-spaced with the margins set at 2.5 cm. Page header or footer information may be placed in the margin space. Where provisions are made for the answers, they must be typed in the relevant boxes/space provided in this document. No additional attachments are permitted other than any specific information requested (for example the audited financial information, etc.).
- 31.2 Editable copies of the Prequalification Document will not be made available i.e. Word copies will not be sent out. The Applicant should enter the forms into their own word processing or desktop publishing package in the format shown in the Prequalification document. The Applicant may then add lines to the forms, in order to accommodate the information the Applicant wishes to submit.
- 31.3 All written applications, submissions, questions, queries, communications and the like between Applicants and PWA must be in language specified in the ADS. Applicants must answer all questions as accurately and concisely as possible and monetary values must be stated in Qatari Riyals (QAR). Failure to furnish the required information, make a satisfactory response to any question or supply required documentation will have an impact on the Applicant’s score or the Applicant may not be invited to participate further.
- Note: The Applicant’s attention is drawn to the following mandatory requirements:
- (a) Two hard copies (one Original & one Copy) and two soft copies on Compact Disks (CDs) must be included as part of the submission.

- (b) The page limit for the Applications is strictly 100 pages. The page limit does not apply to attachments specifically requested in the Application Submission Forms.

No other documentation, including brochures about the Applicant or any other additional information and the like should be included in the application. Only include the specific information requested. No boxes or notebooks are to be submitted.

This page is intentionally left blank

SECTION II – APPLICATION DATA SHEET (ADS)	
A. Introduction	
ITA 1.1	The identification of the Invitation for Prequalification is: Prequalification for Post-Contract Professional Consultancy Services for Project CP 671/2 Musaimeer Pumping Station and Outfall
ITA 1.1	The name of the Project is: Design, Build, Operate and Maintain for the Musaimeer Pumping Station and Outfall. Project No: C671/2
ITA 4.1	An Association (up to a maximum of two partners) are allowed. However the specific requirements for an Association are set out in Part 1: Prequalification Procedures and Section III Qualification Criteria must be complied with.
ITA 4.11	US\$0.5 billion minimum annual turnover.
B. Prequalification Document	
ITA 7.1	For clarification purposes only, the PWA's address is: As per the invitation letter
C. Preparation of Applications	
ITA 10.1	The language of the Application, as well as of all correspondence, is: English
ITA 15.1, 15.2 & 15.3	The number of copies to be submitted with the Application is: Two (2) hard copies (one Original & one Copy) and two (2) soft copies on CDs

D. Submission and Opening of Applications	
ITA 17.1	<p>For application submission purposes only, the PWA's address is: As per the advertisement.</p> <p>The deadline for application submission is: As per the advertisement.</p>
E. Evaluation of Applications	
ITA 23.1	<p>No price preferences for domestic tenderers shall be applied.</p>
ITA 24.2	<p>PWA does NOT intend to execute certain specific parts of the scope of work by a consultant selected in advance (nominated sub-consultant). The specific parts of the scope of work and the respective consultant are: None</p>

Section III – Qualification Criteria

A. General

Section III identifies the qualification criteria and compliance requirements that PWA shall use to evaluate the Applications. The associated application forms are contained in Section IV of this Prequalification Document. To be prequalified, an Applicant must demonstrate to PWA that it substantially satisfies the requirements regarding experience, personnel, financial position and litigation history, specified herein.

B. Compliance Summary Table

The following table summarizes the information that PWA will use to evaluate the Applications:

- Qualification criteria;
- Compliance requirements; and
- Associated prequalification forms

Further details regarding the qualification criteria are presented in the following Subsection C.

Compliance Summary Table							
Qualification Criteria			Compliance Requirements				Submission Requirements
			Single Entity	Association			
Series No.	Subject	Requirement		All Parties Combined	Each Party	One Party	
1. Eligibility							
1.1	Conflict of Interest	No conflicts of interest, as described in ITA Sub-clause 4.2	Must meet requirement	Existing or intended entity must meet requirement	Must meet requirement	N/A	Application Submission Sheet - Question (b)
1.2	PWA Ineligibility	Not having been declared ineligible by PWA, as described in ITA Sub-clause 4.7	Must meet requirement	Existing entity must meet requirement	Must meet requirement	N/A	Application Submission Sheet - Question (c)
1.3	Government Owned Entity	Applicant required to meet conditions of ITA Sub-clause 4.8	Must meet requirement	Must meet requirement	Must meet requirement	N/A	Application Submission Sheet - Question (d)
1.4	Applicant Details	Applicant to provide background details	Applicant must complete				Forms ELI - 1.1 and ELI - 1.2
2. Licenses and Registrations							
2.1	Certificate of Registration	Applicant required to meet conditions of ITA Sub-clause 4.10	Must meet requirement	N/A	N/A	Must meet requirement	Form REG - 2.1
2.2	Willingness to obtain Registration if appointed	Applicant required to meet conditions of ITA Sub-clause 4.11	Must meet requirement	N/A	N/A	Must meet requirement	Form REG - 2.1
2.3	Government Owned Entity	Applicant required to demonstrate their annual turnover	Must meet requirement	Must meet requirement	Must meet requirement	N/A	Form REG - 2.1

2.4	Joint tendering agreement, or evidence of an Association	Entities intending to form an Association, must provide a joint tendering agreement. Existing entities must provide evidence of such Association	N/A	Must meet requirement	Must meet requirement	N/A	Form ELI - 1.1
-----	--	--	-----	-----------------------	-----------------------	-----	----------------

Compliance Summary Table

Qualification Criteria			Compliance Requirements				Submission Requirements
Series No.	Subject	Requirement	Single Entity	Association			
				All Parties Combined	Each Party	One Party	
3. Historical Contract Non-Performance							
3.1	History of Non-Performing Contracts	Non-performance of a contract did not occur within the last three (3) years prior to the deadline for Application submission based on all information on fully settled disputes or litigation	Must meet requirement	Must meet requirement	Must meet requirement	N/A	Form CON-3
3.2	Pending Litigation	All pending litigation shall in total not represent more than Twenty-five percent (25%) of the Applicant's net worth and shall be treated as resolved against the Applicant	Must meet requirement	Must meet requirement	Must meet requirement	N/A	Form CON-3

