



هيئة الأشغال العامة
PUBLIC WORKS AUTHORITY

Infrastructure Affairs

PREQUALIFICATION DOCUMENT
FOR THE PROCUREMENT OF

DESIGN-BUILD AND OPERATE-MAINTAIN CONTRACT
For

Ground and Surface Water Treatment Demonstration Facility

CIVIL PROJECT: CP 815
PROJECT ID: IA 14/15 D 005 G
BUDGET REF: 1460010/11320

Part 1 - PREQUALIFICATION PROCEDURES

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SECTION I - INSTRUCTIONS TO APPLICANTS (ITA)

A. 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 (PWA), as defined in the ADS, issues this Prequalification Document to Applicants interested in Tendering for of the scope of works described in Part 2 – Work Requirements.

2. Source of Funds

2.1 The scope of works 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 them of the benefits of free and open competition;

(b) May, at its sole discretion, reject a proposal for prequalification if it determines that the Applicant recommended for prequalification has engaged in Corrupt or Fraudulent practices in competing for the Contract.

4. Eligible Applicants

- 4.1 Applicant may be a private, public or government owned legal entity or any combination of them with the formal intent to enter into a joint venture agreement or under an existing joint venture agreement.
- 4.2 Applicant that is under a declaration of ineligibility by PWA in accordance with ITA 3.1, at the date of submission of the Application or thereafter, shall be disqualified.
- 4.3 Government-owned entities in 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.
- 4.4 Applicants shall provide such evidence of their continued eligibility satisfactory to the PWA, as the PWA shall reasonably request.
- 4.5 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.
- 4.6 Where an applicant, its affiliates or parent company in addition to consulting, also has the capability to manufacture or supply goods, or to construct the works, that applicant, its affiliates or parent company normally cannot be as supplier of goods or works on a project for which it provides consulting services, unless it can be demonstrated that there is not a significant degree of common ownership, influence or control.

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 relating to the boycott of Israel.

B. Contents of the Prequalification Document

6. Sections of Prequalification Document

6.1 The document for the prequalification of Applicants (hereinafter "Prequalification Document") consists of parts 1 and 2 which comprise all the sections indicated below, and 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 Forms

PART 2 - WORK REQUIREMENTS

Appendix A: Details of Scope of Works are included in this section as well as details of the contractor's key personnel that are required.

The Form of Contract shall be based on the General Conditions of Contract (for use of Design and Build Contracts in Qatar subsequently modified to include Operate and Maintain) as published by Infrastructure Affairs, PWA and will be supplemented by the Conditions of Particular Application specific to project CP815. A fixed lump sum Price will be required from the Tenderers for the Contract.

6.2 The Applicant is expected to examine all instructions, forms, and terms in the Prequalification Document and shall furnish all information and/or documentation as required by the Prequalification Document on the whole.

7. Clarification of Prequalification Document

7.1 Applicants requiring clarifications of the Prequalification Document shall contact the PWA in writing at the address indicated in the ADS. The PWA shall respond in writing to requests for clarification provided that such are received by PWA not later than seven (7) calendar days before the deadline for submission of Applications. The responses to the requests for clarifications will be issued in the form of addendum/ circulars without identifying their originating source(s). Should PWA deem it necessary to amend the Prequalification Document as a result of a change or a clarification, they will do so by following the procedure under ITA 8 and in accordance with the relevant provisions made under ITA 17.2.

**8. Amendment of
Prequalification
Document**

- 8.1 At any time prior to the deadline for submission of Applications, the PWA may amend the Prequalification Document by issuing addenda/ circulars as may be appropriate.
- 8.2 Any addendum or circular published shall form part of the Prequalification Document.
- 8.3 To give prospective Applicants reasonable time to take an addendum or a circular into account in preparing their applications, the PWA may at its discretion, extend the deadline for the submission of Applications.

C. Preparation of Applications

- 9. Cost of Applications** The Applicant shall bear all costs associated with the preparation and submission of its Application. The PWA shall neither be responsible nor be liable for those costs under any circumstances, regardless of the conduct or the outcome of the Prequalification Process.
- 10. Language of Application** 10.1 The Application as well as all correspondence and documents exchanged between the Applicant and the PWA, shall be written in the language specified in the ADS.
- 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** 12.1 The Applicant shall prepare an Application Submission Sheet using the form furnished in Section IV, Application Forms. This form must be completed without any alteration to its format.
- 13. Documents Establishing the Eligibility of the Applicant** 13.1 To establish the 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 Forms.
- 14. Documents Establishing the Qualifications of the Applicant** 14.1 To establish the qualifications needed to perform the scope of works in accordance with Section III Qualification Criteria, the Applicant shall provide the information requested in the corresponding Information Sheets included in Section IV, Application 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 up as "**ORIGINAL**". The original of the Application shall be typed or written in indelible ink and shall be signed by the authorized signatory of the Applicant's organization. In the case of a JV, authorized signatories of all Parties shall 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 up as "**COPY**". In the event of any discrepancy between the original and the copies, the original shall prevail.

D. 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 that shall:

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

16.2 In addition to the hardcopies, the Applicant shall submit a softcopy on a labeled CD enclosed to the original copy indicated in the ADS. The label should show the project title and the Applicant's name. No boxes, notebooks or lever arch files are to be submitted.

16.3 The PWA shall accept no responsibility for not processing any envelope that was delivered unsealed or not identified in full accordance with the requirements of the Prequalification Document.

17. Deadline for Submission of Applications

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

17.2 The 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 the 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 the PWA after the deadline for submission of Applications prescribed in ITA 17 may, at the sole discretion of the PWA, be rejected as non-compliant and remain unopened.

19. Opening of Applications

19.1 The opening of a *compliant* Application shall be carried out strictly in accordance with the PWA Regulations.

E. 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 the Applicants. The Applicants shall only be notified of the final outcome at in the appropriate time following the complete on of the prequalification process.
- 21. Clarification of Applications** 21.1 After the Application submission closing date, PWA may ask any Applicant for a clarification. The Applicant shall submit, to the address indicated in the ADS (ITA 17.1), its reply within **seven (7) calendar days** after the clarification date or by the date and time set in the PWA's request for clarification. Any requests for clarification and all replies shall be exchanged only in writing.
- 21.2 If an Applicant does not provide clarifications to the information requested within the prescribed timescale set in the PWA request for clarification, the Application may at the sole discretion of the PWA, be rejected as non-compliant.
- 22. Responsiveness of Applications** 22.1 The PWA 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 key activities indicated in Section III, Qualification Criteria, shall specify the activity or parts of the scope of works to be sub-contracted in the Application Submission Sheet and clearly identify such activities and the proposed specialist sub-contractor(s) in Form ELI-1.2 in Section IV. Such proposed specialist sub-contractor(s) shall meet the corresponding qualification requirements specified in Section III, Qualification Criteria.
- 24.2 The PWA does not intend to execute certain specific parts of the scope of works by contractors selected in advance by the PWA (Nominated Contractor) unless otherwise stated in the ADS.

F. Evaluation of Applications and Prequalification of Applicants

25. Evaluation of Applications

- 25.1 The PWA shall use all the factors, methods and criteria defined in Section III, Qualification Criteria to evaluate the qualifications of the Applicants and any specialist sub-contractors. The 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 works.
- 25.2 Only the qualifications of specialist sub-contractors that have been identified in the Application may be considered in the evaluation of an Applicant. However, the general experience and financial resources of sub-contractors may not be added to those of the Applicant for purposes of prequalification of the Applicant.
- 25.3 Unless otherwise indicated in the ADS, this Prequalification shall be for a single contract.

26. PWA's Right to Accept or Reject Applications

- 26.1 The PWA reserves the right to accept or reject any Application, or to annul the Prequalification Process or to reject all Applications at any time, without thereby incurring any liability to Applicants.

27. Prequalification of Applicants

- 27.1 Applicants whose applications have met or exceeded the specified threshold criteria shall, to the exclusion of all others, be prequalified by the PWA. PWA will invite a list of qualified Applicants to tender for the Contracts specified in ITA 25.3 above.

28. Notification of Prequalification

- 28.1 Once the prequalification process has been completed, PWA will notify all Applicants in writing to confirm if they have been prequalified or not.

29. Invitation to Tender

- 29.1 PWA will invite tenders for the Contract specified in ITA 25.3 at appropriate times, from the prequalified Contractors or JVs. PWA shall however reserve the right to include or exclude any prequalified contractor or add selected others as may be deemed necessary at the time of tendering for the project.
- 29.2 Tenderers shall be required to provide Tender security acceptable to the PWA in the form and an amount as to be specified in the tender documents, also, the successful tenderers shall be required to provide a Performance security in the form and an amount as to be specified in the tender documents.

30. Changes in Qualifications of

- 30.1 Any change in the structure or formation of an Applicant after being prequalified in accordance with ITA 27 and invited to

Applicants

tender shall be subject to written approval of the PWA. 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 the PWA, a substantial reduction in competition may result. Any such changes shall be submitted to the PWA not later than **fourteen (14) days** after the date of the Invitation to Tender.

31. Submissions

31.1 Applicants must not exceed the stated maximum permitted numbers of pages/ words in their submissions. For this purpose, "page" means "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 2.5cm. 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 what is requested.

31.2 All written submissions, questions, queries, communications and the like between Applicants and the PWA must be in English. Applicants must answer all questions accurately and concisely as possible and monetary values must be stated in QAR. Failure to furnish the required information, make a satisfactory response to any question or supply required documentation will have an impact on Applicant's score or Applicant may not be invited to participate further.

Note: Applicant's attention is drawn to the two hard copies (Original & a Copy) and a soft copy on a Compact Disk (CD) which must be included as part of the submission. No other documentation, including brochures about your company, additional information etc. should be included in your submission other than what is requested. No boxes, notebooks or lever arch files are to be submitted.

