

Pre-qualification Evaluation Form

[Name of Building/Estate]

Repair and Renovation Work

Pre-qualification / Preliminary Assessment of Consultants

| Assessment Criteria | A | B | C | D | E | F | G | H |
|--|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
| Name of Consultant | | | | | | | | |
| (a) Limited company | Yes / No | Yes / No | Yes / No | Yes / No | Yes / No | Yes / No | Yes / No | Yes / No |
| (b) Year of Formation in Hong Kong | | | | | | | | |
| (c) Staffing: No. of staff with professional qualification | | | | | | | | |
| (d) Financial information (e.g. Documentary proof from banks) | Yes / No | Yes / No | Yes / No | Yes / No | Yes / No | Yes / No | Yes / No | Yes / No |
| (e) Relevant Job Experience: - Being a consultant for repair works (Scope of works) | No. of projects: ---- | No. of projects: ---- | No. of projects: ---- | No. of projects: ---- | No. of projects: ---- | No. of projects: ---- | No. of projects: ---- | No. of projects: ---- |
| (f) Quality Assurance Certification (e.g.: ISO 9001) | Yes / No | Yes / No | Yes / No | Yes / No | Yes / No | Yes / No | Yes / No | Yes / No |
| (g) Reference Documents: - Professional Indemnity Insurance - Registration with BD (including Authorised Person (AP) / Registered Structural Engineer (RSE)/ Registered Geotechnical Engineer (RGE)) | Yes / No Yes / No | Yes / No Yes / No | Yes / No Yes / No | Yes / No Yes / No | Yes / No Yes / No | Yes / No Yes / No | Yes / No Yes / No | Yes / No Yes / No |
| (h) No. of associate consultant firms / subsidiaries | Yes (No. of firms:___) / No | Yes (No. of firms:___) / No | Yes (No. of firms:___) / No | Yes (No. of firms:___) / No | Yes (No. of firms:___) / No | Yes (No. of firms:___) / No | Yes (No. of firms:___) / No | Yes (No. of firms:___) / No |
| (i) Company code of conduct | Yes / No | Yes / No | Yes/No | Yes / No | Yes / No | Yes / No | Yes / No | Yes / No |

| | | | |
|---------------------|--|--|--|
| Date : | | | |
| Signature: | | | |
| Name of Assessors : | | | |