Qualification Criteria			Compliance Requirements				Submission Requirements
			Single Entity	Association			
Series No.	Subject	Requirement		All Parties Combined	Each Party	One Party	
4. Financial Situation							
4.1	Financial Performance	Submission of independently audited financial statements (in English) for the latest three years indicating the breakdown of local and international turnover	Must meet requirement	N/A	Must meet requirement	N/A	Form FIN- 4.1
4.2	Financial Performance	Current soundness of the Applicant's financial position and its prospective long term profitability as measured by average coefficient of current ratio (Current Assets/Current Liabilities)	Must meet requirement	N/A	Must meet requirement	N/A	Form FIN- 4.1
4.3	Financial Performance	Current soundness of the Applicant's financial position and its prospective long term profitability as measured by average coefficient of debt ratio (Total Debt/Total Assets)	Must meet requirement	N/A	Must meet requirement	N/A	Form FIN- 4.1
4.4	Annual Turnover	Applicant required to meet conditions of ITA Sub-clause 4.12	Must meet requirement	N/A	Must meet requirement	N/A	Form FIN- 4.2

Compliance Summary Table							
Qualification Criteria			Compliance Requirements				Submission Requirements
			Single Entity	Association			
Series No.	Subject	Requirement		All Parties Combined	Each Party	One Party	
5. Experience							
5.1 (a)	Technical Experience	The Applicant shall demonstrate its technical expertise and its successful track record in completing projects similar in scope of services as defined in Part 2 of this Invitation, which the Applicant had overall delivery responsibility and in accordance with the requirements stated under Section III.C.5 of this document	Must meet requirement	Must meet requirement	N/A	N/A	Form EXP -5.1
6. Personnel Capabilities							
6.1	Organizational Structure	Provide organizational structure for delivering the services, including defining roles, responsibilities and description of roles	Must meet requirement	Must meet requirement	N/A	N/A	Form EXP - 6.1
6.2	Proposed Staff CVs	Provide CVs for all key personnel as identified under Section III.C.6 of this document and Form EXP - 6.2	Must meet requirement	Must meet requirement	N/A	N/A	Form EXP - 6.2
6.3	Resources	Provide details of Resources available	Must meet requirement	Must meet requirement	N/A	N/A	Form RS - 6.3

Compliance Summary Table							
Qualification Criteria			Compliance Requirements				Submission Requirements
			Single Entity	Association			
Series No.	Subject	Requirement			All Parties Combined	Each Party	
7. Project Assurances							
7.1	Health, Safety & Environment Plan	Evidence of Health, Safety & Environment Qualifications	Must meet requirement	N/A	Must meet requirement	N/A	Form HSE -7.1
7.2	Quality Management Plan	Evidence of a Quality Management Program	Must meet requirement	N/A	Must meet requirement	N/A	Form QM - 7.2
8. Project Management Approach							
8.1	Project Management Approach Questions	Provide sufficiently detailed responses to the management approach questions included on Form PM -8.1	Must meet requirement	Must meet requirement	N/A	N/A	Form PM - 8.1
8.2	Design Review and Quantity Surveying	Provide sufficiently detailed responses to the Design Review and Quantity Surveying questions included on Form DRQS - 8.2	Must meet requirement	Must meet requirement	N/A	N/A	Form DRQS - 8.2

C. Qualification Criteria

The Applicant shall meet the following criteria.

1. Eligibility (Series No. 1)

- (a) Applicants eligible to tender shall meet the criteria list in the Compliance Summary Table. In Section III (B).

2. Licenses and Registrations (Series No. 2)

- (a) Applicants should be registered in one of the professional or trade registers in the country of their principal place of business and relevant to the nature of this contract.
- (b) Applicants should note that in addition to successful prequalification they will be required to meet Qatari commercial registration requirements as a pre-condition to award of any contract.

3. Historical Contract Non-Performance (Series No. 3)

- (a) History of Non-Performing Contracts: The Applicant shall provide accurate information that non-performance of a contract did not occur within the last five years prior to the deadline for Application submission based on all information on fully settled disputes or litigation. A fully settled dispute or litigation is one that has been resolved in accordance with the dispute resolution mechanism under the respective contract and where all appeal instances available to the Applicant have been exhausted.
- (b) Failure to Sign Contract: The Applicant shall provide accurate information regarding its failure to sign a contract after submitting a tender security and certify that this has not occurred in the past five years. Any deviation should be explained in the referenced application form.
- (c) Litigation History: The Applicant shall provide accurate information on any current or past litigation, arbitration, mediation or adjudication resulting from contracts completed or under execution by him over the last two years. A consistent history of settlement awards against the applicant or any partner of a joint venture may result in failure of the application.

4. Joint Tendering Agreement –NOTE, on table, have proposed to combine this with Series No. 2. Need to verify acceptable to PWC Commercial team. Series No. may be standard PWC requirement.

- (a) Where an Applicant intends to form an Association of companies, the Applicant shall provide evidence of such association by attaching a joint tendering agreement to establish such association to Form ELI – 1.1.
- (b) Where an Applicant represents an existing commercial association of companies, the Applicant shall provide evidence of such association by attaching the evidence to Form ELI – 1.1
- (c) The points noted below summaries the requirements for an Association, and the parties within such Association, with reference to the other Subsections of Section III:
 - The Association may comprise a maximum of two (2) parties;
 - Each individual party in an Association may only participate in one Applicant entity;
 - In the case of a successful tender, the form of agreement, shall be signed so as to be legally binding on all parties;

- One of the parties shall be nominated as being in charge (the “Lead Partner”), and this authorization shall be evidenced by submitting a power of attorney signed by legally authorized signatories of all the parties and attaching this to Form ELI – 1.1;
- The Lead Partner shall be authorized to receive instructions for and on behalf of any and all partners of the entity;
- All parties of the Association shall be liable jointly and severally for the execution of the contract in accordance with the contract terms;
- A copy of the agreement entered into by all parties shall be submitted with an Applicant's tender. Alternatively, a joint tendering agreement to execute an agreement in the event of a successful bid shall be signed by all partners and submitted with the Applicant's tender, together with a draft of the proposed agreement.
- Refer also to the criteria set out in the Compliance Summary Table in Section III, for the combined parties, and each individual party of an Association.
- PWA reserves the right to disqualify an Applicant, if the Applicants Association contains deviations from the above criteria.