SECTION II – APPLICATION DATA SHEET (ADS)

A. Introduction	
ITA 1.1	The identification of the Invitation for Prequalification is: - Prequalification Application for Design, Build, Operate and Maintain Contract (DBOM) of Ground and Surface Water Treatment Demonstration Facility.
ITA 1.1	Project ID: - Design, Build, Operate and Maintain Contract (DBOM) for the construction of Ground and Surface Water Treatment Demonstration Facility Civil Project: CP815 Project ID: IA 14/15 D 005 G Budget Ref: 1460010/11320
ITA 4.1	Multiple Partnerships (up to maximum of three partners) of Local Commercially Registered Qatari Companies and JV are allowed. However the Joint Venture Requirements set out in Part 1: Prequalification Procedures, Section III Qualification Criteria, Part G, Joint Venture Requirements must be complied with.
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	In addition to the original, the number of copies to be submitted with the application is: Two hardcopies and one softcopy (on a CD).
D. Submission and Opening of Applications	
ITA 17.1	For application submission purposes only, the PWA's address is: As per the invitation letter. The deadline for application submission is: As per the invitation letter.
E. Evaluation of Applications	
ITA 23.1	No price preferences for domestic tenderers shall be applied.
ITA 24.2	Evaluation of Applications shall be carried out in accordance with paragraph; F. Evaluation of Applications and Prequalification of Applicants, 25. Evaluation of Applications.

ITA 25.3	If the prequalification is for multiple contracts, the methods and qualification criteria to determine the combination of contracts for which the Applicant shall prequalify shall be as specified in Section III, Qualification Criteria.
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SECTION III - QUALIFICATION CRITERIA

A. General

This section identifies the:

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

that the PWA will use to evaluate the prequalification applications.

To be prequalified, an applicant firm or joint venture must demonstrate to the PWA that it substantially satisfies the requirements regarding experience, personnel, financial position and litigation history, specified below.

(The “**Prime Contractor**” is defined as the chief contractor who has a contract with the Employer or Owner of a project, and has the full responsibility for its completion. A prime contractor undertakes to perform a complete contract, and may employ (and manage) one or more subcontractors to carry out specific parts of the contract.

The “**Lead Partner**” is the party nominated by the Joint Venture as the “Lead Partner”.

NOTE: ‘nature and complexity similar to those of the Works in the proposed contract shall be interpreted as follows:

- **Similar nature** means surface/ground water treatment works (including RO and disinfection) treating ground water and surface water from a combination of domestic, industrial, commercial and institutional land uses;
- **Similar complexity** means mixed process, civil, structural, mechanical, electrical, instrumentation and control works for ground/surface water and water treatment works, including Final Detailed Design, Operations and Maintenance
- **The minimum value** that will be taken into consideration is either the total contract value, when the Tenderer was acting as sole contractor, or the share of the total contract value corresponding to its share of the joint-venture participation, when the Tenderer was member of a joint-venture;
- **The last 10 years** shall be understood as the period: 1st May 2015 – up to the deadline for submission of tenders;
- **References from owners of all (DBOM) projects of a similar nature and complexity** to the proposed contracts completed within the last **ten (10) years** shall be attached.

The applicant firm or joint venture shall meet the following minimum criteria which supplement the compliance requirements listed in the Compliance Table in Sub-section H:

B. Licenses and Registrations (Series No. 2)

- (a) Applicants should also 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 Registration requirements in order to tender.

C. Historical contract non-performance (series no. 4)

Litigation History: The applicant shall provide accurate information on any current or past litigation or arbitration resulting from contracts completed or under execution by him over the last **two (2) years**. A consistent history of awards against the applicant or any partner of a joint venture may result in failure of the application.

D. Financial situation (series no. 5)

- (a) Average annual turnover as prime contractor (defined as billing for works in progress and completed) over the last **four (4) years** of **Qatar Riyals 200,000,000 equivalent**.
- (b) The applicant shall demonstrate by means of bank or other financial references that it has access to, or has available, liquid assets, unencumbered real assets, lines of credit, and other financial means sufficient to meet the construction cash flow for the contract for a period of **four (4) months**, estimated as not less than **Qatar Riyals 3,000,000** per month equivalent, taking into account the applicant's commitments for other contracts.
- (c) The audited balance sheets for the last **four (4) years** shall be submitted and must demonstrate the soundness of the applicant's financial position, showing long-term profitability. Where necessary, the Employer will make inquiries with the applicant's bankers.

E. General experience (Series No. 6)

- (a) Minimum **ten (10) years** as a prime contractor in Ground/Surface Water or Water treatment.
- (b) Successful experience for each discipline in (i) process design (ii) civil design (including structural design) (iii) civil construction (including structural, building and water retaining structures construction) (iv) M&E design and (v) M&E installation on a minimum of **two (2)** Ground/Surface Water or Water plants of minimum value **Qatar Riyals 25,000,000** in the last **ten (10) years**.
- (c) Successful experience in the execution of at least **one (1)** design and build project of a nature and complexity comparable to the proposed Ground/Surface Water Demonstration Facility contract within the last **ten (10) years**.
- (d) Execution of at least **one (1)** constructed wetland treatment plant of capacity up to **15 MLD** flows preferably in the Middle East, Arabian Gulf and/ or an equivalent climate, in the last **ten (10) years**.

- (e) Execution of at least **one (1)** Reverse Osmosis (RO) treatment plant of capacity up to **15 MLD** flows preferably in the Middle East, Arabian Gulf and/ or an equivalent climate, in the last **ten (10) years**.
- (f) Successful Operation and Maintenance for a period of at least **five (5) years** of **one (1)** Ground/Surface Water or Water treatment plant treating up to **15 MLD** flows.
- (g) Successful experience in trialing, experimentation and challenge testing of at least one treatment facility.

F. Personnel Capabilities (Series No. 7)

The applicant shall provide suitably qualified personnel to fill the following positions. For each position the applicant will supply information (in Form 5) on a first choice candidate and an alternate, each of whom should meet the experience requirements specified below.

Successful applicants will be obliged to offer these personnel or equivalent in their tender.

Position	Total experience (years)	In similar works (years)	As Manager or Technical lead of similar works (years)	Experience in the Gulf (years)
Project Manager	20	15	10	Preferred
Design Manager	20	15	10	Preferred
Operations Manager	20	15	10	Preferred
Commissioning Manager	20	15	10	Preferred

G. Management Approach (Series No. 9)

This series examines the Applicant’s approach to the management of similar contracts. The Applicant is therefore required to answer the management approach questions included on Form MAQ – 9.1.

Sections for the makeup of the document:

- General and Specific Experience
- Key Personnel
- Personnel Allocation

The Management Approach shall address the following:

General and Specific Experience:

- 1) The Scope of Services requires both interactions between differing elements of the overall treatment process and complex interactions between the design, construction, commissioning and operational phases. Describe your approach to effectively co-ordinate and manage these interactions and work flows.
- 2) The ability to amend, modify or augment the configuration of the GSW Treatment Facility is necessary to ensure that all viable process and operational options are

explored. Provide examples of how you have planned the operational testing protocols and configured the treatment facilities to meet the needs of the testing protocols.

3) Please describe your view of the most critical elements of the Project. Please address how you will manage these elements with regards to logistic support, composition of the team, contribution and experience by Key Personnel.

Key Personnel Experience:

1) Key Personnel will need to effectively plan, manage and control all elements of the Project. The Key Personnel will also need to be fully responsive to changing circumstances and requirements. Describe how the core team members will manage the Project and why the Key Personnel are the best suited for the Project.

2) Coordination with all Stakeholders will be paramount to ensuring the success of the Project. Explain how your team will draw upon past experience to manage Stakeholder engagement, structure and execute the coordination of all interfaces and ensure successful delivery of the required Project outcomes.

Personnel Allocation:

1) To support the overall schedule, a wide array of resources and varying skills sets will be needed. Demonstrate your plan to ensure that these resources are identified and available when required.

H Joint Venture Requirements (General)

The table provided below summarizes the requirements for Joint Ventures and the parties within Joint Venture agreements, with reference to the Sub-sections above.

Note that it is a requirement of this Prequalification that the Joint Venture should comprise a maximum of **three (3)** partners, at least one of whom is a M &E contractor specialized in Ground/Surface Water and Water treatment plants and at least one of whom is a civil engineering contractor. Examples of interpretation of the table are provided below.

Examples of reading the table (all clauses refer to Sub-section E above and Series No. 6 in the Compliance Table);

- 1) The Joint Venture requires 2nr references for Ground/Surface Water and Water Treatment Civil Engineering Construction (Clause 6 (b) (iii)) and; these can include the projects quoted under the Lead Partner if applicable. Similarly the JV requires 2nr references for GSW Treatment M&E Installation (Clause 6 (b) (v)) these can include projects quoted under the Lead Partner if applicable.
- 2) If you are the Lead Partner and you are a Civil Engineering contractor you require 1nr reference satisfying Clause 6 (b) (iii) for Ground/Surface Water and Water Treatment Civil Engineering Construction. If you are the Lead Partner and you are a M&E contractor you require 1nr reference satisfying Clause 6 (b) (v) for Ground/Surface Water and Water Treatment M&E Installation. The Lead Partner does not need both Civil and M&E references.

- 3) If you are the Lead Partner and a Civil Engineering Contractor you do not need process design experience. If you are the Lead Partner and you are a M&E contractor then you need 1nr reference on process design.

JV REQUIREMENTS

Series/ Clause	Criteria	Discipline	Criteria Applicable to		
			Lead Partner Requirement	*(see below)	Joint Venture
5 a)	Average Turnover	-	>QR 200 M	>QR 100M	>QR 500M
6 a)	Minimum Years as Prime Contractor	Civil M&E	10 years	5 years	N/A
6 b)(i)	Experience in GSW or Water Treatment Process Design	M&E	1nr references	1nr references	2nr references
6 b)(ii)	Experience in GSW or Water Treatment Civil Engineering Design	Civil	1nr references	1nr references	2nr references
6 b)(iii)	Experience in GSW or Water Treatment Civil Engineering Construction	Civil	1nr references	1nr references	2nr references
6 b)(iv)	Experience in GSW or Water Treatment M&E Design	M&E	1nr references	1nr references	2nr references
6 b)(v)	Experience in GSW or Water Treatment M&E Installation	M&E	1nr references	1nr references	2nr references
6 c)	Execution of D&B projects of similar complexity	M&E	1nr reference	1nr reference	2nr references
		Civil	1nr reference	1nr reference	
6 e)	Execution of Ground and Surface Water RO Treatment Plants up to 15MLD	M&E	1nr references	1nr references	2nr references
6 f)	Operation and maintenance of up to 15MLD Surface and Ground Water Wetlands with RO treatment.	M&E	1nr references	N/A	1nr reference

*** Partners undertaking more than 40% of the Project Value**

- a) For joint ventures, the lead partner within joint ventures, Local/ Qatari partners undertaking more than 40% of the contract value and other non-Qatari partners must satisfy the respective minimum qualification requirements, indicated in the table above.
- b) The joint venture must satisfy collectively the criteria for personnel capability and financial position stated above, for which purpose the relevant figures for each of the partners shall be added to arrive at the joint venture's total capacity.

