Contractor Management Handbook

Development Bureau

Revision B-10 March 2013 刪除: 9

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| Revision | B-10 | dated | 26 | March 2013 | |
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| <u>B-10</u> | 25/3/2013 | Establishment of the category of "Plumbing" |
|-------------|-----------|---|
| | | Installation", and revision of the scope and the |
| | | "minimum technical and management criteria for |
| | | admission, confirmation and promotion" of the |
| | | category of "Landscaping: Class I – General |
| | | Landscape Work" as promulgated by letter to all |
| | | contractors on the List of Approved Contractors |
| | | for Public Works and the List of Approved |
| | | Suppliers of Materials and Specialist Contractors |
| | | for Public Works ref: (02J7J-01-6) in DEVB(PS) |
| | | 108/34 dated 26 March 2013. |

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| Revision | B-10 | dated | 26 | March | 2013 |
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| | | Annex 32 | List of Tools/Equipment and Testing Instruments for Swimming Pool Water Treatment Installation Category |
|-------------|---|----------------------------|---|
| | | Annex 33 | List of Tools/Equipment and Testing Instruments for Uninterruptible Power Supply Installation Category |
| | | Annex 34 | List of Tools/Equipment and Testing Instruments for Video Electronics Installation Category |
| | | Annex 35 | Minimum Personnel and Equipment Requirements for Landscaping Category, Class I: General Landscape Work |
| | | Annex 36 | List of Tools / Equipment and Testing Instruments for the Plumbing Installation Category |
| Appendix 4A | - | Standard Pr Performance | roforma of the Report on Contractor's |
| Appendix 4B | - | Guidance No | otes for Completion of Reports |
| Appendix 4C | - | Category Coo | des |
| Appendix 4D | - | Timetable for | r Reporting on Contractors' Performance |
| Appendix 5A | - | Standard War | ning Letter for Poor Performance |
| Appendix 5B | - | Standard Let | ter for Withdrawal of Tender – Type A |
| Appendix 5C | - | Standard Let | ter for Withdrawal of Tender – Type B |
| Appendix 5D | - | Standard Let | ter for Withdrawal of Tender – Type C |
| Appendix 6A | - | Novation Ag | reement |
| Appendix 6B | - | Novation Ag | reement for Unincorporated Joint Venture |
| Appendix 6C | - | Supplementa | ry Agreement |
| Appendix 7 | - | | Selection of Tender Combination based on Government Approach |

| | Categories | Suppliers of Materials | Specialist Contractors | Managing Departments (Note) |
|----|--|---------------------------|---------------------------|-----------------------------------|
| 23 | Low Voltage Cubicle Switchboard Installation | | X | Arch SD |
| 24 | Mechanical Handling and Lifting Installation | | X | Arch SD |
| 25 | Mechanical Plant and Equipment Installation Group I – Contracts/Sub-contracts up to \$1.1 million Group II – Contracts/Sub-contracts of unlimited value | | X | Arch SD |
| 26 | Motor Vehicle Body-building and Painting | | X | Arch SD |
| 27 | Plumbing Installation Group I – Contracts/Sub-contracts up to \$2.3 million Group II – Contracts/Sub-contracts of unlimited value | | X | Arch SD |
| 28 | Prestressed Concrete Works for Highway Structures Class I – Supply and Installation of Prestressing Systems Class II – Supply of Prestressed Concrete Units | X | X | Hy D |
| 29 | Radio Electronics Installation | | X | Arch SD |
| 30 | Repair and Restoration of Historic Buildings | | X | Arch SD |
| 31 | Repair of Motors, Transformers and Switchgear | | X | WSD |
| 32 | Road Marking | | X | Hy D |
| 33 | Soil and Rock Testing | | X | CEDD |

Appendix 3A Page 3 of 5

| | Categories | Suppliers of Materials | Specialist Contractors | Managing Departments (Note) |
|----|--|---------------------------|---------------------------|-----------------------------------|
| 34 | Space Frame Systems | X | X | Arch SD |
| 35 | Specialized Operations for Highway Structures Class I – Guniting Class II – Waterproofing of Concrete Surfaces Class III – Repair of Cracked Concrete by Resin Injection Class IV – Non-destructive Testing of Welds Class V – Hot Dip Galvanising | | X | Ну D |
| 36 | Steam and Compressed Air Installation | | X | Arch SD |
| 37 | Structural Steelwork | | X | Hy D |
| 38 | Supply and Installation of Bearings for Highway Structures Class I – Mechanical Bearings Class II – Elastomeric Bearings | | X | Hy D |
| 39 | Supply and Installation of Expansion Joints for Highway Structures | | X | Hy D |
| 40 | Supply and Installation of Pumpsets and Associated Pipework | | X | WSD |
| 41 | Supply and Installation of Water Treatment Plant | | X | WSD |
| 42 | Supply of Bituminous Pavement Materials and Construction of Special Bituminous Surfacing | X | X | Hy D |
| 43 | Survey of Government Land Pressure Receivers subject to Steam and Air Pressure (but excluding Steam Boilers) | | X | Arch SD |
| 44 | Survey of Government Land Steam Boilers | | X | Arch SD |

Appendix 3A Page 4 of 5

| | Categories | Suppliers of Materials | Specialist Contractors | Managing Departments (Note) | |
|-----------|---|---------------------------|---------------------------|-----------------------------------|---------|
| 45 | Survey of Lifting Appliances and Lifting Gear | | X | Arch SD | |
| 46 | Swimming Pool Water Treatment Installation | | X | Arch SD | |
| 47 | Transparent Panels for Noise Barriers on Highways [formerly named as "Prefabricated Architectural Walls and Finishes (Screens, Sound Barriers and Retaining Walls)"] | X | | HyD | 刪除: 27 |
| 48 | Turn-key Interior Design and Fitting-out Works Group I – Eligible to be awarded one contract as a Trade Test Group II – Eligible to be awarded more than one contract at any time | | X | Arch SD | 刪除: 47 |
| 49_ | Uninterruptible Power Supply Installation | | X | Arch SD | 刪除: 48 |
| <u>50</u> | Video Electronics Installation | | X | Arch SD | 一刪除: 49 |

Note:

Arch SD : Architectural Services Department

CEDD : Civil Engineering and Development Department

Hy D : Highways Department LD : Lands Department

WSD : Water Supplies Department

Appendix 3A Page 5 of 5

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APPENDIX 3C Minimum Technical & Management Criteria for Admission, Confirmation and Promotion of Contractors for the Specialist List

Summary of Contents

| | Categories | Page No | Annex No |
|----|--|---------|----------|
| 1 | Air-conditioning Installation | 4 – 12 | 1, 2 |
| 2 | Audio Electronics Installation | 13 – 17 | 1, 3 |
| 3 | Broadcast Reception Installation | 18 – 22 | 1, 4 |
| 4 | Burglar Alarm and Security Installation | 23 – 28 | 1,5 |
| 5 | Catering Equipment Installation | 29 – 33 | 1, 6 |
| 6 | Design, Manufacture and Installation of Glass (or Fibre) Reinforced Plastic Units | 34 – 35 | - |
| 7 | Diesel Generator Installation | 36 – 41 | 1,7 |
| 8 | Electrical and Mechanical Installation for Sewage Treatment and Screening Plant | 42 – 47 | 1, 8 |
| 9 | Electrical Installation | 48 – 59 | 1,9 |
| 10 | Electronic Timing and Display Installation | 60 – 64 | 1, 10 |
| 11 | Fabrication of Steel Pipe Specials | 65 – 66 | 11 |
| 12 | Fabrication of Unfired Pressure Vessels | 67 – 68 | 12 |
| 13 | Fire Service Installation | 69 – 77 | 1, 13 |
| 14 | Fountain Installation | 78 – 82 | 1, 14 |
| 15 | Ground Investigation Field Work | 83 – 85 | 15, 16 |
| 16 | Industrial Type Electrical Installation | 86 – 91 | 1, 17 |

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Appendix 3C Page 1 of 249.

| | Categories | Page No | Annex No |
|-----------|---|------------------------------------|--------------|
| 17 | Land Piling | 92 – 94 | - |
| 18 | Land, Engineering and Hydrographic Survey Services | 95 – 96 | - |
| 19 | Landscaping Class I - General Landscape Work Class II - Hydroseeding | 97 – <u>99</u> <u>100 – 102</u> | <u>35</u> |
| 20 | Landslip Preventive/Remedial Works to Slopes/ Retaining Walls | 103 – 105 | 18 |
| 21 | Lift, Escalator and Passenger Conveyor Installation | 106 – 113 | 1, 19 |
| 22 | Liquefied Petroleum Gas Installation | <u>114 – 118</u> | 1, 20 |
| 23 | Low Voltage Cubicle Switchboard Installation | 119 – 124 | 1, 21 |
| 24 | Mechanical Handling and Lifting Installation | 125 – 130 | 1, 22 |
| 25 | Mechanical Plant and Equipment Installation | <u>131 – 139</u> | 1, 23 |
| 26 | Motor Vehicle Body-building and Painting | 140 – 144 | 1, 24 |
| <u>27</u> | Plumbing Installation | 145 -154 | <u>1,36</u> |
| 28 | Prestressed Concrete Works for Highway Structures Class I – Supply and Installation of Prestressing Systems Class II – Supply of Prestressed Concrete Units | 155 – 156 157 – 159 | - |
| 29 | Radio Electronics Installation | 160 – 164 | 1, 25 |
| 30 | Repair and Restoration of Historic Buildings | 165 – 166 | - |
| 31 | Repair of Motors, Transformers and Switchgear | 167 – 168 | 26, 27 |
| 32 | Road Marking | 169 – 171 | <u> </u> |
| 33 | Soil and Rock Testing | <u>172</u> – <u>176</u> | - |
| 34 | Space Frame Systems | <u>177</u> – <u>178</u> | - |

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Appendix 3C Page 2 of 249.