5. Financial Situation (Series No. 4)

- (a) The audited balance sheets for the latest three years shall be submitted and must demonstrate the soundness of the Applicant's financial position, showing their long-term profitability. Where necessary, PWA will make inquiries with the Applicant's bankers.
- (b) Based on its audited balance sheets, the Applicant shall demonstrate the current soundness of the Applicant's financial position and its prospective long term profitability as measured by their average coefficient of current ratio (current assets/current liabilities).
- (c) Based on its audited balance sheets, the Applicant shall demonstrate the current soundness of the Applicant's financial position and its prospective long term profitability as measured by their average coefficient of debt ratio (total debt / total assets).

6. General Experience (Series No. 5)

- (a) The Applicant shall demonstrate its technical expertise and its successful track record in completing projects similar in scope of work as delineated in Part 2 of this Invitation for Prequalification.
- (b) The Applicant shall submit full details of projects using the experience requirements and guidelines presented in the following table for projects that the Applicant considers to be similar in nature to the Services, using Form EXP – 6.1.

Experience Requirements

- Description (on Form EXP-5.1,) design review, engineering and construction supervision roles for traditional designed and design / build contracts of at least two projects of similar scope and size to the Musameer Project within the past 20 years (at least one should be within the last 10 years.)
- Representative projects to contain specifically, the following physical attributes:
 1. Large civil construction project requiring construction supervision of major deep underground structure(s) in soil and soft rock conditions under the influence of high groundwater
 2. Geotechnical/structural considerations of deep structures in soft ground and soft rock under high groundwater conditions
 3. Marine tunnels and discharges/outfalls
- Taken as a whole, the representative projects should illustrate Applicant experience with the following engineering disciplines and works supervision to a scale which correlates to the Musameer Project :
 - a. Pump station deep underground structure
 - b. Mechanical/large pumping units
 - c. A 10 km tunnel under the sea
 - d. A major riser shaft in the the sea/Marine work
 - e. Health and safety
 - f. Safety in Design
 - g.TBM commissioning
 - h. Pumping station O&M
 - i. Tunnel O&M
 - j. Geotechnical and Design review of tunnelling works
 - k. Design review Pump station
 - l. Architectural design review
 - m. Architectural construction
 - n. SCADA system review
 - o. Structural Segment Design, prefabrication, and installation
 - p. Major infrastructure construction monitoring
 - q. Land survey
 - r. Marine survey
 - s. Hydraulic design review

- (c) The Applicant's Project Descriptions will be scored on their direct experience against the following categories:
- Health and Safety
 - PMC
 - Design Review
 - Commercial/Project Controls
 - Construction Management
 - Commissioning
- (d) **Note:** PWA intends to contact any previous client for each reference project submitted by the Applicant. Failure of either the client to respond to PWA's request for reference information in a timely manner will be considered as an unsatisfactory record of performance.

7. Personnel Capabilities (Series No. 6)

- (a) The Applicant must clearly demonstrate its ability to assign competent personnel to the contract and that they possess relevant experience on past projects similar in scope and size to the project for which they are seeking to be prequalified, as delineated in Part 2 of this Invitation for Prequalification.
- (b) To demonstrate its understanding of the staffing requirements of the project, the Applicant shall submit a project organizational structure in the form of a diagram with explanatory notes as required in Form EXP – 6.1. The organization structure should:
- Identify key positions (both prime and alternate candidates)
 - Identify specific roles and a brief list of responsibilities of each position
 - Identify key positions to be held by each Partner or any commercial association (if applicable)
 - Identify key skills, qualifications, experience for each position
 - Provide the names of the prime, and alternate candidate for the key personnel listed in the table below
- (c) To demonstrate the Applicant's compliance with these criteria, the Applicant shall submit professional curricula vitae (CVs) for staff who meet the stated requirements for the key positions presented in the following key personnel table.
- (d) For each key position presented in the table overleaf, the Applicant shall supply information (in Form EXP – 6.2) on a first choice candidate and on a suitable alternate, each of whom should meet the experience requirements specified in the key personnel table.
- (e) Successful Applicants will be obliged to offer these personnel or equivalent in their tender.
- (f) The Applicant is to provide evidence that it possesses, or has access to, sufficient qualified resources and equipment, available, or who will be become available if the Applicant's tender is successful, to deliver the project for which seeks Prequalification. In this regards, as a minimum the Applicant must provide the information requested on Form RS – 6.3.

- (g) The candidates submitted for key positions will be scored on their direct experience against the following categories:
- Years of Experience
 - Health and Safety
 - PMC
 - Design Review
 - Commercial/Project Controls
 - Construction Management
 - Commissioning

Key Positions				
Position	Years of Experience			
	Total	In Similar Works	As Manager or Technical Lead (as appropriate) of Similar Works	Experience in Qatar with PWA
Core PMC				
Overall Project Manager	20	15	10	3
Senior Resident Engineer	20	15	10	3
Quality Assurance / Quality Control Engineer	15	10	5	Preferred
Health and Safety Manager	15	10	5	Preferred
Commercial/Contracts Manager	15	10	5	Preferred
Assistant Project Manager – Tunnel & Offshore	15	10	5	Preferred
Assistant Project Manager – Pumping Station	15	10	5	Preferred
Design Review Entire Scope				
Design Review Manager	20	15	10	3
Senior Mechanical Engineer				
Senior EI&C Engineer	15	10	5	Preferred
Senior Tunneling Engineer	15	10	5	Preferred
Senior Outfall Engineer	15	10	5	Preferred
Senior Structural Engineer	15	10	5	Preferred
Senior Hydraulic Engineer	15	10	5	Preferred
Construction Supervision				
Tunnel Resident Engineer	15	10	5	Preferred
Pump Station Res. Engineer	15	10	5	Preferred
Marine Works Res. Engineer	15	10	5	Preferred

8. Project Assurances (Series No. 7)

- (a) PWA requires that all work undertaken on its behalf is carried out safely for all parties. The Applicant must therefore demonstrate that it will allocate resources to enable it to fulfil its statutory obligations for Health and Safety. In this regard, and shall provide the information requested on Form HSE – 7.1.
- (b) PWA additionally is committed to ensure a high quality of life for the State of Qatar’s citizens by protecting the environment and by delivering its services in a way that respects the earth’s natural ecosystems. PWA aims to work with its consultants, contractors and suppliers to help them improve their environmental performance and ensure that, when working for PWA, they adopt equivalent environmental standards. PWA therefore expects its consultants to show evidence of their commitment to the environment by having an environmental policy, which has been endorsed, at the highest level in the company. As a minimum, the Applicant must successfully demonstrate that it has an established and written Environmental Management Policy and provide the information requested on Form HSE – 8.1.
- (c) PWA expects its consultants to demonstrate their commitment to maintaining a rigorous Quality Management Program, which is endorsed at the highest level in the company. As a minimum, the Applicant must provide evidence of any quality certifications that it possess and to provide the information requested on Form QM – 7.2.