- c) Individual partners must each satisfy the requirements for audited balance sheets and litigation.
- d) The full physical requirements for comparable nature and complexity shall be met by the joint venture.
- e) The requirements for Quality Assurance shall be met by the lead partner.
- f) The **PWA does NOT** intend to execute certain specific parts of the scope of work by Contractors selected in advance (Nominated Sub-Contractor)
- g) If applicable, Local partners and/ or Subcontractors must be:
 - Civil Construction: Local Civil Sub-contractor will require to be classified as Grade A Civil Engineering Contractors
 - Mechanical and Electrical Installation: Local Mechanical and Electrical Sub-contractors will require to be listed in PWA's Approved List of M&E Contractors.
 - Design of Project Components: Local Design Consultants will be from the specified List of Design Consultants as stated in respective tender documents

I. Compliance Table

The following table summarizes the:

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

... that the PWA shall use to evaluate the prequalification applications.

Qualification Criteria			Compliance Requirements				Submission Requirements
Series No.	Subject	Requirement	Single Entity	Joint Ventures			
				Existing or Intended JV	Each Party	One Party	
1. Eligibility							
1.1	Conflict of Interest	No conflicts of interest, as described in ITA Sub-Clause 4.6	Must meet requirement	Must meet requirement	Must meet requirement	N/A	Application Submission Sheet
1.2	PWA Ineligibility	Not having been declared ineligible by the PWA, as described in ITA Sub-Clause 4.3	Must meet requirement	Must meet requirement	Must meet requirement	N/A	Application Submission Sheet
1.3	Government Owned Entity	Applicant required to meet conditions of ITA Sub-Clause 4.4	Must meet requirement	Must meet requirement	Must meet requirement	N/A	Forms ELI – 1.1 and 1.2
2. Licenses and Registrations							
2.1	Local Commercial Registrations	Company must have commercial registration with the State of Qatar. In the case of Joint Venture a completed Declaration to Commit to Registration process.	Must meet requirement	Must meet requirement	Must meet requirement	N/A	Form REG – 2.1

Qualification Criteria			Compliance Requirements				Submission Requirements
Series No.	Subject	Requirement	Single Entity	Joint Ventures			
				Existing or Intended JV	Each Party	One Party	
3. Declaration							
3.1	Pre-Tendering Agreement for Joint Venture	Joint Venture Agreement	N/A	Must meet requirement	Must meet requirement	N/A	Form DC -.3.1
4. Historical Contract Non-Performance							
4.1	History of Non-Performing Contracts	Non-performance of a contract did not occur within the last two (2) 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 – 4.1
4.2	Pending Litigation in Qatar	All pending litigation shall not represent in total more than twenty five percent (25%) of the Applicant's net worth and must be treated as resolved against the Applicant.	Must meet requirement	Must meet requirement	Must meet requirement	N/A	Form CON – 4.1

Qualification Criteria			Compliance Requirements				Submission Requirements
Series No.	Subject	Requirement	Single Entity	Joint Ventures			
				Existing or Intended JV	Each Party	One Party	
5. Financial Situation							
5.1	Financial Performance	Submission of independently audited financial statements (in English) for the last four (4) years indicating the breakdown of local and international turnover.	Must meet requirement	N/A	Must meet requirement	N/A	Form FIN – 5.1 & Form FIN – 5.2
6. Experience							
6.1	General Experience	Experience in design, constructing, operating and maintaining Ground/Surface Water or Water Treatment Plants, pumping stations and rising mains which included a representative portfolio of projects, as set out in the criteria in Section III, sub section E prior to applications submission deadline.	Must meet requirement	Must meet requirement	Must meet requirement	N/A	Form EXP- 6.1. Form EXP-6.2 Form EXP-6.3

Qualification Criteria			Compliance Requirements				Submission Requirements
Series No.	Subject	Requirement	Single Entity	Joint Ventures			
				Existing or Intended JV	Each Party	One Party	
7. Personnel Capabilities							
7.1	Experience in design, constructing, operating and maintaining Ground/Surface Water or Water Treatment Plants, pumping Stations	Provision of suitably qualified personnel to fill the key positions as Section III, sub-section F.	Must meet requirement	Must meet requirement	Must meet requirement	N/A	Form EXP – 7.1 & Form EXP-7.2
8. Health, Safety, Quality & Environment							
8.1	Company Health, Safety & Environment Plan	Health, Safety & Environment Qualification	Must meet requirement	Must meet requirement	Must meet requirement	N/A	Form HSE– 8.1
8.2	Company Quality Management Plan	A Quality Management Plan related to the work group of interest	Must meet requirement	Must meet requirement	Must meet requirement	N/A	Form QM - 8.2

Qualification Criteria			Compliance Requirements				Submission Requirements
Series No.	Subject	Requirement	Single Entity	Joint Ventures			
				Existing or Intended JV	Each Party	One Party	
9. Management Approach							
9.1	Management Approach	Applicant shall provide details of its Management Approach. as identified under Section III Subsection B.2 of this document and Form MA – 9.1	Must meet requirement	Must meet requirement	N/A	N/A	Form MA - 9.1
10. Resources, Plant & Equipment							
10.1	Resources, Plant & Equipment	Provide details of Resources, Plant & Equipment available.	Must meet requirement	Must meet requirement	Must meet requirement	N/A	Form RS - 10.1

SECTION IV – APPLICATION FORMS

Application Submission Sheet

(To be completed by Individual Company or both parties of the JV Designated Personnel)

Date: _____

To: Public Works Authority

We, the undersigned, apply to be prequalified for the referenced project and 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-contractors for any part of the scope of supplies subject to this Prequalification do not have any conflict of interest, in accordance with ITA Sub-Clause 4.7;
- (c) We, including any Sub-contractors for any part of the scope of supplies subject to this Prequalification, have not been declared ineligible by the PWA's nor State of Qatar's laws or official regulations;

- We are not a government owned entity.
- We are a government owned entity and we meet the requirements of ITA Sub-use 4.4.

- (d) We, in accordance with ITA Sub-Clause 24.1, plan to subcontract the following key activities and/or parts of the Works:

Activities	Sub-contractor

- (e) 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 Contract subject of this Prequalification, without incurring any liability to the Applicants, in accordance with ITA Clause 26.

Signed:

Name: in the Capacity of.....

Duly authorized to sign the Application for and on behalf of:

Applicant's Legal Name

Address

Dated on _____ day of _____, _____

Joint Venture Partner (2)

Signed:

Name: in the Capacity of.....

Duly authorized to sign the Application for and on behalf of:

Applicant's Legal Name

Address

Dated on _____ day of _____, _____

Joint Venture Partner (3)

Signed:

Name: in the Capacity of.....

Duly authorized to sign the Application for and on behalf of:

Applicant's Legal Name

Address

Dated on _____ day of _____, _____

Form ELI – 1.1

Applicant Information Sheet

(to be completed by Individual Company or both JV parties)

Date:

Page _____ of _____ pages

Applicant's legal name:
In case of JV, legal name of each party:
Applicant's Actual or Intended country of constitution:
Applicant's Actual or Intended year of constitution:
Applicant's Legal Address in country of constitution:
Legal Status of the Company:
Parent Company (if the applicant is a subsidiary company, : give the name and address of the parent company or companies together with the details of affiliation status - % of shareholding)
Number of Years of experience of the Company: (in the State of Qatar, and in countries other than Qatar)
Number of Years of experience of the Parent Company: (in the State of Qatar, and in countries other than Qatar)
Market area covered: National / Regional / International If Regional or International, list countries of operation
Applicant's authorized representative information Name: Address: Telephone/Fax numbers: E-mail address:
Attached are copies of original documents of: <input type="checkbox"/> 1. In case of single entity, Articles of Incorporation or Documents of Constitution of the legal entity named above (One A4 sheet only)

- 2. In case of JV, Pre – Tender Agreement in accordance with ITA 4.2.
- 3. In case of a government-owned entity, any additional documents not covered under 1 above required to comply with ITA 4.4 (One A4 sheet only)

Form ELI – 1.2

Applicant Information Sheet as per ITA 24.1

(to be completed by all JV Partners/Sub-contractor)

Date:

Page _____ of _____ pages

Note that in the case of a JV the evaluation committee will take into consideration the percentage of the joint venture individual JV Partners shall be undertaking.

Applicant's legal name:
JV's party/Sub-contractor legal name:
JV's party/Sub-contractor country of constitution:
JV's party/Sub-contractor year of constitution:
JV's party/Sub-contractor legal address in country of constitution:
JV's party/Sub-contractor authorized representative information Name: Address: Telephone/Fax numbers: E-mail Address:
Attached are copies of original documents of: <input type="checkbox"/> Articles of Incorporation or Documents of Constitution of the legal entity named above (One A4 sheet only) <input type="checkbox"/> In case of government-owned entity, documents establishing legal and financial autonomy and compliance with commercial law, in accordance with ITA 4.4 (One A4 sheet only) <input type="checkbox"/> In case of JV, Pre – Tender Agreement in accordance with ITA 4.2.