Appendix 30

| | Categories | Page No | Annex No | |
|-----------|---|---------------------------------------|----------|------------|
| 35 | Specialized Operations for Highway Structures | | _ | |
| 33 | Class I – Guniting | 179 -180 | | ' |
| | Class II – Waterproofing of Concrete Surfaces | 181 - 182 | | |
| | Class III – Repair of Cracked Concrete by Resin | 183 - 184 | | |
| | Injection | • | | |
| | Class IV – Non-destructive Testing of Welds | 185 - 186 | | |
| | Class V – Hot Dip Galvanising | <u> 187 - 189</u> | | |
| 2.5 | | 100 105 | 1.20 | |
| 36 | Steam and Compressed Air Installation | <u> 190 - 195</u> | 1, 28 | |
| 37 | Structural Steelwork | 196 - 198 | _ | |
| - | | \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ | | |
| 38 | Supply and Installation of Bearings for Highway | | - | |
| | Structures | · | | \ |
| | Class I – Mechanical Bearings | 199 - 200 | | |
| | Class II – Elastomeric Bearings | 201 - 202 | | ■ 1 |
| | | | | |
| 39 | Supply and Installation of Expansion Joints for Highway | 203 - 205 | - | |
| | Structures | | | \ |
| | | | | |
| 40 | Supply and Installation of Pumpsets and Associated | <u> 206 - 208</u> | - | |
| | Pipework | | | , |
| 41 | Supply and Installation of Water Treatment Plant | 209 - 210 | | |
| 41 | Supply and instanation of water Treatment Flant | 209 - 210 | - | |
| 42 | Supply of Bituminous Pavement Materials and | 211 - 214 | _ | |
| | Construction of Special Bituminous Surfacing | | | |
| | | | | |
| 43 | Survey of Government Land Pressure Receivers subject | 215 - 218 | 1, 29 | |
| | to Steam and Air Pressure (but excluding Steam Boilers) | · | | |
| | | | | |
| 44 | Survey of Government Land Steam Boilers | <u> 219 - 222</u> | 1, 30 | |
| | | | | \ |
| 45 | Survey of Lifting Appliances and Lifting Gear | <u> 223 - 226</u> | 1, 31 | |
| | | | | ` |
| 46 | Swimming Pool Water Treatment Installation | <u> 227 - 232</u> | 1, 32 | |
| 45 | m . D . I C . N . D | 222 225 | | ` |
| <u>47</u> | Transparent Panels for Noise Barriers on Highways | <u>233 - 235</u> | - | |
| | [formerly named as "Prefabricated Architectural Walls | | | 1 |
| | and Finishes (Screens, Sound Barriers and Retaining | | | |
| | Walls)"] | | | |
| 48 | Turn-key Interior Design and Fitting-out Works | 236 - 238 | _ | |
| ¥.00 | - 1011 101 Interior Design and I fitting out Works | | | |
| 49 | Uninterruptible Power Supply Installation | 239 - 243 | 1, 33 | |
| | | _ | , | |
| <u>50</u> | Video Electronics Installation | 244 - 248 | 1, 34 | |
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Appendix 3C Page 3 of 249

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Managing Department: Architectural Services Department

Works Category: Air-conditioning Installation Specialist Contractor

Group I: Contracts/Subcontracts up to HK\$5.7M
Group II: Contracts/Subcontracts of unlimited value

Brief Scope of Category:

The scope of work in this category covers the supply, installation and maintenance of air-conditioning installations comprising chillers, refrigeration systems, heat rejection plant, pipeworks, water handling equipment, air ducts, air handling equipment, thermal insulation, control and monitoring system, etc.

Definition of Probationary Status[#] (Para. 3.5.3 is not applicable for this category)

Probation to Group I : Eligible for the award of a maximum of two Group I contracts/subcontracts

Probation to Group II : Eligible for the award of any number of Group I contracts/subcontracts; and a maximum of two Group II

contracts/subcontracts provided that the total value of Group II works does not exceed \$20 million

Not applicable for new application for admission. (Only applicable for existing Group I probationary contractor)

* See Remarks (1) on the end page of this Appendix.

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Appendix 3C

Page 4 of 249

Appendix 3C

| Group I | Group II |
|-----------------------|--|
| A. Entry on Probation | A. Entry on Probation |
| Not Applicable | 1. Job Experience |
| | <u>General</u> |
| | (1) The applicant shall have adequate experience in the type and size of work of the category, with satisfactory quality of work compatible with Government standard; and |
| | (2) The applicant shall have adequate experience in contract management of work of the category, solely and fully, including coordination with building contractor and other building services / electrical and mechanical contractors; and |
| | (3) For job experience outside the HKSAR, evidences as stipulated under para. 2.4.5 of the CMH must also be produced to the satisfaction of the Secretary for the Environment, Transport and Works; otherwise, it will not be considered as a valid job reference. |
| | <u>Job Reference for Inspection</u> (In addition to the above, every job submitted by the applicant shall fulfill all requirements set out below; otherwise, it will not be considered as a valid job reference) |
| | (4) The applicant shall submit at least 2 contracts, which were completed within the past 3 years for site inspection; and |
| | (5) At least one of the above 2 contracts shall be completed within the past 12 months or at final stage; and |
| | (6) These 2 contracts shall be direct contract, which was signed between the applicant and the employer of the concerned project; and |
| | (7) The applicant shall be able to arrange joint site inspections for the government's examination of the quality and workmanship of the submitted job reference within normal office hours; and |
| | (8) The scope of work for each of these 2 contracts must fulfill all of the following requirements: |
| | (a) Contract value of the work related to the category under application for inclusion exceeds 180% of Group I tender limit; and |
| | (b) The contract shall cover major scope of works as described in the "Brief Scope of Category"; and |
| | (c) The air-conditioning installation shall be of central type, which shall include chiller, chilled water pipeworks, pumps, air-handling equipment, etc., and the cooling capacity of the chillers is not less than 1000kW; and |
| | (d) The contract shall be of a completely new building construction project or a whole building refurbishment project. |
| Annendix 3C | Page 5 of 240 // |

刪除: 234

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Appendix 3C

Page 5 of 249,

| Group I | Group II |
|---------|---|
| | (9) Subcontract will not be considered as valid job reference unless it can satisfy all of the following requirements, in addition to all the above stated requirements: |
| | (a) The subcontract shall include all the relevant work as described under the "Bries Scope of Category" covered in the main contract; and |
| | (b) The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and |
| | (c) The subcontract shall be signed between the applicant and the main contractor which is the company awarded with the direct contract by the employer of the concerned project; and |
| | (d) The aforementioned main contractor shall not be the air-conditioning installation contractor for the project work; and |
| | (e) The applicant must present documentary evidence to prove the above requirements are met and such evidence must be substantiated by the main contractor including a letter, which must be signed by the main contractor's authorized signatory to confirm that the applicant has met the above requiremen in the subcontract; and |
| | (f) Notwithstanding the above, the Managing Department may seek references on the applicant's technical and managerial capabilities from the employer, the relevant parties of the concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant from the relevant parties of the concerned project. |
| | 2. Registration with relevant authorities in Hong Kong (such as Quality Managemen System Certification, Building Authority etc.) |
| | Statutory Registration |
| | The applicant shall be |
| | Quality Management System Certification |
| | Quality Management System certificates issued under the rules of the Hong Kong Certification Body Accreditation Scheme (HKCAS) operated by the Hong Kong |

Appendix 3C Page 6 of 249

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| | | of Contractors for the Specialist List |
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| Group I | Group II | |
|-------------|--|-----|
| | Accreditation Service (HKAS); i.e. bearing the HKCAS Accreditation Mark, and Quality Management System certificates bearing the accreditation mark of other accreditation bodies which are considered as having an equivalent standard by the Environment, Transport and Works Bureau. | |
| | The scope of certification shall be relevant to the contractor list being applied for, e.g. "supply, installation and maintenance of air-conditioning installation". | |
| | If the scope of certification does not include "maintenance", the manual shall have relevant sections for maintenance work that shall include not only post contract service but also service for separate maintenance contract. | e |
| | 3. Technical Staff (See Annex 1 for definition of Staff Qualification) | |
| | Qualified Engineer | |
| | Employ at least 1 no. qualified engineer (Mechanical or Building Services disciplir with adequate and relevant project management experience. | ne) |
| | Technical Support Staff | |
| | Employ adequate nos. of technicians, site supervisors and draftsmen with adequate a relevant academic qualification and working experience. | nd |
| | Technician 2 nos. Site supervisor 4 nos. Draftsman 2 nos. | |
| | <u>Craftsman</u> | |
| | Employ adequate nos. of craftsman in the following trades | |
| | (A)Plumber/ AC MechanicMinimum score required40 marksQualified Plumber/AC Mechanic20 marksIntermediate Plumber/AC Mechanic15 marksOrdinary Plumber/AC Mechanic8 marks | |
| | (B)ElectricianMinimum score required40 marksQualified Electrician20 marksIntermediate Electrician15 marksOrdinary Electrician8 marks | |
| | Statutory Registration | |
| | The applicant shall have staff meeting the following statutory registration requirement: | s: |
| Appendix 3C | Page 7 of 249, | 11. |

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Appendix 3C Page 7 o

| Minimum Technical & Management | | |
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| Group I | Group II | | |
|--|--|--|--|
| | Registered Electrical Worker (REW) registered under Electricity Ordinance, Cap. 406. Grade A2 − 2 nos. (minimum) Licensed Plumber (LP) registered under Waterworks Ordinance, Cap. 102 − 1 no. (minimum) | | |
| | The LP and REW can be the Qualified Engineer, Technical Support Staff or Craftsman. | | |
| | Qualified Welder | | |
| | Employ adequate nos. of Qualified Welder (QW) | | |
| | QW 2 nos. | | |
| | The QW can be the Qualified Engineer, Technical Support Staff or Craftsman. | | |
| | 4. Plant and Equipment **(See Remarks on the end page of this Appendix) | | |
| | Adequate modern drafting and computing facilities; minimum 2 nos. CAD terminals. Adequate nos. of calibrated testing instruments and equipment/tools for carrying out installation, operation, maintenance and testing/commissioning services; valid calibration certificates for testing instruments shall be available. Refer Annex 2 for list of typical equipment/tools and testing instruments required. | | |
| | 5. Office/Workshop Facilities | | |
| | Local office/workshop in Hong Kong SAR is required. Reasonably sized, suitably furnished office and workshop/storage areas. In general, the minimum office area shall be 110 m² and the minimum workshop + storage area shall be 50 m². Documentary evidence (e.g. purchase/lease agreement) to prove right of use shall be produced. | | |
| B. Confirmation | B. Confirmation | | |
| The following shall only be applicable to existing Group I probationary contractor: | (1) The applicant has satisfactorily completed, within the past 12 months, at least one public works contract let by a Works Department; and | | |
| (1) The applicant has satisfactorily completed, within the past 12 months, at least one public works contract let by a Works Department; and | (2) This contract shall be direct contract, which was signed between the applicant and the | | |
| (2) This contract shall be direct contract, which was signed between the applicant and the employer of the concerned project; and | employer of the concerned project; and (3) The scope of work for this contract must fulfill all the following requirements: | | |
| (3) The scope of work for this contract must fulfill all the following requirements: | (a) Contract value of the work related to the category under application for confirmation exceeds Group I tender limit; and | | |
| (a) Contract value of the work related to the category under application for confirmation exceeds 50% of Group I tender limit; and | (b) The contract shall cover major scope of works as described in the "Brief Scope of Category"; and | | |
| (b) The contract shall cover the nature of works as described in the "Brief Scope of Category"; and | (c) The air-conditioning installation shall be of central type, which shall include | | |
| Appendix 3C | Page 8 of <u>249.</u> " | | |