9. Management Approach (Series No. 8)

- (a) This series examines the Applicant’s approach to the management of similar design / build or design / build / operate contracts. The Applicant is therefore required to answer the management approach questions included on Form PM – 8.1.
- (b) This series also examines the Applicant’s approach to the processes and procedures to be used for design review and quantity surveying and checking the Contractor’s compliance. The Applicant is therefore required to answer the management approach questions included on Form DRQS – 8.2.

Section IV. Application Submission Sheet and Forms
Checklist for Application

The Applicant should include this Checklist at the front of their Application			
Applicant's Reference No			
Date & Time Submitted			
Document Submittal			
Please use the following symbols to indicate whether forms and documents have been included in your submission:			
	Symbol		Symbol
Form is present	✓	Form is not present	✗
Series No	Category		Form Present
1	Eligibility Requirements		
1.1	Conflict of Interest – Application Submission Sheet		
1.2	Authority Ineligibility – Application Submission Sheet		
1.3	Government Owned Entity – Application Submission Sheet		
1.4	Applicant Details – Forms ELI – 1.1. and ELI - 1.2		
2	Licenses and Registrations		
2.1	Company Registration in Qatar – Form REG – 2.1		
2.1	Joint Tendering Agreement or evidence of an Association – Form ELI – 1.1		
3	Historical Contract Non Performance		
3.1	History of Non Performing Contracts –Form Con 3		
3.2	Pending Litigation –Form Con 3		

Series No	Category	Form Present
4	Financial Situation	
4.1	Audited Financial Statements - Form FIN – 4.1	
4.2	Current soundness of the Applicant's financial position and its prospective long term profitability as measured by average coefficient of current ratio (Current Assets/Current Liabilities) - Form FIN – 4.1	
4.3	Current soundness of the Applicant's financial position and its prospective long term profitability as measured by average coefficient of debt ratio (Total Debt / Total Assets) - Form FIN – 4.1	
4.4	Annual Turnover - Form FIN – 4.2	
5	Experience	
5.1	Technical Expertise, Experience and Track Record - Form EXP- 5.1	
6	Personnel Capabilities	
6.1	Organizational Structure - Form EXP- 6.1	
6.2	Proposed Key Staff CVs - Form EXP- 6.2	
6.3	Resources - Form RS – 6.3	
7	Project Assurances	
7.1	Health Safety & Environment Plan - Form HSE – 7.1	
7.2	Quality Management Plan - Form QM – 7.2	
8	Management Approach	
8.1	Project Management Approach Questions Form PM –8.1	
8.2	Design Review and Quantity Surveying Form DRQS-8.2	

Application Submission Sheet

(To be completed by the Applicant)

Date: _____

To: Public Works Authority

We, the undersigned, apply to be prequalified for the following project:

Project: **Prequalification for Post-Contract Professional Consultancy Services for Project CP 671/2 Musameer Pumping Station and Outfall.**

- We, the undersigned declare that:
- (a) We have examined and have no reservations to the Prequalification Document, and all other documents issued in accordance with ITA Clause 8:
 - (b) We, including any sub-consultants subject to this Prequalification Document do not have any conflict of interest, in accordance with ITA Sub-clause 4.2;
 - (c) We, including any sub-consultants subject to this Prequalification Document, have not been declared ineligible by PWA's nor Qatar's laws or official regulations
 - (d) We are not a government owned entity.
 - We are a government owned entity and we meet the requirements of ITA Sub-clause 4.8.
 - (e) We, in accordance with ITA Sub-clause 24.1, plan to subcontract the following key activities and/or parts of the services:

Activities	Sub-consultant

- (f) We understand that you may cancel the prequalification process at any time and that you are neither bound to accept any application that you may receive nor to invite the prequalified Applicants to tender for the contracts subject of this prequalification, without incurring any liability to the Applicants, in accordance with ITA Clause 26.

Prime Consultant or Lead Partner

Signed:

Name: _____ in the capacity of _____

Who is duly authorized to sign the application for, and on behalf of:

Applicant's Legal Name _____

Address _____

Dated on _____ day of _____ 2015

Partner (2)

Signed:

Name: _____ in the capacity of _____

Who is duly authorized to sign the application for, and on behalf of:

Applicant's Legal Name _____

Address _____

Dated on _____ day of _____ 2015

Note:

- The authorization of the signatories to the Application Submission Sheet shall be evidenced by submitting a power of attorney, which shall be attached this Application Submission Sheet.

Form ELI – 1.1

Applicant Information Sheet

(To be completed by the Applicant)

Date:

Project: **Prequalification for Post-Contract Professional Consultancy Services for Project CP 671/2 Musaimeer Pumping Station and Outfall.**

Page _____ of _____ pages

Applicant's Legal Name

In the case of an association, the legal name of each member

Prime Consultant of Lead Partner

Partner (2), if applicable

Applicant's actual or intended country of constitution

Applicant's actual or intended year of constitution

Applicant's legal address in country of constitution

Applicant's authorized representative information

Name:

Address:

Telephone/Fax numbers

Email address

Attached are copies of the following documents:

- 1. In case of a single entity, articles of incorporation or documents of constitution of the legal entity named above, in accordance with ITA 4.1
- 2. In the case of an Association, and in accordance with ITA 4.1, entities intending to form an Association, must provide a joint tendering agreement. Existing entities must provide evidence of such Association
- 3. In the case of a government-owned entity, any additional documents not covered under 1 above required to comply with ITA 4.8

Form ELI – 1.2

Applicant Information Sheet as per ITA 24.1

(To be completed by both Partners and by all sub-consultants)