**Form REG – 2.1
Company Registrations**

(For items 1 to 3, See ITA 4.1)

(to be completed by individual companies or designated JV Partner)

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 already exists (evidence to be provided as supporting information in the hard copy submission – One A4 sheet only)			
Year established	Discipline of Registration	Registration/License No.	
3 If not registered in Qatar, please provide details of working arrangement for delivering services in Qatar (One A4 sheet only):			
Prospective sponsor's name	Address and Contact Numbers	Type of Business	
4 Sub-contractors, Overseas Representatives: (If applicable, please list out these other firms in regular participation with you for delivering works).			
Name	Specialization	Base Location	Years in association

5 If the Company/Firm is already in, or intends to form, a Joint Venture with one or more other companies/firms for the provision of works, please provide the following information:				
Name of JV partner(s)	Specialization	Current Address	Contact Person	Contact Details

6 Fields of Specialization of the Company/Firm/JV	
Major Sector	List Specific Fields
a. Ground/Surface Water or Water Treatment Projects	
b. Pumping Station Projects	

	c. Pipeline Projects	
	d. Wetland Projects	
7	Company or JV Structure: Detailed organization chart(s) to be provided as supporting information in the hard copy submission (One A4 sheet only):	
	(a) For the Company/JV submitting for pre-qualification showing the relationships with partners/sub-contractors.	
	(b) For the parent company showing the relationship with the Company (if applicable).	
8	Working Languages(s)	Arabic English
	Other (Specify):
9	Firm's Membership of Professional Associations (if applicable):	
	Professional Association	Acronym Type of Membership Member Since (year)

Form DC 3.1

Pre-Tendering Agreement for Joint Venture

THIS AGREEMENT is entered into this ___ day of _____ 20__

BETWEEN:

- (1) [NAME] of [Address]
- (2) [NAME] of [Address] and
- (3) [NAME] of [Address]

Each singly a "Party" and together the "Parties".

RECITALS:

- A. The Parties wish to co-operate in a joint venture (hereinafter the "Joint Venture") for the exclusive purpose of tendering for and performing a contract (hereinafter the "Contract") in connection with the **Design-Build and Operate-Maintain Works for Ground and Surface Water Treatment Demonstration Facility, Project CP815** (hereinafter the "Project"), to be appointed by the **Public Works Authority (PWA)** (hereinafter the "Authority") in accordance with the following terms and conditions.

It is hereby agreed as follows:

Clause 1

The Parties hereby associate in Joint Venture exclusively for the purpose of jointly preparing a submission and tendering in the name ofJoint Venture or in the sole name of.....(as will be acceptable to the Authority) and to jointly perform the Contract in the event that the Tender is successful.

Clause 2

The Parties engage themselves to pursue the object of this Agreement on the basis of mutual exclusivity and undertake that they or their affiliated companies will not participate with any third parties in tenders for the execution of the Project. This clause shall survive the expiry or termination of this Agreement.

Clause 3

The Joint Venture will be backed by the full resources of the Parties who will be jointly and severally responsible for the proper fulfillment of the Contract, regardless of their respective shares in the Joint Venture. Notwithstanding the Parties' joint and several liabilities towards the Authority under the Contract, the Parties' liabilities as between themselves shall be in accordance with the participation percentage stated in Clause 8 hereto.

Clause 4

It is expressly agreed that the relationship constituted by this Agreement is that of a Joint Venture limited as herein stated, and not that of a partnership.

Clause 5

All decisions regarding the Tender, amendments thereof and execution of the Contract shall be taken by unanimity and recorded in writing between the Parties.

Clause 6

The governing principles of the Joint Venture referred to in Recitals A of this Agreement, which shall be reflected in the Joint Venture Agreement are:

- All rights, interests, liabilities, obligations and risks and all profits or net losses arising out of the Framework Contract and Work Order(s) shall be shared or borne by the Parties in such proportion as is set out in the Joint Venture Agreement.

The participation of the Parties will be as follows:

..... percent (..... %)..... (Joint Venture Member (1))

..... percent (..... %)..... (Joint Venture Member (2))

..... percent (..... %)..... (Joint Venture Member (3))

- The Joint Venture Agreement may create a contractual, Non-Incorporated Joint Venture, or an Incorporated Joint Venture company. In the case of a contractual, non-incorporated Joint Venture, the Parties shall be jointly and severally liable to the Authority for the Joint Venture's performance of its obligations. In the case of a Joint Venture company, the Parties shall be obliged to provide the Authority with acceptable guarantees of the Joint Venture's performance of its obligations;

Clause 7

Immediately upon being awarded the Contract, the Parties shall enter into and sign a final Joint Venture Agreement in order to determine in detail the contractual stipulations governing their co-operation as joint ventures. The Authority reserves the right to audit how the Joint Venture is operating at any stage.

Clause 8

This Agreement shall terminate on any of the following occurrences:

- (a) Failure of the Parties to submit a bid to the Authority, or
- (b) The Tender is unsuccessful, or
- (c) Upon expiry of the validity period of the Tender unless extended by mutual agreement of the Parties, or
- (d) The conclusion of the Joint Venture Agreement as per Clause 9 hereof, or
- (e) The Contract is terminated by the Authority.

The termination of this Agreement in case of occurrence of any of items (a) to (e) of this

Clause 8 will not become effective until all securities provided by the Parties for the Tender, if any have been paid to the Authority.

Clause 9

The Parties shall not be entitled to sell, assign, or in any manner encumber their interests or any part thereof in this Joint Venture, without obtaining the prior consent of the Authority.

Clause 10

Each of the Parties agrees to place at the disposal of the Joint Venture the benefit of its individual experience, technical knowledge and skill and shall in all respects bear its share of the responsibility and burden of performing the Joint Venture's obligations under the Contract including the provision of information, advice, personnel and any other required resources.

Clause 11

Each Joint Venture Member shall participate fully in the performance of the Joint Venture's obligations, whether as a Party to the Joint Venture Agreement in the case of a contractual, non-incorporated joint venture or as a shareholder in the case of a joint venture company.

Clause 12

Any bonds, guarantees or indemnities required by or arising out of the Contract or otherwise required for the business of the Joint Venture shall be procured by the Joint Venture and the cost of such bonds, guarantees or indemnities shall be borne by the Joint Venture.

Clause 13

Notwithstanding anything to the contrary, this Agreement shall not be considered as establishing an agency or partnership between the Parties or limiting the power or rights of the Parties each to carry on its separate business for its sole benefit. However, the Parties shall at all-time act in good faith and to use their best endeavors to safeguard and further their common interests in relation to the Tender and the Contract.

Clause 14

This Agreement shall be governed by and construed in accordance with the Laws of the State of Qatar and shall be subject to the jurisdiction of the courts thereof.

This clause shall survive the termination or expiry of this Agreement.

AS WITNESS WHEREOF the parties have entered into this Agreement on the date first written above.

Authorized signature(s) of the Joint Venture Member (1)

Name

Title

In the presence of:

Name _____

Signature _____

Address _____

Authorized signature(s) of the Joint Venture Member (2)

Name

Title

In the presence of:

Name _____

Signature _____

Address _____

Authorized signature(s) of the Joint Venture Member (3)

Name

Title

In the presence of:

Name _____

Signature _____

Address _____

Appendix A – Definition

- *“Joint Venture Company”:- A company incorporated under Qatari law, formed for the purpose of entering into the Contract, in which the Joint Venture Members are shareholders.*
- *“A Contractual non-incorporated Joint Venture”:- Two or more companies acting in collaboration for profit without incorporation for the purpose of entering into the Contract.*
- *“Parties”:- The Parties to this Agreement.*

Form CON – 4.1

Historical Contract Non –Performance

(to be completed by individual companies and all JV Partners/Sub-contractor)

Applicant’s Legal Name: _____ **Date:** _____

Page _____ of _____ pages

<input type="checkbox"/> No Non-Performing Contracts in accordance with Item 4.1 of Compliance Table in Section III, Sub-section H of Qualification Criteria			
<input type="checkbox"/> Non-Performing with No pending litigation in Qatar in accordance with Item 4.2 of Compliance Table Section III, Sub-section H of Qualification Criteria			
<input type="checkbox"/> Non-Performing Contracts with Pending litigation in Qatar in accordance with Item 4.2 of Compliance Table Section III, Sub-section H of 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:	

Form FIN – 5.1

Financial Situation

(To be completed by individual companies and all JV Partners)

Applicant’s Legal Name: _____ **Date:** _____

Page _____ of _____ pages

To be completed by the Applicant and, if JV, by each party. Use a separate sheet for each partner.

Financial Information in QAR					
	Year 2011	Year 2012	Year 2013	Year 2014	Average
Total Assets (TA)					
Total Liabilities (TL)					
Net Worth (NW)					
Accounts Receivable (AR)					
Current Assets (CA)					
Current Liabilities (CL)					
Total Revenue (TR)					
Operating Profit (EBIT)					
Net Revenue (NR)					
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 party to a JV, 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) Historic financial statements must correspond to accounting periods already completed and independently audited (no statements for partial periods shall be requested or accepted);
- e) Note that in the case of a JV, the evaluation committee will take into consideration the individual financial standing of all JV Partners and the potential percentage of the joint venture they shall be undertaking.

Attached Additional Information:

- Auditor's name, address and fax number.
- Financing agency's (if any) name, address and fax number.
- Backlog of works, similar to that being proposed, at the end of the last 4 years and Status to date.
- Bank guarantees issued and credit limits in the last 4 years and status to date.

Based on the following exchange rates *(to be filled in just before issue)*

Currency	Sum	Equivalent in Qatari Riyals
British Pound	£ 1	
Euro	Eu 1	
US Dollar	\$ 1	

Form FIN – 5. 2

Average Annual Sales Turnover

(To be completed by individual companies & all JV Partners)

Applicant's Legal Name: _____ **Date:** _____

Page _____ of _____ pages

Annual Turnover Data in Qatar (to be completed by individual companies of Qatar JV Partner)		
Year	Amount and Currency	QAR equivalent
2011		
2012		
2013		
2014		
*Average Annual Turnover		
Annual Turnover Data International (To be completed by Non Qatari JV Partner)		
Year	Amount and Currency	QAR equivalent
2011		
2012		
2013		
2014		
*Average Annual Turnover		

*Average annual turnover calculated as total certified payments received for work in progress or completed, divided by the number of years specified in Item 5.1 of Compliance Table in Section III, Sub-Section H of Qualification Criteria. Both International Turnover and local Qatar Turnover should be provided if applicable. International Turnover should be based on the exchanges rates in the following table *(to be filled in just before issue)*

Currency	Sum	Equivalent in Qatari Riyals
British Pound	£ 1	
Euro	Eu 1	
US Dollar	\$ 1	

Form EXP – 6.1

Particular Experience Record

(To be completed by individual companies or lead JV Partner)

Applicant's Legal Name: _____ **Date:** _____

Page _____ of _____ pages

To prequalify, the Applicant shall be required to pass the specified requirements set forth in this form, as set out in the Prequalification Data.