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| | | Group I | | | Group II |
|-------|-------------------------------|--|-----|----|---|
| | (c) | Installation of window type air-conditioners will not be considered as valid job reference: and | | | chiller, chilled water pipeworks, pumps, air-handling equipment, etc., and the cooling capacity of the chillers is not less than 1000kW; and |
| | (d) | If the contract is a term contract, all of the above requirements 3 (a) to 3 (c) shall be fulfilled in one works order. | | (0 | The contract shall be of a completely new building construction or a whole building refurbishment; and |
| (4) | Subc | ontract will not be considered as valid job reference unless it can satisfy all of the wing requirements, in addition to all the above stated requirements: | | (6 | If the contract is a term contract, all of the above requirements 3 (a) to 3 (d) shall be fulfilled in one works order. |
| | (a) | The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and | (4) | f | Subcontract will not be considered as valid job reference unless it can satisfy all of the ollowing requirements, in addition to all the above stated requirements: |
| | (b) | The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and | | (8 | The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and |
| | (c) | The subcontract shall be signed between the applicant and the main contractor which is the company awarded with the direct contract by the employer of the | | (ł | The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and |
| | (d) | concerned project; and The aforementioned main contractor shall not be the air-conditioning installation | | (0 | The subcontract shall be signed between the applicant and the main contractor which is the company awarded with the direct contract by the employer of the concerned project; and |
| | | contractor for the project work. | | (0 | The aforementioned main contractor shall not be the air-conditioning installation contractor for the project work. |
| | | C. Direct Entry | | | C. Direct Entry |
| 1. Jo | ob Exp | perience | Not | Ap | plicable |
| Gene | <u>ral</u> | | | | |
| (1) | The a | applicant shall have adequate experience in the type and size of work of the cory, with satisfactory quality of work compatible with Government standard; and | | | |
| (2) | categ | applicant shall have adequate experience in contract management of work of the cory, solely and fully, including coordination with building contractor and other compared to the contract of t | | | |
| (3) | CMĚ | ob experience outside the HKSAR, evidences as stipulated under para. 2.4.5 of the H must also be produced to the satisfaction of the Secretary for the Environment, sport and Works; otherwise, it will not be considered as a valid job reference. | | | |
| shall | Referent fulfill rence) | nce for Inspection (In addition to the above, every job submitted by the applicant all requirements set out below; otherwise, it will not be considered as a valid job | | | |
| (4) | | applicant shall submit at least 2 contracts, which were completed within the past 3 s for site inspection; and | | | |

Appendix 3C Page 9 of 249

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Appendix 3C

| | | Group I | Group II |
|-------|-----------------|--|----------------|
| (5) | | ast one of the above 2 contracts shall be completed within the past 12 months or at stage; and | |
| (6) | These the er | e 2 contracts shall be direct contract, which was signed between the applicant and imployer of the concerned project; and | |
| (7) | exam | applicant shall be able to arrange joint site inspections for the government's ination of the quality and workmanship of the submitted job reference within al office hours; and | |
| (8) | The s | scope of work for each of these 2 contracts must fulfill all of the following rements: | |
| | (a) | Contract value of the work related to the category under application for inclusion exceeds 50% Group I tender limit; and | |
| | (b) | The contract shall cover the nature of works as described in the "Brief Scope of Category"; and | |
| | (c) | Installation of window type air-conditioners will not be considered as valid job reference. | |
| (9) | | ontract will not be considered as valid job reference unless it can satisfy all of the wing requirements, in addition to all the above stated requirements: | |
| | (a) | The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and | |
| | (b) | The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and | |
| | (c) | The subcontract shall be signed between the applicant and the main contractor which is the company awarded with the direct contract by the employer of the concerned project; and | |
| | (d) | The aforementioned main contractor shall not be the air-conditioning installation contractor for the project work; and | |
| | (e) | The applicant must present documentary evidence to prove the above requirements are met and such evidence must be substantiated by the main contractor including a letter, which must be signed by the main contractor's authorized signatory to confirm that the applicant has met the above requirements in the subcontract; and | |
| | (f) | Notwithstanding the above, the Managing Department may seek references on the applicant's technical and managerial capabilities from the employer, the relevant parties of the concerned project and other sources or confirmation on the | , |
| Annor | ndix 3C | | Page 10 of 249 |

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| Minimum Technical & Management Criteria for Admission. | Confirmation and Promotion of Contractors for the Specialist List |
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| Group I | Group II |
|---|----------|
| authenticity of the proof provided by the applicant from the relevant parties of the concerned project. | |
| 2. Registration with relevant authorities in Hong Kong (such as Quality Management System Certification, Building Authority etc.) | |
| Statutory Registration | |
| The applicant shall be | |
| | |
| a Registered Electrical Contractor registered under Electricity Ordinance, Cap. 406; and | |
| have full time technical staff (meeting the relevant statutory registration requirement) of number not less than that described in the Section "Technical Staff". | |
| 3. Technical Staff (See Annex 1 for definition of Staff Qualification) | |
| Technical Support Staff | |
| Employ adequate nos. of technicians, site supervisors and draftsmen with adequate and relevant academic qualification and working experience. | |
| Technician 2 nos. | |
| Site supervisor 2 nos. Draftsman 1 no. | |
| Craftsman | |
| Employ adequate nos. of craftsman with adequate relevant experience in the following | |
| trades | |
| (A) Plumber/AC Mechanic Minimum score required 20 marks | |
| Qualified Plumber/AC Mechanic 20 marks | |
| Intermediate Plumber/AC Mechanic 15 marks | |
| Ordinary Plumber/AC Mechanic 8 marks | |
| (B) Electrician | |
| Minimum score required 20 marks Oualified Electrician 20 marks | |
| Intermediate Electrician 20 marks 15 marks | |
| Ordinary Electrician 8 marks | |
| Statutory Registration | |
| The applicant shall have staff meeting the following statutory registration requirements: | |
| | |

Appendix 3C Page 11 of 249,

Appendix 3C

| Group I | Group II |
|---|----------|
| ♦ Registered Electrical Worker (REW) registered under Electricity Ordinance, Cap. | |
| 406. Grade A2 – 1 no. (minimum) | |
| | |
| The LP and REW can be the Engineer, Technical Support Staff or Craftsman. | |
| | |
| Qualified Welder | |
| Employ adequate nos. of Qualified Welder (QW) | |
| Employ adequate nos. of Quantied Welder (QW) | |
| QW 1 no. | |
| The OW can be the Qualified Engineer Technical Support Staff or Craftemen | |
| The QW can be the Qualified Engineer, Technical Support Staff or Craftsman. | |
| 4. Plant and Equipment **(See Remarks on the end page of this Appendix) | |
| Al a local a control of CARA in | |
| Adequate modern drafting and computing facilities; minimum 1 no. CAD terminal. | |
| Adequate nos. of calibrated testing instruments and equipment/tools for carrying out installation, operation, maintenance and testing/commissioning services; valid calibration | |
| certificates where applicable for testing instruments shall be available. Refer to Annex | |
| 2 for list of typical equipment /tools and testing instruments required. | |
| 5. Office/Workshop Facilities | |
| | |
| Local office/workshop in Hong Kong SAR is required. Reasonably sized, suitably furnished office and workshop/storage areas. In general, the minimum office area shall be | |
| 50 m ² and the minimum workshop + storage area shall be 30 m ² . Documentary evidence | |
| (e.g. purchase/lease agreement) to prove right of use shall be produced. | |
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Appendix 3C

Page 12 of 249

| Managing Department: | Architectural Services Department | |
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Works Category: Audio Electronics Installation Specialist Contractor

Brief Scope of Category:

The scope of work in this category covers the supply, installation and maintenance of power amplifier, mixing amplifier, cassette tape deck, loudspeaker, microphone etc. commonly used for public address system, intercom system, language laboratory system, simultaneous interpretation system and audio system at different venues.

Definition of Probationary Status[#] (Para. 3.5.3 is not applicable for this category)

Eligible for the award of a maximum of two contracts/subcontracts provided that the total value of works in this category does not exceed \$3.4 million

*See Remarks (1) on the end page of this Appendix.

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Page 234 of this Appendix

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The scope of work for each of these 2 contracts must

Contract value of the work related to the

fulfill all of the following requirements:

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The scope of work for each of these 2 contracts must

fulfill all of the following requirements:

Appendix 3C

| A. Entry on Probation | B. Confirmation | C. Direct Entry | |
|--|---|--|--|
| 1. Job Experience | | 1. Job Experience | |
| General (1) The applicant shall have adequate experience in the type and size of work of the category, with satisfactory quality of work compatible with Government standard; and | The applicant has satisfactorily completed, within the past 12 months, at least one public works contract let by a Works Department; and This contract shall be direct contract, which was signed between the applicant and the employer of the concerned project; and | General (1) The applicant shall have adequate experience in the type and size of work of the category, with satisfactory quality of work compatible with Government standard; and | |
| (2) The applicant shall have adequate experience in contract management of work of the category, solely and fully, including coordination with building contractor and other building services / electrical and mechanical contractors; and | (3) The scope of work for this contract must fulfill all the following requirements: (a) Contract value of the work related to the category under application for confirmation exceeds \$0.2M; and | (2) The applicant shall have adequate experience in contract management of work of the category, solely and fully, including coordination with building contractor and other building services / electrical and mechanical contractors; and | |
| (3) For job experience outside the HKSAR, evidences as stipulated under para. 2.4.5 of the CMH must also be produced to the satisfaction of the Secretary for the Environment, Transport and Works; otherwise, it will not be considered as a valid job reference. | (b) The contract shall cover the nature of works as described in the "Brief Scope of Category"; and (c) If the contract is a term contract, all of the above requirements (a) shall be fulfilled in one works | (3) For job experience outside the HKSAR, evidences as stipulated under para. 2.4.5 of the CMH must also be produced to the satisfaction of the Secretary for the Environment, Transport and Works; otherwise, it will not be considered as a valid job reference. | |
| <u>Job Reference for Inspection</u> (In addition to the above, every job submitted by the applicant shall fulfill all requirements set out below; otherwise, it will not be considered as a valid job reference) | order. (4) Subcontract will not be considered as valid job reference unless it can satisfy all of the following requirements, in addition to all the above stated | <u>Job Reference for Inspection</u> (In addition to the above, every job submitted by the applicant shall fulfill all requirements set out below; otherwise, it will not be considered as a valid job reference) | |
| (4) The applicant shall submit at least 2 contracts, which were completed within the past 3 years for site inspection; and | requirements: (a) The subcontract shall include all the relevant work as described under the "Brief Scope of | (4) The applicant shall submit at least 2 contracts, which were completed within the past 3 years for site inspection; and | |
| (5) At least one of the above 2 contracts shall be completed within the past 12 months or at final stage; and | Category" covered in the main contract; and (b) The applicant shall have undertaken the full scope of work covered in the subcontract, solely | (5) At least one of the above 2 contracts shall be completed within the past 12 months or at final stage; and | |
| (6) These 2 contracts shall be direct contract, which was signed between the applicant and the employer of the concerned project; and | and fully, including contract management; and (c) The party by which the applicant is awarded with the subcontract, and the upstream | (6) These 2 contracts shall be direct contract, which was signed between the applicant and the employer of the concerned project; and | |
| (7) The applicant shall be able to arrange joint site inspections for the government's examination of the quality and workmanship of the submitted job reference within normal office hours; and | contracting parties up to and including the main contractor, which is the company awarded with the direct contract by the employer of the concerned project, all shall not be the audio electronics installation contractor for the project | (7) The applicant shall be able to arrange joint site inspections for the government's examination of the quality and workmanship of the submitted job reference within normal office hours; and | |
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Appendix 3C Page 14 of 249

work.