Date: _____

Project: **Prequalification for Post-Contract Professional Consultancy Services for Project CP 671/2 Musameer Pumping Station and Outfall.**

Page _____ of _____ pages

Applicant's Legal Name

Partner/Sub-consultant's legal

name

Partner/Sub-consultant's
country of constitution

Partner/Sub-consultant's year of
constitution

Partner/Sub-consultant's legal
address in country of constitution

Partner/Sub-consultant's authorized representative information

Name:

Address:

Telephone
numbers

Fax numbers

Email address

Attached are copies of the following documents:

- 1. Articles of incorporation or documents of constitution of the legal entity named above, in accordance with ITA 4.1)
- 2. In the case of a government-owned entity, documents establishing legal and financial autonomy and compliance with commercial law, in accordance with ITA 4.8

Form REG – 2.1

Company Registrations

To be completed by Prime Consultant or by both Partners

1 Registration in home country (evidence to be provided as supporting information in the submission – One A4 sheet only)					
Year established		Country/Area where registered			Registration/License No.
2 Registration in Qatar, if it already exists (evidence to be provided as supporting information in the submission – One A4 sheet only)					
Year established		Discipline of Registration			Registration/License No.
3 If not registered in Qatar, please provide details of prospective sponsor or details of alternative registration proposal:					
Prospective sponsor's name		Address and Contact Numbers			Type of Business
Alternative Registration Proposal					
4 Sub-consultants					
Name	Registered in Qatar		Discipline	Registration / License No	Location Services to be carried out
	Yes	No			

FORM CON – 3
HISTORICAL CONTRACT NON PERFORMANCE SHEET

Date:

Project: **Prequalification for Post-Contract Professional Consultancy Services for Project CP 671/2 Musaimeer Pumping Station and Outfall.**

Page _____ of _____ pages

Note: This form is to be completed by the Applicant, and if an association, each association member

D No Non-performing contracts in accordance with Item 3.1 of Section III, Qualification Criteria			
D Non-performing contracts with no pending litigation in accordance with Item 3.2 of Section III, Qualification Criteria			
D Non-performing contracts with pending litigation in accordance with Item 3.2 of Section III, Qualification Criteria, as indicated below			
Year	Outcome as Percent of Total Assets	Contract Identification:	Total Contract Amount (current value, QAR equivalent)
		Contract Identification: Name of Employer: Address of Employer: Matter in dispute:	
		Contract Identification: Name of Employer: Address of Employer: Matter in dispute:	
		Contract Identification: Name of Employer: Address of Employer: Matter in dispute:	

Form FIN – 4.1

Financial Situation

(To be completed by Prime Consultant or by both Partners)

Applicant's Legal
Name: _____

Date: _____

Project: **Prequalification for Post-Contract Professional Consultancy Services for Project CP 671/2 Musaimeer Pumping Station and Outfall.**

Use a separate sheet for each Partner

Financial Information in QAR ¹				
	Year 2012	Year 2013	Year 2014	Average
Information from Balance Sheet				
Total Assets (TA)				
Total Liabilities (TL)				
Net Worth (NW)				
Accounts Receivable (AR)				
Current Assets (CA)				
Current Liabilities (CL)				
Information from Income Statement				
Total Revenue (TR)				
Operating Profit (EBIT)				
Net Revenue (NR)				
Financial Indices				
Current Assets/Current Liabilities(Current Ratio)				
Operating Profit/Total Revenue (Profit Margin)				
Total Revenue/Total Assets (Return on Assets)				
Total Liabilities/Total Assets (Debt Ratio)				

Attached are copies of independently audited financial statements (balance sheets, including all related notes, and income statements) for the years required above complying with the following conditions:

- a) Must reflect the financial situation of the Applicant or a party of the Applicant, and not sister or parent companies;
- b) Historic financial statements must be audited by a certified accountant;
- c) Historic financial statements must be complete, including all notes to the independently audited financial statements;
- d) Financial statements must be in English, all translations must be provided with a notarized certification
- e) Historic financial statements must correspond to accounting periods already completed and independently audited (no statements for partial periods shall be requested or accepted);
- f) Note that all financial information shall be treated as confidential by PWA; please refer to ITA clause 20.

Attached Additional Information:

- Auditor's name, address and fax number

Notes:

1. The figures quoted should be based on the currency exchange rates published by the Qatar National Bank, ten working days before the application submission closing date.

Form FIN – 4.2

Average Annual Sales Turnover

(To be completed by Prime Consultant or by both Partners)

Applicant's Legal
Name: _____

Date: _____

Project: **Prequalification for Post-Contract Professional Consultancy Services for Project CP 671/2 Musaimeer Pumping Station and Outfall.**

Average Annual Turnover Data in Qatar (to be completed by individual companies of Qatar Partner) ¹		
Year	Amount and Currency	QAR equivalent
2012		
2013		
2014		
Average Annual Turnover Data International (To be completed by Non Qatari Partner) ^{1, 2}		
Year	Amount and Currency	QAR equivalent
2012		
2013		
2014		

NOTES:

1. Average annual turnover calculated as total certified payments received for work in progress or completed, divided by the number of years specified. Both international turnover and local Qatar turnover should be provided if applicable.
2. The figures for international turnover should be based on the currency exchange rates published by the Qatar National Bank, ten working days before the application submission closing date.

Form EXP – 5.1

General Experience

(To be completed by Prime Consultant or by both Partners)

Applicant's

Legal Name: _____

Date: _____

Project: **Prequalification for Post-Contract Professional Consultancy Services for Project CP 671/2 Musaimeer Pumping Station and Outfall.**

On a separate page, and using the following format, the Applicant is requested to present his project experience intended to address the requirements set out in Section III, C. Qualification Criteria, Subsection 5. The value should be based on the currencies of the contracts converted into Qatar Riyals, at in Qatar Riyals, calculated using the currency exchange rates published by the Qatar National Bank, ten working days before the application submission closing date). The information is to be summarized for each project being submitted by the Applicant to fulfil the requirements of this criterion.