On a separate page, using the format of Form EXP – 6.2, the Applicant is requested to list all contracts which meet the criteria set out in Section III, Sub-section E, clauses (a) to (e). The partners of a proposed joint venture should provide details of similar contracts proportionate to their share in the joint venture. The value should be based on the currencies of the contracts converted into Qatar Riyals, at the rates given on Application Form FIN – 5.1. The information is to be summarized, using Form EXP – 6.2, for each contract completed or under execution by the Applicant or by each partner of a joint venture.

Form EXP – 6.2

Details of Contracts of Similar nature and Complexity

(To be completed by individual companies or lead JV Partner)

Applicant’s Legal Name: _____ Date: _____

Page _____ of _____ pages

Use a separate sheet for each contract.

1.	Number of contract	
	Name of contract	
	Country	
2.	Name of Employer	
3.	Address of Employer	
4.	Contract role (check one) <input type="checkbox"/> Sole Contractor <input type="checkbox"/> Management Contractor <input type="checkbox"/> Partner in a joint venture <input type="checkbox"/> Sub Contractor	
5.	(a) Total contract value (b) your subcontract value (c) your partner share in JV value (in Qatar Riyals at the rates given on Application Form DC 3.1.	
	(a)	(b) (c)
6.	For sole/prime contractors, indicate the approximate Qatar Riyal amount and nature of substantial work (more than 20 percent in contract value) undertaken by subcontract, if any.	
7.	Date of award	Contract Duration
8.	Date of completion	

9	<p>Project Description</p> <p>Either insert project description here or supply a data sheet. The data sheet shall be inserted immediately after this sheet.</p>
---	---

Form EXP – 7.1

Personnel Capabilities

(To be completed by individual companies or lead JV Partner)

Applicant’s Legal Name: _____ Date: _____

Page _____ of _____ pages

For specific positions **essential** to contract implementation, applicants should provide the names of at least two candidates qualified to meet the specified requirements stated for each position. The data on their experience should be supplied in separate sheets using one Form EXP – 7.2 for each candidate.

Sl. No.	Position	Total experience (years)	In similar works (years)	As manager of similar works (years)	Experience in the Gulf (years)
1.	Project Manager				
	Name of prime candidate				
	Name of alternate candidate				
2.	Design Manager				
	Name of prime candidate				
	Name of alternate candidate				
3.	Operations Manager				
	Name of prime candidate				
	Name of alternate candidate				
4.	Commissioning Manager				
	Name of prime candidate				
	Name of alternate candidate				

Form EXP – 7.2

Candidate Summary

(To be completed for each Candidate listed under Form EXP – 7.1)

Applicant’s Legal Name: _____ Date: _____

Page _____ of _____ pages

Position	Candidate <input type="checkbox"/> Prime <input type="checkbox"/> Alternate	
<i>Candidate Information</i>	1. Name of Candidate	2. Date of Birth
	3. Professional Qualifications	
<i>Present Employment</i>	4. Name of Employer	
	Address of Employer	
	Telephone	Contact (manager / personnel officer)
	Fax	E-mail
	Job Title of Candidate	Years with Present Employer

Summarize professional experience over the last 20 years, in reverse chronological order. Indicate particular technical and managerial experience relevant to the Project.

From	To	Company / Project / Position / Relevant Technical and Management Experience

Form HSE- 8.1

Health, Safety and Environment

(to be completed by individual companies and all JV Partners)

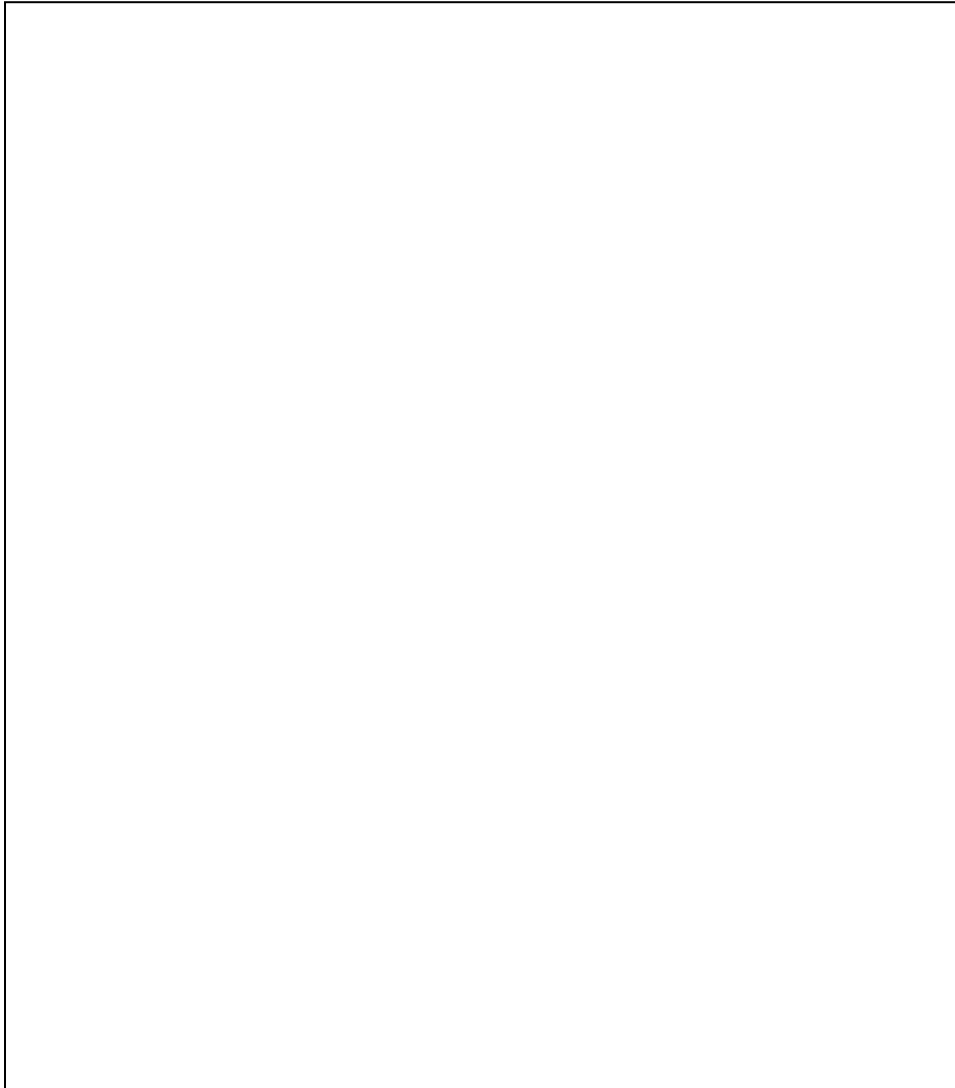
Applicant's Legal Name: _____ Date: _____

Page _____ of _____ pages


	Please tick in each box as appropriate.	YES	NO
1	Is your company Safety Management System (SMS) certified to OHSAS 18001:2007 If 'yes' provide a copy of your current certificate?		
2	If the answer is no, at 1 then describe your current safety management system and plan including any future plans to achieve certification. (Maximum 200 words).		Page 62
3	Is your company Environment Management System certified to ISO 14001:2004? If 'yes' provide a copy of your current certificate.		
4	If the answer is no, at 3 then describe your current Environment management system including any future plans to achieve certification. (Maximum 200 words).		Page 63
5	Does your company have personnel assigned the responsibility of HSE at the corporate level?		
6	Does your company have personnel assigned the responsibility of HSE at the project/site level?		
7	Does your company provide adequate personal protective equipment, induction training for new starters, tool-box talks, inspection, maintenance and replacement?		
8	Do you always have trained First-aiders on construction sites and keep documented medical records?		
9	Does your company have a process for identifying hazards and assessing/ managing risks associated with identified hazards?		
10	Describe the level of site welfare facilities you would expect to provide on a similar project (Maximum 200 words)		Page 64

11	Please provide the following safety performance data:				
		2014	2013	2011	2010
	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).				

HSE – 8.1 Question 2: Maximum of 200 words.



HSE – 8.1 Question 4: Maximum of 200 words.



HSE – 8.1 Question 10: Maximum of 200 words.



Form QM – 8.2

Quality Management

(To be completed by individual companies and all JV Partners)

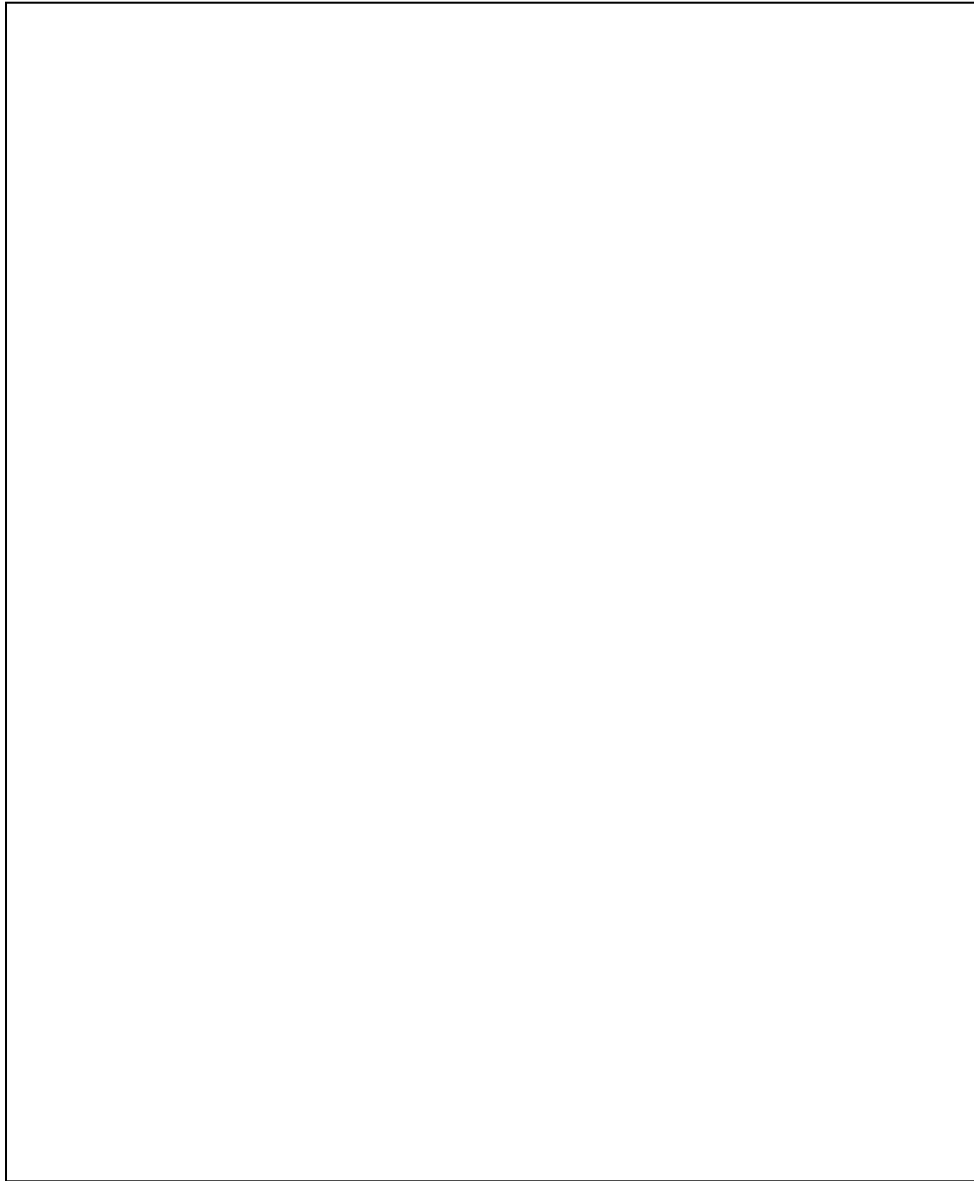
Applicant's Legal Name: _____ Date: _____