| | | A. Entry on Probation | B. Confirmation | C. Direct Entry | |
|-----|------|---|-----------------|-----------------|---|
| | (a) | Contract value of the work related to the category under application for inclusion exceeds | | | category under application for inclusion exceeds \$0.5M; and |
| | (l-) | \$0.2M; and The contract shall cover the nature of works as | | | (b) The contract shall cover the nature of works as described in the "Brief Scope of Category". |
| | (b) | described in the "Brief Scope of Category". | | (9) | Subcontract will not be considered as valid job reference unless it can satisfy all of the following |
| (9) | refe | contract will not be considered as valid job rence unless it can satisfy all of the following urements, in addition to all the above stated | | | requirements, in addition to all the above stated requirements: |
| | | The subcontract shall include all the relevant | | | (a) The subcontract shall include all the relevant work as described under the "Brief Scope of |
| | (a) | work as described under the "Brief Scope of Category" covered in the main contract; and | | | Category" covered in the main contract; and (b) The applicant shall have undertaken the full |
| | (b) | The applicant shall have undertaken the full scope of work covered in the subcontract, solely | | | scope of work covered in the subcontract, solely and fully, including contract management; and |
| | | and fully, including contract management; and | | | (c) The party by which the applicant is awarded with the subcontract, and the upstream |
| | (c) | The party by which the applicant is awarded with the subcontract, and the upstream contracting parties up to and including the main contractor, which is the company awarded with the direct contract by the employer of the concerned project, all shall not be the audio electronics installation contractor for the project | | | contracting parties up to and including the main contractor, which is the company awarded with the direct contract by the employer of the concerned project, all shall not be the audio electronics installation contractor for the project work; and |
| | (d) | work; and The applicant must present documentary evidence to prove the above requirements are met and such evidence must be substantiated by all the relevant upstream contracting parties as mentioned at (c) above including letters from them, which must be signed by their authorized | | | (d) The applicant must present documentary evidence to prove the above requirements are met and such evidence must be substantiated by all the relevant upstream contracting parties as mentioned at (c) above including letters from them, which must be signed by their authorized signatories to confirm that the applicant has met the above requirements in the subcontract; and |
| | | signatories to confirm that the applicant has met the above requirements in the subcontract; and | | | (e) Notwithstanding the above, the Managing Department may seek references on the |
| | (e) | Notwithstanding the above, the Managing Department may seek references on the applicant's technical and managerial capabilities from the employer, the relevant parties of the concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant from the relevant parties of the concerned project. | | | applicant's technical and managerial capabilities from the employer, the relevant parties of the concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant from the relevant parties of the concerned project. |

Appendix 3C Page 15 of 249

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| L | A. Entry on Probation | B. Confirmation | C. Direct Entry |
|---|---|-----------------|---|
| 2 | 2. Technical Staff (See Annex 1 for definition of Staff Qualification) | | 2. Technical Staff (See Annex 1 for definition of Staff Qualification) |
| | Technical Support Staff | | Technical Support Staff |
| | Employ adequate nos. of technicians, site supervisors and draftsmen with adequate and relevant academic qualification and working experience. | | Employ adequate nos. of technicians, site supervisors and draftsmen with adequate and relevant academic qualification and working experience. |
| | Technician 1 no. Site supervisor 1 no. Draftsman 1 no. | | Technician 1 no. Site supervisor 1 no. Draftsman 1 no. |
| | <u>Craftsman</u> | | <u>Craftsman</u> |
| | Employ adequate nos. of Electronics Craftsman Minimum score required 40 marks Qualified Electronics Craftsman 20 marks Ordinary Electronics Craftsman 10 marks | | Employ adequate nos. of Electronics Craftsman Minimum score required 40 marks Qualified Electronics Craftsman 20 marks Ordinary Electronics Craftsman 10 marks |
| 3 | 3. Plant and Equipment **(See Remarks on the end page of this Appendix) | | 3. Plant and Equipment **(See Remarks on the end page of this |
| | Adequate modern drafting and computing facilities; minimum 1 no. CAD terminal. Adequate nos. of calibrated testing instruments and equipment/tools for carrying out installation, operation, maintenance and testing/commissioning services; valid calibration certificates for testing instruments shall be available. Refer to Annex 3 for list of typical equipment/tools and testing instruments required. | | Adequate modern drafting and computing facilities; minimum 1 no. CAD terminal. Adequate nos. of calibrated testing instruments and equipment/tools for carrying out installation, operation, maintenance and testing/commissioning services; valid calibration certificates for testing instruments shall be available. Refer to Annex 3 for list of typical equipment/tools and testing instruments required. |
| 2 | l. Office/Workshop Facilities | | 4. Office/Workshop Facilities |
| | Local office/workshop in Hong Kong SAR is required. Reasonably sized, suitably furnished office and workshop/storage areas. In general, the minimum office area shall be 40 m² and the minimum workshop + storage area shall be 25 m². Documentary evidence (e.g. purchase/lease agreement) to prove right of use shall be produced. | | Local office/workshop in Hong Kong SAR is required. Reasonably sized, suitably furnished office and workshop/storage areas. In general, the minimum office area shall be 40 m² and the minimum workshop + storage area shall be 25 m². Documentary evidence (e.g. purchase/lease agreement) to prove right of use shall be produced. |
| 5 | 5. Others | | 5. Others |
| ļ | Appendix 3C | | Page 16 of 249 |
| | | | |

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| A. Entry on Probation | B. Confirmation | C. Direct Entry |
|--|-----------------|--|
| Authorized Agency Preferably be an authorized agent in HKSAR for essential equipment. Documentary evidence such as authorized agency agreements shall be available. Support from Principal Technical support from principal(s) of relevant agency is desirable. Applicant to demonstrate scope and extent (such as design, backup on installation / maintenance etc.) of support. | | Authorized Agency Preferably be an authorized agent in HKSAR for essential equipment. Documentary evidence such as authorized agency agreements shall be available. Support from Principal Technical support from principal(s) of relevant agency is desirable. Applicant to demonstrate scope and extent (such as design, backup on installation / maintenance etc.) of support. |

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| Managing Department: | Architectural Services Department | |
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Works Category: Broadcast Reception Installation Specialist Contractor

Brief Scope of Category:

The scope of work in this category covers the supply, installation and maintenance of TV/FM aerials, pre-amplifiers, broadband/channel amplifiers, distribution amplifiers, combining units, tee-units, splitter units, signal cables and TV/FM outlets, etc. for building and amenity projects.

Definition of Probationary Status[#] (Para. 3.5.3 is not applicable for this category)

Eligible for the award of a maximum of two contracts/subcontracts provided that the total value of works in this category does not exceed \$3.4 million

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Not applicable for new application for admission. (Only applicable for existing probationary contractor)

*See Remarks (1) on the end page of this Appendix

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Appendix 3C

Page 18 of 249

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| A. Entry on Probation | B. Confirmation | C. Direct Entry |
|-----------------------|---|---|
| Not Applicable | The following shall only be applicable to existing probationary contractor: | 1. Job Experience General |
| | (1) The applicant has satisfactorily completed, within the past 12 months, at least one public works contract let by a Works Department; and | (1) The applicant shall have adequate experience in the type and size of work of the category, with satisfactory quality of work compatible with Government |
| | (2) This contract shall be direct contract, which was signed between the applicant and the employer of the concerned project; and | standard; and (2) The applicant shall have adequate experience in contract management of work of the category, solely |
| | (3) The scope of work for this contract must fulfill all the following requirements: | and fully, including coordination with building contractor and other building services / electrical and mechanical contractors; and |
| | (a) Contract value of the work related to the category under application for confirmation exceeds \$0.1M; and | (3) For job experience outside the HKSAR, evidences as stipulated under para. 2.4.5 of the CMH must also be produced to the satisfaction of the Secretary for the |
| | (b) The contract shall cover the nature of works as described in the "Brief Scope of Category"; and | Environment, Transport and Works; otherwise, it will not be considered as a valid job reference. |
| | (c) If the contract is a term contract, all of the above requirements 3(a) and 3(b) shall be fulfilled in one works order. | Job Reference for Inspection (In addition to the above, every job submitted by the applicant shall fulfill all requirements set out below; otherwise, it will not be considered as a valid job reference) |
| | (4) Subcontract will not be considered as valid job reference unless it can satisfy all of the following requirements, in addition to all the above stated requirements: | (4) The applicant shall submit at least 2 contracts, which were completed within the past 3 years for site inspection; and |
| | (a) The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and | (5) At least one of the above 2 contracts shall be completed within the past 12 months or at final stage; and |
| | (b) The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and | (6) These 2 contracts shall be direct contract, which was signed between the applicant and the employer of the concerned project; and |
| | (c) The party by which the applicant is awarded with the subcontract, and the upstream contracting parties up to and including the main contractor, which is the company awarded with | (7) The applicant shall be able to arrange joint site inspections for the government's examination of the quality and workmanship of the submitted job reference within normal office hours; and |
| | the direct contract by the employer of the concerned project, all shall not be the broadcast reception installation contractor for the project | (8) The scope of work for each of these 2 contracts must fulfill all of the following requirements: |
| | work. | (a) Contract value of the work related to the |