1.	Name & Number (if applicable of Contract)	
2.	Location (Country, State, Region, etc.)	
3.	Name of Employer	
4.	Employer Representative (provide full contact information)	
5.	Nature of works and special features relevant to the project for which the Applicant wishes to prequalify	
6.	Your contract role (e.g. management consultant, supervision consultant, designer)	
7.	Type of Contract (check one)	
	<input type="checkbox"/> Design-bid-build	<input type="checkbox"/> Design-build-operate
	<input type="checkbox"/> Design-build	<input type="checkbox"/> Other
8.	(a) Total contract value (b) Construction and commissioning value (c) the professional services contract value (d) your share of the contract value	
	(a)	(b) (c) (d)
9.	Indicate the approximate Qatar Riyal amount and nature of substantial work (more than 20 percent in your share of the contract value) undertaken by subcontract, if any.	
10.	Final Contract Cost	
11.	Date of Award	Contract Duration

12.	Actual Date of Completion	
13.	Completed on Schedule (if not, explain)	
14.	Number & Category of Staff Engaged on Project	
	Number	Category
15.	<p>Project Description (to include relevant information to the scope of the project being applied for)</p> <p>Note, the Project Descriptions will be scored against the following categories; Health and Safety, PMC, Design Review, Commercial/Project Controls, Construction Management, and Commissioning.</p>	

Form EXP – 6.1

Organizational Structure

(To be completed by the Applicant)

Applicant's Legal Name:

Date: _____

The organizational structure (chart) should be presented in the form of diagrams with explanatory notes and should:

- Identify key positions
- Identify specific roles and a brief list of responsibilities of each position
- Show lines of authority and reporting relationships
- Identify key positions to be held by each member of an Association (if applicable)
- Identify key skills, qualifications, experience for each position
- Provide the names of the prime and alternate candidate for the key personnel listed in the Key Positions table

Note: The organizational structure (chart) and the above required information/details should be limited to four A4 sheets.

Form EXP – 6.2

Candidate CVs – Maximum 3 pages per person

(To be completed for each candidate listed under Form EXP – 5.1 and the table of Key Positions)

Applicant's Legal Name: _____

Date: _____

Position		Candidate <input type="checkbox"/> Prime <input type="checkbox"/> Alternate	
Candidate Information	Name of Candidate		Date of Birth
	Education		Nationality
	Total Years of Experience		Languages
	Membership in Recognized International Organizations/Institutions		
	Professional Key Qualifications & Experience (Included detailed relevant project experience to include name & location of project, client and representative contact information, type of contract, contract value, role in project, period of project, date of completion, and relevant technical details to demonstrate similar nature of experience to scope of project in accordance with the requirements of Part 2 Section)		
Present Employment	Name of Employer		
	Address of Employer		
	Telephone		
	Fax		
	Email		
	Job Title of Candidate		
	Years with Present Employer		
Contact (manager / personnel officer)			

Employment Record	Summaries professional experience over the last 10 year in reverse chronological order. Indicate particular technical and managerial experience relevant to the relevant project. Information to include:	
	From/To	
	Company & Position	
	Project Name	
	Relevant Experience	
Certification		
I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications and my experience.		
(Signature of staff member and authorized representative of the firm)		
Staff member name:	_____	Signature: _____
Representative of Applicant:	_____	Signature: _____
Date:	_____	

Form RS – 6.3

Resources

(To be completed by the Applicant)

Applicant's Legal Name:

Date:

Project: **Prequalification for Post-Contract Professional Consultancy Services for Project CP 671/2 Musameer Pumping Station and Outfall.**

1.	How many employees do you directly employ currently who are located in the State of Qatar?	
2.	How many employees do you directly employ currently who are located in GCC countries?	
3.	How many employees do you directly employ currently who are located internationally?	
4.	How many staff do you employ in Qatar at each grade, relevant to the work that is the subject of this application?	
	Management	
	Professional	
	CAD Technicians	
	Construction Supervision	
	Administrative / Clerical	
	Other (please specify)	
	Other (please specify)	
	Total	
5.	Types of Services Offered	
	Master Planning / Feasibility Studies	Project Related Studies
	Investment Opportunity Studies	Construction Supervision
	Market Studies	Project Management
	Quantity Surveying	Transfer of Technology/Training
	Engineering Design	Advisory Services
	Other (please specify)	
	Other (please specify)	
	Other (please specify)	

6.	Support Facilities (please provide details on your offices, equipment, computing facilities (hardware and software) in Qatar)
Office Space	
Office Equipment	
Computer Software	
Other Facilities	
Describe the processes your company uses to ensure all software used by your company is correctly and legitimately licensed. (Minimum of 200 words)	

Form HSE– 7.1

Health, Safety and Environment

(To be completed by Prime Consultant or by both Partners)

Applicant's Legal Name: _____ Date: _____

Project: **Prequalification for Post-Contract Professional Consultancy Services for Project CP 671/2 Musameer Pumping Station and Outfall.**

Page _____ of _____ Pages

Health Safety & Environment Criteria (Please Tick Each Box as Appropriate)		Yes	No
1	Does your company have a documented Health & Safety Management System and procedures that address your work practices? If "Yes" please provide an index to your health & safety management system and a list of your health & safety procedures.		
2	Is your company Health & Safety Management System certified to OHSAS 18001:2007? If "Yes" provide a copy of your current certificate. If "No", on a separate sheet, please describe if your company has any future plans to achieve certification.		
3	Does your company have a documented Environmental Management System and procedures that address your work practices? If "Yes" please provide an index to your environmental management system and a list of your environmental procedures.		
4	Is your company Environmental Management System certified to ISO 14001:2004? If "Yes" provide a copy of your current certificate. If "No", on a separate sheet, please describe if your company has any future plans to achieve certification.		
5	Does your company have personnel assigned the responsibility of Health, Safety and Environmental Management at the corporate level? Please provide their CV as part of this submission.		
6	Does your company have a process or procedure for budgeting for Health, Safety and Environmental Management activities? If "Yes" please provide a copy as part of this submittal. If "No" please describe on a separate sheet, the method that you will apply to ensure that health & safety is adequately budgeted for on this project.		
7	Are your senior managers personally committed to HSE through leadership? If "Yes" please describe on a separate sheet, how your senior managers are involved in HSE leadership within your organization and on this project, if you are successful.		