Page _____ of _____ pages

Tick as appropriate:

		Yes	No
1	Is your company Quality Management System (QMS) certified to BS EN ISO 9001:2008 If 'yes' provide a copy of your certificate?		
2	If the answer is no, at 1 then describe your current Quality Management System and plan including any future plans to achieve certification. (Maximum 200 words).		Page 66
3	Does your company provide technical training and or certification for your work force?		
4	Does your company provide job specific Quality training to your employees?		
5	Does your company have a process to control and monitor the quality of your workmanship?		
6	Does your company have a process to control and monitor the quality of your construction materials?		
7	Does your company have a process to control and monitor the quality of your equipment and plant?		
8	Does your company have a process to control and monitor the quality of your sub-contractors performance?		
9	Does your company have a system where knowledge, skills and experience gained by individuals is disseminated, shared and redeployed?		

QM – 8.2 Question 2: Maximum of 200 words.



Form RS – 10.1

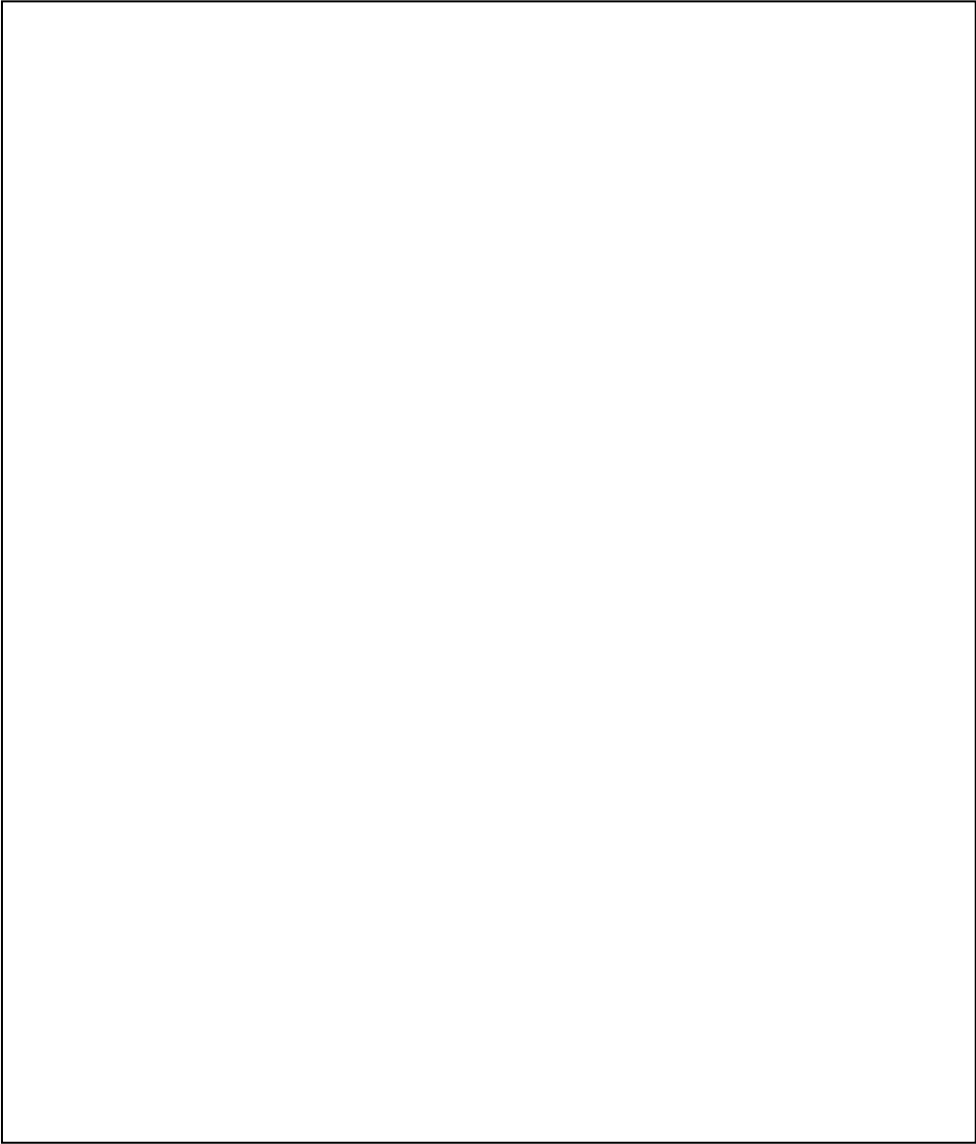
Resources, Plant & Equipment

(To be completed by individual companies and all JV Partners)

1. How many employees do you directly employ currently that are located in the State of Qatar?
2. How many employees do you directly employ currently those are located in GCC countries?
3. How many employees do you directly employ currently that 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	
Administrative/Clerical	
Construction Supervisors	
Skilled Trade Operatives	
Plant Operators	
General Labour	
Others	
TOTAL	

- 5. Briefly describe your company’s material procurement process and explain how you will manage your supply chain to ensure security of supply both in terms of price and quantity. (Maximum of 200 words)



6. Please indicate the major construction plant and equipment (both fixed and mobile) currently in the company's ownership.
(No more than 20 entries)

Item No.	Plant and Equipment Type	Total Number of Units Owned	Currently Located in Qatar	Currently Located in GCC	Currently Located Internationally
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					



هيئة الأشغال العامة
PUBLIC WORKS AUTHORITY

Infrastructure Affairs

PREQUALIFICATION DOCUMENT
FOR THE PROCUREMENT OF

DESIGN-BUILD AND OPERATE-MAINTAIN CONTRACT
For

Ground and Surface Water Treatment Demonstration Facility

CIVIL PROJECT: CP 815
PROJECT ID: IA 14/15 D 005 G
BUDGET REF: 1460010/11320

Part 2 - WORK REQUIREMENTS

Public Works Authority
PO Box 22188
Doha
State of Qatar

May 2015

PART 2: WORK REQUIREMENTS

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1. Introduction
2. Appendix A – Scope of Works
3. Appendix B – Conditions of Contract

Disclaimer:

The Scope of Works and the Conditions of Contract specified in the appendices A and B are issued to the bidders for guidance only and, only in order to form the basis of this tender prequalification. These shall not be by any means, the exact Scope of Works and the Conditions of Contract, as such shall be included in the final tender documents. PWA shall reserve the right to make amendments to the Scope of Works and the Conditions of Contract as appropriate at the time of tendering.

INTRODUCTION

The State of Qatar is a peninsula located on the northeast coast of the much larger Arabian Peninsula with a total land area of approximately 11,500 square kilometres. The population is approximately 1.7 million inhabitants (2009 census) with almost 83% of the inhabitants residing in Doha and its main suburb Al-Rayyan.

The State of Qatar has experienced rapid economic growth over the last several years. This economic growth has resulted in increased demand for the State to construct and provide first-class infrastructure such as government buildings (hospital, schools, and the like) transportation networks (harbours, airports, highways, roads etc.) and services (power, water, sewerage, waste disposal etc.).

This increased demand has consequently placed extraordinary requirements on the relevant government entities and their resources. It has become necessary to enhance the capacity of these government entities in order to deliver the required infrastructure.

The PWA (Public Works Authority), also known as Ashghal, is responsible for the planning, design, procurement construction, assets management, and delivery of infrastructure and building works in the State of Qatar.

PWA contributes to the economic and social development of the State of Qatar through implementing public projects in accordance with the approved plans of the State. In coordination with other agencies in the State, PWA implements and programmes the execution of public projects consistent with the approved State objectives and allocated budget.

PWA's tasks also include preparation of studies, designs, and technical specifications for the public projects; procurement of public projects and overseeing the work; implementing major maintenance projects according to the plans, programmes and studies developed; as well as implementation, management, operation and maintenance of drainage, groundwater, surface water and water treatment projects.

Through its major departments, PWA strives to develop the State's infrastructure and public amenities to the level of international standard achieved by developed countries and communities and in general it contributes to the overall sustainable development of the State in economic and social areas of the State.

The PWA consists of administrative units set out below:

First: Administrative units under the Minister of Municipality and Urban Planning: The Internal Audit Unit.

Second: Administrative units under the President including Office of the President, Public Relations and Communication Unit, Legal Affairs Department and Corporate Development & Planning Department.

PWA's major business units consist of five major sectors as below:

1. Buildings Affairs

This sector is subdivided into Designs Department and Projects Department dedicated to government building projects such as schools, ports, recreational facilities, healthcare facilities and other government buildings.