Appendix 3C Page 19 of 249

Appendix 3C

| category under application for inclusion exc \$0.25M; and (b) The contract shall cover major scope of wor described in the "Brief Scope of Category". (9) Subcontract will not be considered as valid job reference unless it can satisfy all of the following requirements; in addition to all the above stated requirements: (a) The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and work as described under the "Brief Scope of Category" covered in the subcontract, and fully, including contract management; as and fully, including contract management; and fully, including contract management; and fully, including contract management; and fully, including garties up to and including the nontracting parties up to and including the nontractor, which is the company awarded with the subcontract, and the upstream contracting parties up to and including the nontractor, which is the company awarded when the direct contract by the employer of the concerned project, all shall not be the broad reception installation contractor for the project, and the project of the pro | | C. Direct Entry | | | B. Confirmation | A. Entry on Probation |
|---|--|--|------------------|-----|-----------------|-----------------------|
| described in the "Brief Scope of Category". (9) Subcontract will not be considered as valid job reference unless it can satisfy all of the following requirements, in addition to all the above stated requirements: (a) The subcontract shall include all the relevan work as described under the "Brief Scope of Category" covered in the main contract; and the scope of work covered in the subcontract, as and fully, including contract management; a compared to the subcontract, and the upstream contracting parties up to and including the next contract of the contract by the employer of the concerned project, all shall not be the broad reception installation contractor for the project, and the subcontract of the project of the concerned project, all shall not be the broad reception installation contractor for the project work; and the subcontract of the project of the concerned project, all shall not be the broad reception installation contractor for the project work; and the subcontract of the project work; and the subcontract of the project of the concerned project, all shall not be the broad reception installation contractor for the project work; and the subcontract of the project work; and the subcontract of the project of the concerned project of the concerned project, all shall not be the broad reception installation contractor for the project work; and the subcontract work of the subcontract of the project of the concerned project, all shall not be the broad reception installation contractor for the project work; and the subcontract work of the subcontract work and the subcontract work as a subcontract work as a subcontract | on for inclusion | | | | | |
| reference unless it can satisfy all of the following requirements; in addition to all the above stated requirements: (a) The subcontract shall include all the relevan work as described under the "Brief Scope of Category" covered in the main contract; and (b) The applicant shall have undertaken the full scope of work covered in the subcontract, so and fully, including contract management; a contracting parties up to and including the new contracting parties up to and including the new contractor, which is the company awarded with the direct contract by the employer of the concerned project, all shall not be the broad reception installation contractor for the project work; and (d) The applicant must present documentary evidence to prove the above requirements a met and such evidence must be substantiated. | major scope of v Scope of Categor | The contract shall cover maj described in the "Brief Scor | (b) | | | |
| work as described under the "Brief Scope of Category" covered in the main contract; and (b) The applicant shall have undertaken the full scope of work covered in the subcontract, so and fully, including contract management; a (c) The party by which the applicant is awarded with the subcontract, and the upstream contracting parties up to and including the n contractor, which is the company awarded with edirect contract by the employer of the concerned project, all shall not be the broad reception installation contractor for the project work; and (d) The applicant must present documentary evidence to prove the above requirements a met and such evidence must be substantiated. | all of the following | ence unless it can satisfy all o frements, in addition to all the | refere requii | (9) | | |
| scope of work covered in the subcontract, so and fully, including contract management; a (c) The party by which the applicant is awarded with the subcontract, and the upstream contracting parties up to and including the n contractor, which is the company awarded we the direct contract by the employer of the concerned project, all shall not be the broad reception installation contractor for the project work; and (d) The applicant must present documentary evidence to prove the above requirements at met and such evidence must be substantiated. | r the "Brief Scope | work as described under the | (a) | | | |
| with the subcontract, and the upstream contracting parties up to and including the n contractor, which is the company awarded we the direct contract by the employer of the concerned project, all shall not be the broads reception installation contractor for the project work; and (d) The applicant must present documentary evidence to prove the above requirements at met and such evidence must be substantiated. | in the subcontract | scope of work covered in the | (b) | | | |
| evidence to prove the above requirements at met and such evidence must be substantiated | nd the upstream of and including the company awarde the employer of the hall not be the bro | with the subcontract, and the contracting parties up to and contractor, which is the com the direct contract by the en concerned project, all shall I reception installation contra | (c) | | | |
| all the relevant upstream contracting parties mentioned at (c) above including letters fror them, which must be signed by their authori signatories to confirm that the applicant has the above requirements in the subcontract; a | bove requirement must be substanti in contracting part including letters t gned by their auth hat the applicant l | evidence to prove the above met and such evidence must all the relevant upstream con mentioned at (c) above inclu- them, which must be signed signatories to confirm that the | | | | |
| (e) Notwithstanding the above, the Managing Department may seek references on the applicant's technical and managerial capabil from the employer, the relevant parties of th concerned project and other sources or confirmation on the authenticity of the proo- provided by the applicant from the relevant parties of the concerned project. | eferences on the d managerial cap relevant parties of other sources or henticity of the particity of the particity of the particity | Department may seek refere applicant's technical and ma from the employer, the relev concerned project and other confirmation on the authenti provided by the applicant fro | ` ' | | | |
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Appendix 3C Page 20 of 249

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刪除: 249

Appendix 3C

| A. Entry on Probation | B. Confirmation | C. Direct Entry |
|-----------------------|-----------------|---|
| | | 2. Technical Staff (See Annex 1 for definition of Staff Qualification) Technical Support Staff |
| | | Employ adequate nos. of technicians, site supervisors and draftsmen with adequate and relevant academic qualification and working experience. |
| | | Technician 1 no. Site supervisor 1 no. Draftsman 1 no. |
| | | Craftsman |
| | | Employ adequate nos. of craftsman in the following trades |
| | | (A) Electrician/BS Mechanic/Electronics Craftsman |
| | | Minimum score required 20 marks Qualified Electrician/BS Mechanic/ Electronics Craftsman 20 marks Intermediate Electrician/BS Mechanic Craftsman 15 marks Ordinary Electrician/BS Mechanic/ Electronics Craftsman 8 marks |
| | | 3. Plant and Equipment **(See Remarks on the end page of this Appendix) |
| | | Adequate modern drafting and computing facilities, minimum 1 no. CAD terminal. Adequate nos. of calibrated testing instruments and equipment/tools for carrying out installation, operation, maintenance and testing/commissioning services; valid calibration certificates for testing instruments shall be available. Refer to Annex 4 for list of typical equipment/tools and testing instruments required. |
| | | 4. Office/Workshop Facilities |
| | | Local office/workshop in Hong Kong SAR is required. Reasonably sized, suitably furnished office and workshop/storage areas. In general, the minimum office area shall be 40 m ² and the minimum workshop + storage area shall be 10 m ² . Documentary evidence |
| Appendix 3C | | Page 21 of <u>249</u> |

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Revision B-10 dated 26 March 2013

| A. Entry on Probation | B. Confirmation | C. Direct Entry |
|-----------------------|-----------------|--|
| | | (e.g. purchase/lease agreement) to prove right of use shall be produced. |

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| Managing Department: | Architectural Services Department | | | |
|---|--|--|----|------------------------------|
| Works Category: | Burglar Alarm and Security Installation | Specialist Contractor | | |
| | | | | |
| | | | | |
| Brief Scope of Category | | | | |
| communication network, tamper switch, detection s | | ting of card access control, exit control lock, duress push button, s break detector, surveillance system comprising of closed circuit | | |
| television, digital video il | otion detector, wateriman tour system, etc. where applicable for o | unuing and amenity projects. | | |
| Definition of Probationa | ry Status [#] (Para. 3.5.3 is not applicable for this category) | | | 刪除: * |
| Eligible for the award of | a maximum of two contracts/subcontracts provided that the total | value of works in this category does not exceed \$3.4 million | | 格式化: 上標 |
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| | | | | matra |
| @ Not applicable for new a | pplication for admission. (Only applicable for existing probations | ury contractor) | | 刪除: * |
| * See Remarks (1) on the e | | uy contractory | | 刪除: See Notes (1) and (2) on |
| See Remarks (1) on the e | id page of this Appendix, | | | Page 234 of this Appendix |
| | | | , | 刪除: 234 |
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| Appendix 3C | | Page 23 of <u>249</u> | 2 | |

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| A. Entry on Probation | B. Confirmation C. Direct Entry | |
|-----------------------|--|--|
| Not Applicable. | The following shall only be applicable to existing | 1. Job Experience General |
| | (1) The applicant has satisfactorily completed, within the past 12 months, at least one public works contract let by a Works Department; and | (1) The applicant shall have adequate experience in the type and size of work of the category, with satisfactory quality of work compatible with Government |
| | (2) This contract shall be direct contract, which was signed between the applicant and the employer of the concerned project; and | standard; and (2) The applicant shall have adequate experience in contract management of work of the category, solely |
| | (3) The scope of work for this contract must fulfill all the following requirements: | and fully, including coordination with building contractor and other building services / electrical and mechanical contractors; and |
| | (a) Contract value of the work related to the category under application for confirmation exceeds \$0.5M; and | (3) For job experience outside the HKSAR, evidences as stipulated under para. 2.4.5 of the CMH must also be produced to the satisfaction of the Secretary for the |
| | (b) The contract shall cover the nature of works as described in the "Brief Scope of Category"; and | Environment, Transport and Works; otherwise, it will not be considered as a valid job reference. |
| | (c) If the contract is a term contract, all of the above requirements 3(a) and 3(b) shall be fulfilled in one works order. | <u>Job Reference for Inspection</u> (In addition to the above, every job submitted by the applicant shall fulfill all requirements set out below; otherwise, it will not be considered as a valid job reference) |
| | (4) Subcontract will not be considered as valid job reference unless it can satisfy all of the following requirements, in addition to all the above stated requirements: | (4) The applicant shall submit at least 2 contracts, which were completed within the past 3 years for site inspection; and |
| | (a) The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and | (5) At least one of the above 2 contracts shall be completed within the past 12 months or at final stage; and |
| | (b) The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and | (6) These 2 contracts shall be direct contract, which was signed between the applicant and the employer of the concerned project; and |
| | (c) The party by which the applicant is awarded with the subcontract, and the upstream contracting parties up to and including the main | (7) The applicant shall be able to arrange joint site inspections for the government's examination of the quality and workmanship of the submitted job reference within normal office hours; and |
| | contractor, which is the company awarded with the direct contract by the employer of the concerned project, all shall not be the burglar alarm and security installation contractor for the | (8) The scope of work for each of these 2 contracts must fulfill all of the following requirements: |
| | project work. | (a) Contract value of the work related to the |

Appendix 3C Page 24 of 249

Appendix 3C

| category under application for inclusion \$1M; and (b) The contract shall cover major scope of described in the "Brief Scope of Category" (9) Subcontract will not be considered as valid job reference unless it can satisfy all of the follows requirements, in addition to all the above state requirements: (a) The subcontract shall include all the relework as described under the "Brief Scope Category" covered in the main contract; (b) The applicant shall have undertaken the | |
|---|---|
| described in the "Brief Scope of Categor" (9) Subcontract will not be considered as valid job reference unless it can satisfy all of the following requirements, in addition to all the above state requirements: (a) The subcontract shall include all the release work as described under the "Brief Scop" Category" covered in the main contract; (b) The applicant shall have undertaken the | exceeds |
| reference unless it can satisfy all of the following requirements, in addition to all the above states requirements: (a) The subcontract shall include all the release work as described under the "Brief Scop Category" covered in the main contract; (b) The applicant shall have undertaken the | vorks as y". |
| work as described under the "Brief Scop Category" covered in the main contract; (b) The applicant shall have undertaken the | ng |
| | e of |
| scope of work covered in the subcontract and fully, including contract management | t, solely |
| (c) The party by which the applicant is away with the subcontract, and the upstream contracting parties up to and including the contractor, which is the company awards the direct contract by the employer of the concerned project, all shall not be the but alarm and security installation contractor project work; and | ne main ed with e rglar |
| (d) The applicant must present documentary evidence to prove the above requiremen met and such evidence must be substant all the relevant upstream contracting par mentioned at (c) above including letters them, which must be signed by their aut signatories to confirm that the applicant the above requirements in the subcontractions. | s are ated by ties as from norized has met |
| (e) Notwithstanding the above, the Managir Department may seek references on the applicant's technical and managerial cap from the employer, the relevant parties of concerned project and other sources or confirmation on the authenticity of the p provided by the applicant from the relevant parties of the concerned project. | abilities f the |
| | |