8	For the project which the Applicant is applying, please describe the key health and safety hazards associated with the scope of work as envisaged by you, and what measures you will implement to ensure that these hazards are removed, reduced or controlled by the Implementation Contractor and your supervisory staff. (Minimum of 200 words)					
9	Please provide the following safety performance data:					
		2015	2014	2013	2012	2011
	Fatalities					
	Lost Time Injuries (LTI) (>3 days)					
	Total hours worked					
	Accident Frequency Rate (AFR) *					
	Medical Treatment Injuries					
	Prosecuted for any HSE related offences					
	Prohibition or improvement notices by an enforcement authority					
	*Accident Frequency Rate (AFR) = (Total of LTI >3 days) divided by (the total hours worked divided by 100,000)					

Form QM – 7.2

Quality Management

(To be completed by Prime Consultant or by both Partners)

Applicant's Legal Name: _____ Date: _____

Project: **Prequalification for Post-Contract Professional Consultancy Services for Project CP 671/2 Musaimeer Pumping Station and Outfall.**

Page _____ of _____ Pages

Question	Quality Management Criteria <i>(Please Tick Each Box as Appropriate)</i>	Yes	No
1	Does your company have a documented Quality Management System and procedures that address your work practices? If "Yes" please provide an index to your quality management system and a list of your quality management procedures.		
2	Is your company Quality Management System certified to BS EN ISO 9001:2008? If "Yes" provide a copy of your current certificate. If "No", on a separate sheet, please describe if your company has any future plans to achieve certification.		
3	Does your company provide job specific Quality training to your employees? If "Yes" please describe on a separate sheet the procedures. (Minimum 200 words)		
4	Does your company have a process to control and monitor the quality of your deliverables? If "Yes" please describe on a separate sheet the processes procedures (Minimum 200 words)		
5	Does your company have a process to control and monitor the quality of your subcontractor's or sub-consultant's performance? If "Yes" please describe on a separate sheet the processes procedures (Minimum 200 words)		
6	Does your company have a system where knowledge, skills and experience gained by individuals is disseminated, shared and redeployed? If "Yes" please describe on a separate sheet the processes procedures (Minimum 200 words)		

Form PM – 8.1

Project Management Approach Questions

(To be completed by the Applicant)

Applicant's Legal Name:

Date:

Project:

Prequalification for Post-Contract Professional Consultancy Services for Project CP 671/2 Musaimeer Pumping Station and Outfall.

Page _____ of Pages

Question	Project Management Criteria
1.	Please provide an index to your project management, or project delivery, system and list the major processes controlled by your Project Management Manual and the corresponding standards that have been used in its development. (Minimum of 200 words)
2.	Describe the integration of the different modules within your Project Management System, and identify any elements that are specific to design review and construction supervision on design / build or design / build / operate contracts (Minimum of 200 words)
3.	Describe the elements of the information management solution used by your Project Management System and in particular the systems and processes used for document management, contract management, scheduling, cost management, etc. (Minimum of 200 words)

4.	Describe the internal checks and improvement practices implemented with your Project Management System (Minimum of 200 words)
5.	Please identify the top ten key risks (other than health and safety risks) at the specific project level for which the Applicant is applying and describe how you will manage and mitigate those risks. (Minimum of 200 words)
6.	Please describe your company processes for identifying hazards and assessing/managing risks associated with identified hazards? (Minimum of 200 words)
7.	Please describe the reporting and communication protocols you would employ to keep the PMC and PWA informed of progress, issues and so on (Minimum of 200 words)

8.	Please describe the methods used by your supervisory staff to maintain contemporaneous records and detail the key documents of record you would complete and maintain for the project for which the Applicant is applying (Minimum of 200 words)
9.	Describe the critical issues to be evaluated in reviewing a Contractor's proposals for selection of a tunnel boring machine. How would you ensure that these issues are addressed under a Design and Build form of Contract (Minimum of 200 words)
10.	In your capacity as supervision consultant, how will you ensure that ground risk is managed appropriately during the construction phase? In your response, please describe your understanding of the key ground risks associated with geological conditions to be expected in Qatar (Minimum of 200 words)
11.	From your experience on similar projects, describe the measures to be adopted to control ground settlements and to minimize the risk of damage to adjacent utilities and buildings (Minimum of 200 words)

Form DRQS – 8.2

Design Review and Quantity Surveying

(To be completed by the Applicant)

Applicant's Legal Name:

Date:

Project: **Prequalification for Post-Contract Professional Consultancy Services for Project CP 671/2 Musaimeer Pumping Station and Outfall.**

Page _____ of _____ Pages

Question	Design Review and Quantity Surveying Criteria
1.	Please provide an index to your design review manual and describe the major processes undertaken during design review (Minimum of 200 words)
2.	Please provide an index to your quantity surveying manual for post contract services in a design and build contract. (Minimum of 200 words)
3.	Describe the measures to be undertaken when review the Contractor's design to ensure it is fully compliant with the Project Specification and applicable standards. (Minimum of 200 words)

4.	Describe the measures to be taken in administering the contract to ensure that disputes are minimized and that when they do arise, are dealt with appropriately. (Minimum of 200 words)
5.	List the key processes and procedures you would envisage implementing to effectively monitor cost and schedule performance against the baseline plan. Minimum of 200 words)

THIS PAGE HAS BEEN INTENTIONALLY LEFT BLANK



هئية الأشغال العامة
PUBLIC WORKS AUTHORITY
INFRASTRUCTURE AFFAIRS
DRAINAGE PROJECTS
DEPARTMENT

PREQUALIFICATION
FOR
POST-CONTRACT PROFESSIONAL
CONSULTANCY SERVICES
FOR
PROJECT CP 671/2 MUSAIMEER PUMPING
STATION AND OUTFALL

PROJECT ID: IA 14/15 S 005 G
PART 2 - WORK REQUIREMENTS

Public Works
Authority PO Box
22188
Doha
State of Qatar

September 2015

PART 2: WORK REQUIREMENTS

Table of Contents

1.	Introduction	64
2.	Project Scope	65
3.	Scope of Services.....	67

Note: The above documents are not final. PWA reserves the right to make any changes to the documents that do not change the document philosophy, without incurring any liability to Applicants. The final documents will be part of the Tender Documents.