2. Infrastructure Affairs

This sector is subdivided into Local Roads and Drainage and Expressway departments.

3. Technical Support Affairs

This sector consists of three departments:

- 3.1 Contracts Department, which is responsible for procurement, process and procedures in the delivery of PWA Projects.
- 3.2 Engineering Business Support Department, which provides technical support for the Projects in terms of project planning, estimating, tracking and documentation.
- 3.3 Quality and Safety Department, which is responsible for the quality control of projects and safety at work sites and offices

4. Assets Affairs

This sector handles operation and maintenance of assets through two departments namely, Drainage Operation and Maintenance Department and Road Operation and Maintenance Department.

5. Shared Services Affairs

All other departments that deal with technical supports come under this sector including Administration and Finance Department, Human Resources Department, General Services Department and Information System Department.

APPENDIX A: SCOPE OF WORKS

The information contained in the next section shall form Section C, Part 3 of the Tender Documents.

1. PROJECT DESCRIPTION

The project under this Prequalification process is described as follows:

Design, Build, Operate and Maintain Contract (DBOM) for the construction of Ground and Surface Water Treatment Demonstration Facility

Civil Project: C815

Project ID: IA 14/15 D 005 G

Budget Ref: 1460010/11320

The State of Qatar has experienced exceptional levels of economic and population growth over the past three decades. This population growth has translated into an ever increasing demand for housing, commercial, institutional and recreational development. However, the pace of this development has generated a number of legacy issues which have and continue to cause adverse impacts on the ability of ground water and surface water systems to satisfactorily function.

In October 2011 Ashghal commissioned the development of the Qatar Integrated Drainage Master Plan. The focus of the Master Plan was to develop an integrated blue print for the effective and sustainable management of the foul, ground and surface water (GSW) and recycled water streams within Qatar. The Final Master Plan report was submitted in May 2013 and was formally approved by Ashghal in December 2014.

In terms of GSW the adopted management approach is based on reuse of the captured GSW streams using a part centralised/part localised treatment configuration with, as far as practicable, all pumped transfers to treatment. The core features of this are:

- Gravity and/or pumped conveyance of all collected ground and surface water flows to the coast (Collection and Conveyance system);
- Pumped transfer of all collected inland ground water and low level rain event surface water flows to treatment. Peak flows from medium to high level rain events to be discharged to the sea. Ground water collected in coastal zone to be conveyed to the proposed outfalls for disposal to sea;
- Collected GSW to be subjected to a two stage treatment process. A wetland process will be employed to remove organics, oil and grease, particulates, etc. The salt/mineral content will be removed by use of reverse osmosis;
- Treatment locations for the reverse osmosis facilities will be located at the existing foul water treatment facilities for supply to the existing or proposed recycled network;
- Treatment sites are Doha North, Doha South, Doha West and Industrial Area.

The Master Plan has developed preliminary concept designs for the 4 (four) identified treatment sites. These plants are two stage. The first stage is a wetland to remove organics, sediments, oils and grease, etc. followed by a water desalination (demineralisation) treatment plant to treat the wetland outflow and deliver treated ground and surface water(TGW) complying with approved reuse water quality standards.

Prior to the construction of these full scale plants it was recognised and accepted that a demonstration treatment plant is necessary to affirm design parameters and operational requirements.

The plant will demonstrate the operation of the reclamation process train(s) and will provide relevant information to the PWA to be able to assess the wide scale adoption of such a process.

The principal objective of the demonstration facility is, therefore, to prove to customers, regulators and stakeholders that the technology can reliably and consistently deliver a high quality TGW from captured GSW using proven, commercially available technology.

The principal objective stated above is further defined to include the following sub-objectives:

- Public Education - Inform the general public of water reuse concepts and demonstrate the performance and reliability of the various processes in the treatment of captured GSW;
- Regulatory Information - Demonstrate to the regulatory agencies the performance and reliability of the various treatment processes in the treatment of captured GSW to reuse standards;
- Consistent Performance - Demonstrate and document the consistent (water quality) performance of the treatment processes for use in the designs of the full scale plants;
- Plant Reliability - Demonstrate the equipment, unit processes (unit operations) and treatment plant's reliability to produce an adequate quantity of TGW meeting the water quality requirements;
- Flexibility - Ensure that a flexible plant layout and overall facility concept is implemented to accommodate future changes in treatment technology, testing of promising developing (emerging) technology and the robustness against changes in feedwater qualities.

The Project involves the design, construction, experimentation, operation and maintenance of:

- 15 (fifteen) mega litre per day constructed wetland;
- Up to 5 (five) mega litre per day of conventional preliminary treatment;
- 5 (five) mega litre per day RO plant;
- Augmentation and modification of existing pump systems to deliver captured GSW to the wetland and conventional preliminary treatment inclusive of the safe disposal of all residuals from the facility;
- Construction of a Visitor Centre and related outreach programme.

The demonstration facility will be constructed within the boundaries of the existing Doha South Wastewater Treatment Plant as shown in Figure 1 below.



The process trains shall incorporate commercially available technology capable of achieving guaranteed outcomes to demonstrate treatment capability. Full-scale process equipment and components must be used, namely the basic treatment unit should, as far as practicable, represent a fundamental building block which can be simply repeated to increase the capacity.

The overall facility and unit process shall be designed to be responsive to and accommodate changing conditions or project criteria. As the project moves forward, with continual interaction with PWA, regulatory bodies, etc., treatment requirements may change. A flexible arrangement will help to accommodate future changes to the system thereby preventing obsolescence and promoting maximum use of the capital invested in the facilities. In this regard, provisions for space and service connections are to be carefully considered in the design and facility configuration. In the process area this flexibility will be partially achieved by providing sufficient space between each module of the treatment processes to allow for future additional or alternative treatment equipment. For example, the pipework between each module will have flanged-off tees included to accommodate any such future addition, while

electrical and control equipment will have sufficient spare capacity to allow for future upgrades.

The facility shall be visitor friendly and informative to educate the community, regulators and Stakeholders in the concept of GSW reuse. The facility will present a clean, modern and efficient image. The facility must be flexible enough to accommodate a wide range of visitor groups from small, special interest delegations to school parties. Visitor facilities and public areas shall be capable of accommodating a wide range of activities from demonstrations, conferences, product launches and presentations to technical and commercial delegations. Consideration will be given to the ease of extending the visitor facilities should this prove necessary in the future.

It is intent that the plant shall, as far as practicable, operate for 24 hours per day, 7 days a week. Operator attendance shall normally only be required during normal working hours coupled with remote monitoring of important variables.

Automation of the process control will be required to provide for consistent control and performance of the treatment processes. Data logging of treatment performance and remote monitoring of processes for fault detection will also be necessary. The plant shall, as far as practicable, be capable of fully automatic operation without the need for operator attendance.

The plant must be easy and convenient to operate, with all information required to allow operators to make adjustments available at the unit being adjusted.

All operating data including water quality results for each process unit, are to be captured and stored in a manner that will allow PWA and regulatory authorities to easily assess that unit's performance as well as the overall performance of each process train.

The reuse and disposal approaches to the product water and residual streams from the demonstration facility are under development. Options will be set out in the Scope of Work as detailed in the Invitation to Tender.

The overall design, construction, commissioning, experimentation and operation is to be carried out within a five (5) year period. The delivery of the project will be undertaken under six integrated phases as follows:

- **Design Phase** - development, design, permitting and approval of the infrastructure, facilities and systems needed to meet the objectives and requirements of the project
- **Construction Phase** – procurement and construction of the infrastructure, facilities and systems as agreed and approved under the Design Phase
- **Commissioning Phase** – factory, component, system and facility commissioning of the process units and systems
- **Experimental Phase** – trialling of the commissioned facility to test, challenge and stress the process train. Approach will be to both trial differing configurations, dosing rates and systems, etc and to define operational envelop. Intent is to define and agree and optimal infrastructure and operational configuration
- **Operational Phase** - operation of the optimised configuration to develop detailed data on plant performance. Output from this phase will be used as the reference baseline for the design and performance of the full scale facilities.

- **Handover Phase** – development and execution of an approved Exit Plan to ensure seamless transition of the facility from the Contractor to Ashghal.

PWA wishes to participate cooperatively in all phases of the Project, especially in the design phase, development of performance and testing protocols, review of actual facility performance and determination, if any, of augmentations and modifications to improve facility performance.

Such participation is intended to add value to the objectives of the Project by discussing options and alternatives at an early stage without constraining the Contractor or their consultants in the timely, cost-effective execution of the work.

The main forum for this participation shall be via a Supervisory Panel. The members of the Panel shall be determined by Ashghal and sourced from senior members of Ashghal's Drainage Design, Drainage Investment Planning Team, Operations and QSD sections, key stakeholder representation from MMUP TIPD and MoE and the Contractor. The Panel shall be complimented by external experts, as appointed by Ashghal, who are well versed in RO, wetland and conventional preliminary treatment facilities.

The remit and role of the Supervisory Panel is under development and will be detailed in the Invitation to Tender.

The overall design and construction is to be carried out within an **eighteen (18) month** period. Thereafter, the Contractor will be required to commission, trial, experiment, operate and maintain the **Ground and Surface Water Treatment Demonstration Facility** and the associated works for **forty two (42) consecutive months**.

2. TENDERING SCHEDULE

The provisional tendering schedule will be as follows:

Return of Prequalification Documents	As per the Invitation letter
Invitation to tender	To be advised
Submission of tenders	To be advised
Contract Award	To be advised

3. TENDERS SUBMISSIONS

The tenders will comprise a Technical Submission and a separate Financial Submission.

The Technical Submission will include, completed pro forma sheets, drawings, process design and supporting management and delivery plans. Public Works Authority (PWA) will provide an indicative on-site arrangement, indicative off-site arrangement, indicative Process Flow Diagram (PFD), indicative wetland plan and sections, a Basis of Design Report and a Basis of Experiment Plan.

Prequalifying firms or JVs must expect to undertake and submit significant preliminary designs, drawings and supporting management and delivery plans to demonstrate that they have fully considered all aspects of the requirements of the contract and that their tender is robust.

A programme encompassing all components of the project will be included in the Technical Submission for the tender.