Appendix 3C Page 25 of <u>249</u>

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| A. Entry on Probation | B. Confirmation | C. Direct Entry |
|-----------------------|-----------------|---|
| | | 2. Registration with relevant authorities in Hong Kong (such as Quality Management System Certification, Building Authority etc.) |
| | | Statutory Registration |
| | | The applicant shall be a Licensed Security Company engaged in Type III Security Work under Security and Guarding Services Ordinance, Cap. 460 and have full time technical staff (meeting the relevant statutory registration requirement) of number not less than that described in the Section "Technical Staff". |
| | | 3. Technical Staff (See Annex 1 for definition of Staff Qualification) |
| | | Qualified Engineer |
| | | Employ at least 1 no. qualified engineer (Electronics, Building Services or Electrical discipline) with adequate and relevant professional and project management experience. [This requirement may be waived with the applicant having adequate nos. of degree holder technicians stated below.] |
| | | Technical Support Staff |
| | | Employ adequate nos. of technicians, site supervisors and draftsmen with adequate and relevant academic qualification and working experience. Degree holder Technician with minimum 5 years post-qualification experience. Nil for applicant with Qualified Engineer. for applicant without Qualified Engineer. |
| | | Site supervisor 1 no. Draftsman 1 no. |
| | | <u>Craftsman</u> |
| | | Employ adequate nos. of craftsman in the following trades |
| | | (A) Electrician/BS Mechanic/Electronics Craftsman |
| | | Minimum score required 20 marks |
| Appendix 3C | | Page 26 of 249 |

Appendix 3C Page 26 of 249

刪除: 234

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Appendix 3C

| A. Entry on Probation | B. Confirmation | C. Direct Entry |
|-----------------------|-----------------|---|
| | | Qualified Electrician/BS Mechanic/ Electronics Craftsman 20 marks Intermediate Electrician/BS Mechanic/ Electronics Craftsman 15 marks |
| | | Ordinary Electrician/BS Mechanic/ Electronics Craftsman 8 marks |
| | | Statutory Registration The applicant shall have staff meeting the following statutory registration requirements: |
| | | ♦ Security Personnel (SP) holding Security Personnel Permit (Cat. D) issued under Security and Guarding Services Ordinance, Cap 460 – 2 nos. (minimum) |
| | | The SP can be the Qualified Engineer, Technical Support Staff or Craftsman. |
| | | 4. Plant and Equipment **(See Remarks on the end page of this Appendix) |
| | | Adequate modern drafting and computing facilities; minimum 1 no. CAD terminal. Adequate nos. of calibrated testing instruments and equipment/tools for carrying out installation, operation, maintenance and testing/commissioning services; valid calibration certificates for testing instruments shall be available. Refer to Annex 5 for list of typical equipment/tools and testing instruments required. |
| | | 5. Office/Workshop Facilities |
| | | Local office/workshop in Hong Kong SAR is required. Reasonably sized, suitably furnished office and workshop/storage areas. In general, the minimum office area shall be 40 m² and the minimum workshop + storage area shall be 10 m². Documentary evidence (e.g. purchase/lease agreement) to prove right of use shall be produced. |
| | | 6. Others |
| | | Authorized Agency Be an authorized agent/distributor in HKSAR for the |
| Appendix 3C | | Page 27 of <u>249</u> |

| Note in Page No. 234

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Revision B-10 dated 26 March 2013

| Minimum Technical & Management Criteria for Admission, Confirmation and Promotion of Contractors for the Specialist List Appendix 3C | Minimum Technical & Management Criteria for Admission, Co | firmation and Promotion of Contractors for the Specialist List | Appendix 3C |
|---|---|--|-------------|
|---|---|--|-------------|

| A. Entry on Probation | B. Confirmation | C. Direct Entry | | |
|-----------------------|-----------------|--|--|--|
| | | major equipment to be offered. Documentary evidence such as authorized agency/distributorship agreements shall be available. | | |
| | | 24-hour Emergency Service Centre Available for fault attendance. The service shall be effective, e.g. the fault call can be acknowledged immediately and maintenance personnel can arrive at the fault location within 1 hour. | | |

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| | | | Contractors for the Sp | |
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| Managing Department: | Architectural Services Department | | | |
|--|---|---|-----------------------|------------------------------|
| Works Category: | Catering Equipment Installation | Specialist Contractor |] | |
| | | | | |
| | | | | |
| Brief Scope of Category | : | | | |
| exhaust hood, steam and and associated serving are | not water equipment, refrigeration and food storage facilities, etc | range of electrical and gas cooking equipment, sinks and fixtures, c. for use in commercial kitchen, restaurant and canteen in buildings r, hot plate, oven, water heater, sink, hot cabinet, freezer, food rack, stem etc. | | |
| Definition of Probationa | ry Status [#] (Para. 3.5.3 is not applicable for this category) | | | |
| Eligible for the award o | f a maximum of two contracts/subcontracts provided that the tot | al value of works in this category does not exceed \$3.4 million | | - 刪除: ≛ |
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| | pplication for admission. (Only applicable for existing probation nd page of this Appendix. | nary contractor) | بر المراجد المراجد | 刪除: See Notes (1) and (2) on |
| See Remarks (1) on the t | nu page of this Appendix, | | | Page 234 of this Appendix |
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Appendix 3C Page 29 of <u>249</u>

| A. Entry on Probation | B. Confirmation | C. Direct Entry |
|-----------------------|--|---|
| Not Applicable | The following shall only be applicable to existing probationary contractor: | 1. Job Experience |
| | (1) The applicant has satisfactorily completed, within the past 12 months, at least one public works contract let by a Works Department; and | General (1) The applicant shall have adequate experience in the type and size of work of the category, with satisfactory quality of work compatible with Government |
| | (2) This contract shall be direct contract, which was signed between the applicant and the employer of the concerned project; and (3) All statutory forms such as the Work Completion (Part of an Installation) Certificate (i.e. Form WR1 (A)) | standard; and (2) The applicant shall have adequate experience in contract management of work of the category, solely and fully, including coordination with building contractor and other building services / electrical and |
| | shall be issued under the name of the applicant; and (4) The scope of work for this contract must fulfill all the following requirements: (a) Contract value of the work related to the category under application for confirmation | mechanical contractors; and (3) For job experience outside the HKSAR, evidences as stipulated under para. 2.4.5 of the CMH must also be produced to the satisfaction of the Secretary for the Environment, Transport and Works; otherwise, it will not be considered as a valid job reference. |
| | exceeds \$0.5M; and (b) The contract shall cover the nature of works as described in the "Brief Scope of Category"; and (c) The contract shall be for new building project or | Job Reference for Inspection (In addition to the above, every job submitted by the applicant shall fulfill all requirements set out below; otherwise, it will not be considered as a valid job reference) |
| | for a completely renovated commercial kitchen in restaurant, canteen, etc. Partial renovation or fitting-out works in an existing commercial kitchen are not acceptable; and | (4) The applicant shall submit at least 2 contracts, which were completed within the past 3 years for site inspection; and |
| | (d) If the contract is a term contract, all of the above requirements 4 (a) and 4 (c) shall be fulfilled in one works order. | and |
| | (5) Subcontract will not be considered as valid job reference unless it can satisfy all of the following requirements, in addition to all the above stated | (6) These 2 contracts shall be direct contract, which was signed between the applicant and the employer of the concerned project; and |
| | requirements: (a) The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and | (7) All statutory submissions to Gas Authority and statutory forms such as the Work Completion (Part of an Installation) Certificate (i.e. Form WR1 (A)) shall be issued under the name of the applicant; and |
| Appendix 3C | (b) The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and | (8) The applicant shall be able to arrange joint site inspections for the government's examination of the quality and workmanship of the submitted job |

| A. Entry on Probation | B. Confirmation | C. Direct Entry | | |
|-----------------------|---|---|--|--|
| | (c) The party by which the applicant is awarded with the subcontract, and the upstream contracting parties up to and including the main contractor, which is the company awarded with the direct contract by the employer of the concerned project, all shall not be the catering equipment installation contractor for the project work. | reference within normal office hours; and (9) The scope of work for each of these 2 contracts must fulfill all of the following requirements: (a) Contract value of the work related to the category under application for inclusion exceeds \$1M; and (b) The contract shall cover major catering | | |
| | | equipment installation related to the category; and (c) The contract shall be for new building project or for a completely renovated commercial kitchen in restaurant, canteen, etc. Partial renovation or fitting-out works in an existing commercial kitchen are not acceptable. | | |
| | | (10) Subcontract will not be considered as valid job reference unless it can satisfy all of the following requirements, in addition to all the above stated requirements: | | |
| | | (a) The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and | | |
| | | (b) The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and | | |
| | | (c) The party by which the applicant is awarded with the subcontract, and the upstream contracting parties up to and including the main contractor, which is the company awarded with the direct contract by the employer of the concerned project, all shall not be the catering equipment installation contractor for the project work; and | | |
| | | (d) The applicant must present documentary evidence to prove the above requirements are met and such evidence must be substantiated by all the relevant upstream contracting parties as mentioned at (c) above including letters from | | |

Appendix 3C Page 31 of <u>249</u>

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Appendix 3C

| A. Entry on Probation | B. Confirmation | C. Direct Entry |
|-----------------------|-----------------|---|
| | | them, which must be signed by their authorized signatories to confirm that the applicant has met the above requirements in the subcontract; and |
| | | (e) Notwithstanding the above, the Managing Department may seek references on the applicant's technical and managerial capabilities from the employer, the relevant parties of the concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant from the relevant parties of the concerned project. |
| | | 2. Registration with relevant authorities in Hong Kong (such as Quality Management System Certification, Building Authority etc.) |
| | | Statutory Registration The applicant shall be |
| | | 3. Technical Staff (See Annex 1 for definition of Staff Qualification) |
| | | Technical Support Staff |
| | | Employ adequate nos. of technicians, site supervisors and draftsmen with adequate and relevant academic qualification and working experience. |
| | | Technician 1 no. Site supervisor 1 no. Draftsman 1 no. |
| | | Craftsman |
| | | Employ adequate nos. of craftsman in the following trades (A) BS Mechanic/Mechanical Fitter/Electrician |