THIS IS ISSUED FOR INFORMATION ONLY

1.0 INTRODUCTION

- 1.1 The Project includes Detailed Design, Construction and three years of Operations and Maintenance. The summary of the scope is as follows:
- Detailed Design and Shop Drawings
 - Additional Surveys and site investigations
 - Permits, including DC 2 building permit, road opening permit, construction and operations permits
 - Procurement
 - Construction and installation
 - Commissioning
 - Three years of operations and maintenance

2.0 PROJECT OVERVIEW

A. Ground and Storm Water Pumping Station

- 1. Design capacity of 19.7 m³/s**
- 2. Groundwater base flow of 1.9 m³/s**
- 3. Bar screens with cable operated trash rake on monorail**
- 4. Grit pumps and grit classifiers**
- 5. Screenings and grit handling systems**
- 6. 10 No. submersible type pumps with 3.3kV 1000kW motors**
- 7. Hydraulically actuated roller gate valves and stop logs**
- 8. 10 No. 1000mm NB Pump discharge non-return valves and control valves**
- 9. Access stairs, ladders and lift**
- 10. 30 tonne gantry crane and monorail hoists**
- 11. HVAC and building services**
- 12. Overflow Chamber and overflow channel**
- 13. Outfall Chamber**
- 14. 1800mm diameter GRP recirculation line**
- 15. 2000mm DI future re-use line with 1000mm NB DI tees and isolation valves**
- 16. SCADA and Instrumentation**

B. Outfall Tunnel and Diffuser

- 1. 10m diameter drop shaft at Pump Station site**
- 2. 3.7-m internal diameter, 10-km long, segmentally lined subsea tunnel**
- 3. 3.0-m internal diameter offshore riser shaft to diffuser field**
- 4. Diffuser field with 3000 – 600mm NB PE pipes and 84 No. 300mm NB rubber duckbill check valve diffusers**

C. 11 kV Substation (Handed over to Kahramaa)

- 1. Connection of 11kV cables and pilot cable to existing cables outside of Al Thumama Super Primary Substation**
- 2. 3 No. 6km long 11kV cables**
- 3. 11kV switchgear (**
- 4. 500kVA 11/0.433 kV station transformer**

D. 11 kV and 3.3 kV

- 1. 4 No. 5 MVA 11kV transformers**
- 2. 5 MVA Transformer Building**
- 3. 3.3kV switchgear**
- 4. 2 No. 1600kVA 3.3/0.433 kV transformers**

5. 1600kVA transformer building
6. 4No. 3.3kV variable frequency drives
7. 6 No. 3.3kV soft starters

E. Emergency Standby Generators

1. 4No. 3750 kVA 3.3kV generators
2. Generator building
3. Maintenance workshop
4. 5t gantry crane
5. LV electrical Room
6. Battery room
7. Fuel storage tanks

F. Operations Building

1. 3.3kV MCC room
2. LV electrical room
3. Mechanical room
4. Hydraulics room
5. Control room
6. Laboratory
7. Office and meeting rooms
8. Kitchen
9. Staff accommodation
10. Prayer room
11. Showers and washrooms

G. Site and Support Facilities

1. On-site and off-site sampling and water quality monitoring
2. Existing flexible concrete cut-off wall to approximately 36m below existing ground level
3. Existing tunnel retrieval pit (backfilled)
4. Demolition and protection of part of existing 3.7m diameter segmentally lined tunnel

3.0 SCOPE OF SERVICES

3.1 Introduction

3.1.1 The services to be provided by the Consultant to the PWA relate to the carrying out of Post-Contract Professional Consultancy Services for

- (i) Design Review of the Contractor's Design that has been developed under the design / build or design / build / operate contracts;
- (ii) General & Site Supervision; and
- (iii) Quantity Surveying

to monitor the progress and compliance of the contract/s let, from contract commencement through to completion of the maintenance period (defects liability period).

3.1.2 The Consultant shall perform the role and responsibility of The Engineer's Representative and will be responsible for providing personnel, equipment, materials, supplies and facilities for their use in order to manage, supervise, inspect, and complete their scope of work in a timely and acceptable manner.

3.2 Design Review and Related Oversight Activities

The scope of services may include:

- (i) Coordinate with the Design-Build Contractor and PWA so that design review is completed in a satisfactory and timely manner.
- (ii) Verify that the Design-Build Contractor's design is in conformance with the performance criteria as described in the design-build or design-build-operate contract.
- (iii) Comment on designs, including temporary works designs, and other submissions presented by the Contractor for approval. Ensure the adequacy of all designs and temporary work and checking that the designs and temporary works have been reviewed and certified by the independent Quality Control Engineer, where required.
- (iv) Review and analyze the Implementation Contractor's Design Quality Control Program (QCP) and provide recommendations to PWA regarding approval or action. Monitor the Implementation Contractor's design quality control efforts and documentation, report on adequacy of plan implementation and provide recommendations.

3.3 General and Site Supervision

The scope of services may include:

- (i) Monitor the Implementation Contractor's conformance with the Implementation Contractor's quality control program, including recommendation of solutions to the PWA which may be needed to maintain construction quality and the budget and schedule.
- (ii) Keep the PWA fully advised on all matters relating to the work on site.
- (iii) Perform daily observations of construction and testing operations.

- (iv) Monitor construction progress and prepare reports of observed construction activities categorized by area, activity type, location, Contractor's manpower, plant, and so on.
- (v) Monitor the Design-Build Contractor's Health and Safety Plan, permitting (such as confined space entry), accident and incident reporting, worker welfare management etc.
- (vi) Review the Design-Build Contractor's proposed Progress and Payment Schedule.
- (vii) Verify construction progress in support of the Design-Build Contractor's payment requests.
- (viii) Review the Design-Build Contractor's and his designer's records of construction.
- (vi) Facilitate cooperation between any utilities owners and the Design-Build Contractor. Work to facilitate and overcome any disagreements and assist in the negotiation of utility corridor agreements.
- (vii) Prepare technical reports on major incidents or events of professional interests and events causing substantial delay to record and document the experience of construction of the Works.
- (viii) Attendance and continued responsibilities during the Maintenance (Defects Liability) period, up to and including the issue of the Maintenance Certificate for the Contract including but not limited to the provision of the Engineer to check the Works during the Maintenance period to ensure that all necessary repairs are being satisfactorily carried out in a timely and prompt manner.

3.4 Quantity Surveying

The Consultant shall be an approved Quantity Surveying practice duly registered with the "Engineers' Accrediting and Classifying Committee" for all post contract quantity surveying services. Alternatively, the Consultant may engage a Quantity Surveying practice on a sub-consultant basis.

This page is intentionally left blank