The Financial Submission will be a Schedule of Prices, to be developed into a Bill of Principal Quantities upon Contract award. The approach to reimbursement will be detailed in the Tender Documents and is likely to include for both lump-sum elements and cost reimbursable elements linked to performance requirements.

APPENDIX B: CONDITIONS OF CONTRACTS

Types of Contracts:

The type of contract will be as follows:

1. The General Conditions of Contract (for use on **Design-Build** Contracts in Qatar modified for **Operate-Maintain** as published by PWA) will be supplemented by Conditions of Particular Application specific to:

**Design, Build, Operate and Maintain Contract (DBOM) for the construction of
Ground and Surface Water Treatment Demonstration Facility**

Civil Project: CP815

Project ID: IA 14/15 D 005 G

Budget Ref: 1460010/11320



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Ground and Surface Water Treatment Demonstration Facility

CIVIL PROJECT: CP 815
PROJECT ID: IA 14/15 D 005 G
BUDGET REF: 1460010/11320

SUMMARY

Public Works Authority
PO Box 22188
Doha
State of Qatar

May 2015

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SUMMARY DESCRIPTION

The Public Works Authority of the State of Qatar wish to pre-qualify Contractors with experience in the construction of wetlands, ground/surface water and water treatment works, pumping stations and rising mains for:

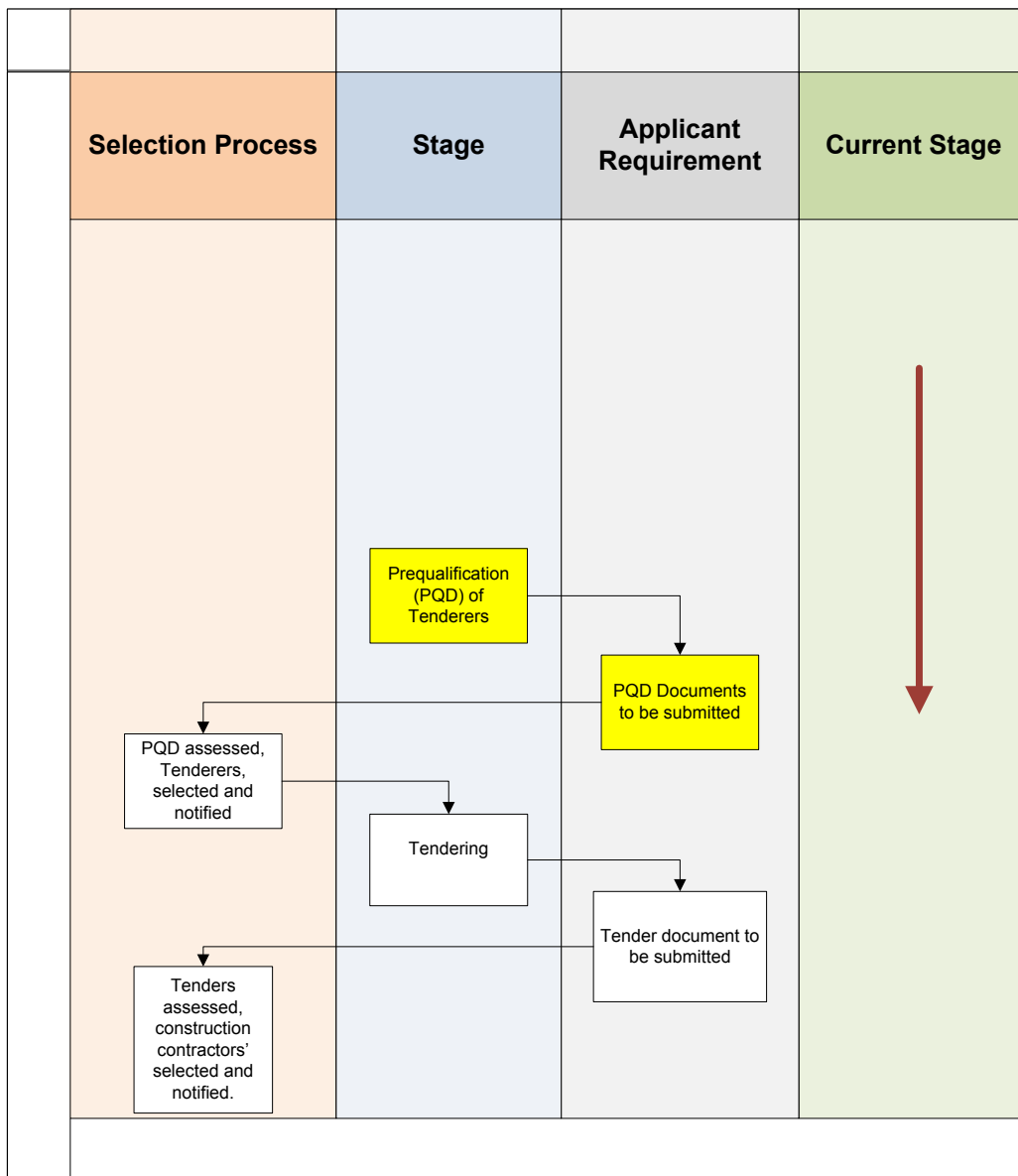
**Design, Build, Operate and Maintain Contract (DBOM) for the construction of
Ground and Surface Water Treatment Demonstration Facility
Civil Project: CP815
Project ID: IA 14/15 D 005 G
Budget Ref: 1460010/11320**

This Prequalification Document consists of:

1. User's Guide; and
2. Prequalification Procedures and Work Requirements.

Prequalification is a step in the procurement route which shall ultimately lead to invitation to Tender.

Procurement is the stage in a project's lifecycle by which it progresses from inception and feasibility through to award and this programme is following the process shown below:



The procurement process for these Projects will commence by public invitation.

The purpose of the prequalification process is to provide the basis for the Public Works Authority, (PWA), also known as ASHGHAL, to select a short-list of competent companies for invitation to tender for the programme.

Prequalification centres on evaluation of the applicants:

1. Eligibility;
2. Licenses & Registration;
3. Declaration of Pre-Tendering Agreement for Joint Venture;
4. Historical Contract Non-performance record;
5. Financial stability and status;
6. Experience in relation to the size, type and complexity of the Works / services being procured;
7. Key Staff Experience;
8. Health, Safety, Quality & Environment;
9. Management Approach;
10. Resources, Plant and Equipment.

Consequently previous prequalification for PWA's projects will not guarantee automatic prequalification for this project.

The Work Requirements in Part 2 of this document provides scope of works including drawings showing the main components of the Projects.

CHECKLIST

(To be completed by individual companies and designated JV Partners)

Note: This checklist is important as it will serve as a checklist of submitted documents for evaluation purposes. Any missing information will have an impact on Applicant's Score. No other documentation, including brochures about your company, additional information etc. must be included in your submission other than what is requested. Submit two (2) hard copies and one (1) soft copy in CD.

Checklist for Prequalification		Applicant Name		
		Applicant Reference		
Documents submitted				√
			Form	Present
				X
				Not present
A	Date & Time Submitted			
Series no.	Category			
1	Eligibility Requirements			
1.1	Conflict of Interest		Application Submission Sheet	
1.2	PWA Ineligibility		Application Submission Sheet	
1.3	Government Owned Entity		Forms ELI- 1.1 & 1.2	
2	Licenses and Registrations			
2.1	Company Registration in Qatar		Form REG – 2.1	
3	Declaration			
3.1	Pre-Tendering Agreement for JV formation.		Form DC-3.1	
4	Historical Contract Non-Performance			
4.1	History of Non Performance		Form - CON –4.1	
4.2	Pending Litigation		Form - CON –4.1	

5	Financial Situation			
5.1	Audited Accounts		Forms FIN - 5.1 & FIN - 5.2	
5.2	Current Ratio			
5.3	Profit Margin			
5.4	Return on Assets			
5.5	Debt Ratio			
5.6	Annual Turnover			
6	Experience			
	Applicant Experience Requirements	Requirements Description		
6.1	General Experience. From Prequalification Document as per Section III Sub-section E.	See Section III Sub-section E.	Forms EXP- 6.1, EXP-6.2 & 6.3	
7	Personnel Capabilities			
	Personnel Capabilities	Requirements Description		
7.1	Experience of key personnel from Pre-qualification Document as Section III Sub-section F.	See Section III Sub-section F.	Forms EXP- 7.1& EXP-7.2	
8	Health, Safety, Quality and Environment			
	Company Policies			
8.1	Safety Management System (SMS) Certified to ISO 18001:2007		Form HSE – 8.1	
8.2	Environment Management System Certified to ISO14001:2004			
8.3	Documented Quality Control / Assurance System		Form QM – 8.2	
9	Management Approach			
9.1	Management Approach		Form MA - 9.1	
10	Resources, Plant & Equipment			
10.1	Resources, Plant & Equipment		Form RS - 10.1	

Document USERS GUIDE

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 Prequalification Application. Information is also provided on opening of Prequalification documents and evaluation of applications.

The Section I provisions are to be used without modification.

Section II. Application Data Sheet (ADS)

This section identifies the data and provisions that are specific to each Prequalification Invitation and supplements of the information or requirements included in Section I: Instructions to Applicants.

Section III. Qualification Criteria

This section contains the qualification criteria; compliance requirements associated prequalification forms to be used to determine how applicants shall be prequalified and later invited to tender.

Section IV. Application Forms

This section contains the Prequalification Application Submission Sheet and the associated forms to be submitted with the Prequalification Application.

TERMINOLOGY

Prequalification Application:

Shall mean the documents submitted for evaluation and short-listing for Invitation to Tender.

Prequalification Application Submission Sheet:

Shall mean the form in Section IV of this document which shall preface the Prequalification Application.

Prequalification Invitation:

Shall mean the invitation by Public Works Authority, either via public or direct notice, to applicants to submit detailed particulars demonstrating capability in relation to the scope of supplies to be procured.

PART 2 – WORK REQUIREMENTS

Appendix A: Scope of Works (Projects Brief)

Details of Scope of Works are included in this section.

Appendix B: Conditions of Contract

The type of contract will be as follows:

1. The General Conditions of Contract (for use on **Design-Build** Contracts in Qatar modified for **Operate-Maintain** as published by PWA) will be supplemented by Conditions of Particular Application specific to:

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