Appendix 3C Page 32 of <u>249</u>

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Appendix 3C

| A. Entry on Probation | B. Confirmation | C. Direct Entry |
|-----------------------|-----------------|---|
| | | Minimum score required 20 marks |
| | | Qualified BS Mechanic/Mechanical Fitter/Electrician 20 marks |
| | | Intermediate BS Mechanic/Mechanical Fitter/Electrician 15 marks |
| | | Ordinary BS Mechanic/Mechanical Fitter/Electrician 8 marks |
| | | Statutory Registration The applicant shall have staff meeting the following statutory registration requirements: |
| | | Registered Gas Installer (RGI) registered under Gas Safety Ordinance, Cap. 51. Gas Installation Work − 1 no. (minimum) (The RGI(s) shall hold licences covering gas installation work Class 1 to 7 collectively) Registered Electrical Worker (REW) registered under Electricity Ordinance, Cap. 406. Grade A2 − 1 no. (minimum) |
| | | The RGI and REW can be the Technical Support Staff or Craftsman. |
| | | 4. Plant and Equipment **(See Remarks on the end page of this Appendix) |
| | | Adequate modern drafting and computing facilities; minimum 1 no. CAD terminal. Adequate nos. of calibrated testing instruments and equipment/tools for carrying out installation, operation, maintenance and testing/commissioning services; valid calibration certificates for testing instruments shall be available. Refer to Annex 6 for list of typical equipment/tools and testing instruments required. |
| | | 5. Office/Workshop Facilities |
| | | Local office/workshop in Hong Kong SAR is required. Reasonably sized, suitably furnished office and workshop/storage areas. In general, the minimum office area shall be 40 m² and the minimum workshop + storage area shall be 10 m². Documentary evidence (e.g. purchase/lease agreement) to prove right of use shall be produced. |
| | | |

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Appendix 3C Page 33 of <u>249</u>

| Managing Department: | Highways Department |
|-----------------------------|---------------------|
|-----------------------------|---------------------|

: Design, Manufacture and Installation of Glass (or Fibre) Reinforced Plastic Units **Works Category Specialist Contractor**

Brief Scope of Category:

The scope of work in this category covers the design, manufacture and installation of glass reinforced plastic units or plastic units reinforced with other fibre for highway structures works.

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Direct Entry

1. Job Experience

Satisfactory completion of at least 3 projects in the design, manufacture and installation of glass (or fibre) reinforced plastic products in highway structures in the past 3 years, each with a value of \$0.2 M or more. References on these projects from consulting engineers (architects or clients if there is no consulting engineer) must be submitted which may be verified by paying site visits.

2. Registration with relevant authorities in Hong Kong (such as Quality Management System Certification, Building Authority etc.)

Not Applicable

3. Top Management *(See Remarks on the end page of this Appendix)

Top management shall possess relevant professional and management experience and have sufficient commitment for control of the works.

4. Technical Staff

Design staff with at least 3 years experience in the field of glass (or fibre) reinforced plastic.

Local workforce capable of installing the glass (or fibre) reinforced plastic units.

5. Plant and Equipment **(See Remarks on the end page of this Appendix)

- a. Mechanical fibre/resin mixer.
- b. Hoisting facility.
- c. Carpenter's equipment (saw, drill etc.).
- d. Heat curing chamber.
- e. Spray machine (chopped fabric, gelcoat etc.).
- f. Air compressor for spray gun.

6. Office/Workshop Facilities

Local office in Hong Kong is required. The applicant must possess a factory with equipment listed above and adequate testing and quality control facilities.

7. Training Facilities

Not Applicable

8. Others

Acceptable design, manufacturing and installation procedures and fully documented quality assurance system. Raw materials used must comply with relevant British Standards or other equivalent national standards. A certificate from an approved laboratory to confirm that the materials used meet the requirements stipulated in BS 2782 & BS 4549.

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|------------|-------------|------------|--------------|-----------|--------------|---------------|----------------|-----------|--------------|---|

| Managing Department: | Architectural Services Department | |
|----------------------|-----------------------------------|--|
|----------------------|-----------------------------------|--|

Works Category: **Diesel Generator Installation Specialist Contractor**

Brief Scope of Category:

The scope of work in this category covers the supply, installation and maintenance of diesel generator and associated installations such as fuel tank, switchboard, cable, earthing etc.

Definition of Probationary Status[#] (Para. 3.5.3 is not applicable for this category)

Eligible for the award of a maximum of two contracts/subcontracts provided that the total value of works in this category does not exceed \$3.4 million

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Not applicable for new application for admission. (Only applicable for existing probationary contractor)

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Appendix 3C

Page 36 of 249

| A. Entry on Probation | B. Confirmation | C. Direct Entry |
|-----------------------|---|---|
| Not Applicable. | The following shall only be applicable to existing probationary contractor: | 1. Job Experience |
| Not Applicable. | | General (1) The applicant shall have adequate experience in the type and size of work of the category, with satisfactory quality of work compatible with Government standard; and (2) The applicant shall have adequate experience in contract management of work of the category, solely and fully, including coordination with building |
| | reference unless it can satisfy all of the following requirements, in addition to all the above stated requirements: | (5) At least one of the above 2 contracts shall be completed within the past 12 months or at final stage; and |
| | (a) The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and | (6) These 2 contracts shall be direct contract, which was signed between the applicant and the employer of the concerned project; and |
| | (b) The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and | (7) All statutory forms such as the Work Completion (Part of an Installation) Certificate (i.e. Form WR1 (A)) shall be issued under the name of the applicant; and |
| | (c) The party by which the applicant is awarded with the subcontract, and the upstream contracting parties up to and including the main contractor, which is the company awarded with the direct contract by the employer of the concerned project, all shall not be the diesel generator | (8) The applicant shall be able to arrange joint site inspections for the government's examination of the quality and workmanship of the submitted job reference within normal office hours; and |
| Appendix 3C | | Page 37 of 249 |

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Appendix 3C

| A. Entry on Probation | B. Confirmation | C. Direct Entry | | |
|-----------------------|---|---|--|--|
| | installation contractor for the project work. | (9) The scope of work for each of these 2 contracts must fulfill all of the following requirements: | | |
| | | (a) The contract shall cover the scope of works as described in the "Brief Scope of Category"; and | | |
| | | (b) The rating of the diesel generator of the job reference shall be 300kVA or higher. | | |
| | | (10) Subcontract will not be considered as valid job reference unless it can satisfy all of the following requirements, in addition to all the above stated requirements: | | |
| | | (a) The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and | | |
| | | (b) The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and | | |
| | | (c) The party by which the applicant is awarded with the subcontract, and the upstream contracting parties up to and including the main contractor, which is the company awarded with the direct contract by the employer of the concerned project, all shall not be the diesel generator installation contractor for the project work; and | | |
| | | (d) The applicant must present documentary evidence to prove the above requirements are met and such evidence must be substantiated by all the relevant upstream contracting parties as mentioned at (c) above including letters from them, which must be signed by their authorized signatories to confirm that the applicant has met the above requirements in the subcontract; and | | |
| | | (e) Notwithstanding the above, the Managing Department may seek references on the applicant's technical and managerial capabilities from the employer, the relevant parties of the concerned project and other sources or confirmation on the authenticity of the proof | | |

Appendix 3C Page 38 of <u>249</u>

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| | Minimum Technical & Management Criteria for Admi- | ssion, Confirmation and Promotion of Contractors for the Specialist List |
|--|---|--|
|--|---|--|

| A. Entry on Probation | B. Confirmation | C. Direct Entry |
|-----------------------|-----------------|--|
| | | provided by the applicant from the relevant parties of the concerned project. |
| | | 2. Registration with relevant authorities in Hong Kong (such as Quality Management System Certification, Building Authority etc.) |
| | | Statutory Registration |
| | | The applicant shall be a Registered Electrical Contractor registered under Electricity Ordinance, Cap. 406 and have full time technical staff (meeting the relevant statutory registration requirement) of number not less than that described in the Section "Technical Staff". |
| | | 3. Technical Staff (See Annex 1 for definition of Staff Qualification) |
| | | Qualified Engineer |
| | | Employ at least 1 no. qualified engineer (Mechanical, Electrical or Building Services discipline) with adequate and relevant project management experience. |
| | | Technical Support Staff |
| | | Employ adequate nos. of technicians, site supervisors and draftsmen with adequate and relevant academic qualification and working experience. |
| | | Technician 2 nos. Site supervisor 2 nos. Draftsman 1 no. |
| | | Craftsman |
| | | Employ adequate nos. of craftsman in the following trades |
| | | (A) Mechanical Fitter |
| | | Minimum score required20 marksQualified Mechanical Fitter20 marksIntermediate Mechanical Fitter15 marksOrdinary Mechanical Fitter8 marks |

Appendix 3C Page 39 of <u>249</u>

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Appendix 3C

| | A. Entry on Probation | B. Confirmation | C. Direct Entry |
|--------------|-----------------------|-----------------|---|
| | | | (B) Electrician Minimum score required 20 marks Qualified Electrician 20 marks Intermediate Electrician 15 marks Ordinary Electrician 8 marks |
| | | | Statutory Registration The applicant shall have staff meeting the following statutory registration requirements: Registered Electrical Worker (REW) registered under Electricity Ordinance, Cap. 406. Grade A2 – 1 no. (minimum) |
| | | | The REW can be the Qualified Engineer, Technical Support Staff or Craftsman. 4. Plant and Equipment**(See Remarks on the end page of this Appendix) |
| | | | Adequate modern drafting and computing facilities, minimum 1 no. CAD terminal. Adequate nos. of calibrated testing instruments and equipment/tools for carrying out installation, operation, maintenance and testing/commissioning services; valid calibration certificates for testing instruments shall be available. Refer to Annex 7 for list of typical equipment/tools and testing instruments required. |
| | | | 5. Office/Workshop Facilities Local office/workshop in Hong Kong SAR is required. Reasonably sized, suitably furnished office and workshop/storage areas. In general, the minimum office area shall be 40 m² and the minimum workshop + storage area shall be 40 m². Documentary evidence (e.g. purchase/lease agreement) to prove right of use shall be produced. |
| Appendix 3C | | | 6. Others Authorized Agency Preferably being an authorized agent in HKSAR for Page 40 of 249 |
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Revision B-10 dated 26 March 2013

| Minimum Technical & Management Criteria for Admission, Confirmation and Promotion of Contractors for the Specialist List | Appendix 3C |
|--|-------------|
| | |

| A. Entry on Probation | B. Confirmation | C. Direct Entry |
|-----------------------|-----------------|---|
| | | essential equipment. Documentary evidence such as authorized agency agreements shall be available. |
| | | Support from Principal Technical support from principal(s) of relevant agency is desirable. Applicant to demonstrate scope and extent (such as design, backup on installation / maintenance etc.) of support. |

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| Managing Department: | Architectural Services Department | |
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Works Category: Electrical and Mechanical Installation for Sewage Treatment and Screening Plant Specialist Contractor

Brief Scope of Category:

The scope of work in this category covers design, supply, installation and maintenance of electrical and mechanical plant for sewage pumping stations, sewage screening & degritting plant and primary/secondary sewage treatment works.

Definition of Probationary Status[#] (Para. 3.5.3 is not applicable for this category)

Eligible for the award of a maximum of two contracts/subcontracts provided that the total value of works in this category does not exceed \$34 million

* See Remarks (1) on the end page of this Appendix,

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Page 234 of this Appendix

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| A. Entry on Probation | | | B. Confirmation | | C. Direct Entry |
|--|---|-----|--|----------------|--|
| 1. Job Experience | | | | 1. Jo | ob Experience |
| General General | | (1) | The applicant has satisfactorily completed, within the past 12 months, at least one public works contract let by a Works Department; and | Gene | <u>eral</u> |
| type and size | shall have adequate experience in the of work of the category, with satisfactory k compatible with Government standard; | (2) | This contract shall be direct contract, which was signed between the applicant and the employer of the concerned project; and | (1) | The applicant shall have adequate experience in the type and size of work of the category, with satisfactory quality of work compatible with Government standard; and |
| contract mana and fully, incl contractor and | shall have adequate experience in gement of work of the category, solely uding coordination with building dother building services / electrical and ontractors; and | (3) | All statutory forms such as the Work Completion (Part of an Installation) Certificate (i.e. Form WR1 (A)) shall be issued under the name of the applicant; and The scope of work for this contract must fulfill all the following requirements: | (2) | The applicant shall have adequate experience in contract management of work of the category, solely and fully, including coordination with building contractor and other building services / electrical and mechanical contractors; and |
| stipulated und produced to the Environment, | tence outside the HKSAR, evidences as ler para. 2.4.5 of the CMH must also be ne satisfaction of the Secretary for the Transport and Works; otherwise, it will be as a valid job reference. | | (a) Contract value of the work related to the category under application for confirmation exceeds \$5M; and | (3) | For job experience outside the HKSAR, evidences as stipulated under para. 2.4.5 of the CMH must also be produced to the satisfaction of the Secretary for the Environment, Transport and Works; otherwise, it will not be considered as a valid job reference. |
| job submitted by the | nspection (In addition to the above, every e applicant shall fulfill all requirements wise, it will not be considered as a valid | | (b) The contract shall cover major scope of works as described in the "Brief Scope of Category"; and (c) If the contract is a term contract, all of the above requirements 4 (a) and 4 (b) shall be fulfilled in | job s set o | Reference for Inspection (In addition to the above, every submitted by the applicant shall fulfill all requirements out below; otherwise, it will not be considered as a valid reference) |
| | shall submit at least 2 contracts, which ed within the past 3 years for site d | (5) | one works order. Subcontract will not be considered as valid job reference unless it can satisfy all of the following | (4) | The applicant shall submit at least 2 contracts, which were completed within the past 3 years for site inspection; and |
| | f the above 2 contracts shall be thin the past 12 months or at final stage; | | requirements, in addition to all the above stated requirements: | (5) | At least one of the above 2 contracts shall be completed within the past 12 months or at final stage; and |
| (-) | acts shall be direct contract, which was en the applicant and the employer of the ject; and | | (a) The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and (b) The applicant shall have undertaken the full | (6) | These 2 contracts shall be direct contract, which was signed between the applicant and the employer of the concerned project; and |
| of an Installat | forms such as the Work Completion (Partion) Certificate (i.e. Form WR1 (A)) shall er the name of the applicant; and | | scope of work covered in the subcontract, solely and fully, including contract management; and (c) The subcontract shall be signed between the | (7) | All statutory forms such as the Work Completion (Part of an Installation) Certificate (i.e. Form WR1 (A)) shall be issued under the name of the applicant; and |
| inspections for quality and w | shall be able to arrange joint site or the government's examination of the orkmanship of the submitted job nin normal office hours; and | | applicant and the main contractor which is the company awarded with the direct contract by the employer of the concerned project. | (8) | The applicant shall be able to arrange joint site inspections for the government's examination of the quality and workmanship of the submitted job reference within normal office hours; and |

Appendix 3C Page 43 of 249

| A. Entry on Probation | B. Confirmation | | C. Direct Entry |
|--|-----------------|------|---|
| (9) The scope of work for each of these 2 contracts must fulfill all of the following requirements: | | (9) | The scope of work for each of these 2 contracts must fulfill all of the following requirements: |
| (a) Contract value of the work related to the category under application for inclusion exceeds \$5M; and | | | (a) Contract value of the work related to the category under application for inclusion exceeds \$10M; and |
| (b) The contract shall cover major scope of works as described in the "Brief Scope of Category". | | | (b) The contract shall cover major scope of works as described in the "Brief Scope of Category". |
| (10) Subcontract will not be considered as valid job reference unless it can satisfy all of the following requirements, in addition to all the above stated requirements: | | (10) | Subcontract will not be considered as valid job reference unless it can satisfy all of the following requirements, in addition to all the above stated requirements: |
| (a) The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and | | | (a) The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and |
| (b) The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and | | | (b) The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and |
| (c) The subcontract shall be signed between the applicant and the main contractor which is the company awarded with the direct contract by the employer of the concerned project; and | | | (c) The subcontract shall be signed between the applicant and the main contractor which is the company awarded with the direct contract by the employer of the concerned project; and |
| (d) The applicant must present documentary evidence to prove the above requirements are met and such evidence must be substantiated by the main contractor including a letter, which must be signed by the main contractor's | | | (d) The aforementioned main contractor shall not be the electrical and mechanical installation contractor for sewage treatment and screening plant of the project work; and |
| authorized signatory to confirm that the applicant has met the above requirements in the subcontract; and | | | (e) The applicant must present documentary evidence to prove the above requirements are met and such evidence must be substantiated by the main contractor including a letter, which |
| (e) Notwithstanding the above, the Managing Department may seek references on the applicant's technical and managerial capabilities from the employer, the relevant parties of the concerned project and other sources or | | | must be signed by the main contractor's authorized signatory to confirm that the applicant has met the above requirements in the subcontract; and |
| confermed project and other sources of confirmation on the authenticity of the proof provided by the applicant from the relevant parties of the concerned project. | | | (f) Notwithstanding the above, the Managing Department may seek references on the applicant's technical and managerial capabilities from the employer, the relevant parties of the |
| parties of the concerned project. | | | applicant's technical and mana from the employer, the relevan |

Appendix 3C Page 44 of <u>249</u>

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| A. Entry on Probation | B. Confirmation | C. Direct Entry |
|---|-----------------|---|
| | | concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant from the relevant parties of the concerned project. |
| 2. Registration with relevant authorities in Hong Kong (such as Quality Management System Certification, Building Authority etc.) | | 2. Registration with relevant authorities in Hong Kong (such as Quality Management System Certification, Building Authority etc.) |
| Statutory Registration | | Statutory Registration |
| The applicant shall be a Registered Electrical Contractor registered under Electricity Ordinance, Cap. 406; and have full time technical staff (meeting the relevant statutory registration requirement) of number not less than that described in the Section "Technical Staff". | | The applicant shall be a Registered Electrical Contractor registered under Electricity Ordinance, Cap. 406; and have full time technical staff (meeting the relevant statutory registration requirement) of number not less than that described in the Section "Technical Staff". |
| 3. Technical Staff (See Annex 1 for definition of Staff Qualification) | | 3. Technical Staff (See Annex 1 for definition of Staff Qualification) |
| Qualified Engineer | | Qualified Engineer |
| Employ at least 1 no. qualified engineer (Mechanical or Electrical discipline) with adequate and relevant project management experience. | | Employ at least 1 no. qualified engineer (Mechanical or Electrical discipline) with adequate and relevant project management experience. |
| Technical Support Staff | | Technical Support Staff |
| Employ adequate nos. of technicians, site supervisors and draftsmen with adequate and relevant academic qualification and working experience. | | Employ adequate nos. of technicians, site supervisors and draftsmen with adequate and relevant academic qualification and working experience. |
| Technician 2 nos. Site supervisor 4 nos. Draftsman 2 nos. | | Technician 2 nos. Site supervisor 4 nos. Draftsman 2 nos. |
| <u>Craftsman</u> | | <u>Craftsman</u> |
| Employ adequate nos. of craftsman in the following trades | | Employ adequate nos. of craftsman in the following trades |
| (A) Mechanical Fitter | | (A) Mechanical Fitter |
| Minimum score required 30 marks | | Minimum score required 30 marks |

Appendix 3C Page 45 of <u>249</u>

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| A. Entry on Probation | B. Confirmation | C. Direct Entry |
|---|-----------------|---|
| Qualified Mechanical Fitter 20 marks | | Qualified Mechanical Fitter 20 marks |
| Intermediate Mechanical Fitter 15 marks | | Intermediate Mechanical Fitter 15 marks |
| Ordinary Mechanical Fitter 8 marks | | Ordinary Mechanical Fitter 8 marks |
| (B) Electrician | | (B) Electrician |
| Minimum score required 30 marks | | Minimum score required 30 marks |
| Qualified Electrician 20 marks | | Qualified Electrician 20 marks |
| Intermediate Electrician 15 marks | | Intermediate Electrician 15 marks |
| Ordinary Electrician 8 marks | | Ordinary Electrician 8 marks |
| Statutory Registration The applicant shall have staff meeting the following statutory registration requirements: ♦ Registered Electrical Worker (REW) registered unde Electricity Ordinance, Cap. 406. Grade B0 – 1 no. (minimum) ♦ A Competent Person (CP) appointed under the Factor & Industrial Undertakings (Confined Spaces) Regulations, Cap. 59 as Personnel for working in confined spaces – 1 no. (minimum) ♦ Certified Worker (CW) appointed under the Factory & Industrial Undertakings (Confined Spaces) Regulations, Cap. 59 as Personnel for working in confined spaces – 2 nos. (minimum) The CP, CW and REW can be the Qualified Engineer, Technical Support Staff or Craftsman. | у | Statutory Registration The applicant shall have staff meeting the following statutory registration requirements: ♦ Registered Electrical Worker (REW) registered under Electricity Ordinance, Cap. 406. Grade B0 − 1 no. (minimum) ♦ A Competent Person (CP) appointed under the Factory & Industrial Undertakings (Confined Spaces) Regulations, Cap. 59 as Personnel for working in confined spaces − 1 no. (minimum) ♦ Certified Worker (CW) appointed under the Factory & Industrial Undertakings (Confined Spaces) Regulations, Cap. 59 as Personnel for working in confined spaces − 2 nos. (minimum) The CP, CW and REW can be the Qualified Engineer, Technical Support Staff or Craftsman. |
| Qualified Welder | | Qualified Welder Employ adequate nos. of Qualified Welder (QW) |
| Employ adequate nos. of Qualified Welder (QW) | | |
| OW | | QW 1 no. |
| QW 1 no. The QW can be the Qualified Engineer, Technical Support Staff or Craftsman. | | The QW can be the Qualified Engineer, Technical Support Staff or Craftsman. |
| 4. Plant and Equipment **(See Remarks on the end page of this | | 4. Plant and Equipment **(See Remarks on the end page of this |
| Appendix) | | Appendix) |
| Adequate modern drafting and computing facilities, minimum 1 no. CAD terminal. Adequate nos. of calibrated testing instruments and equipment/tools for carrying out installation, operation, maintenance and testing/commissioning services; valid calibration certificates for testing instruments shall be | | Adequate modern drafting and computing facilities, minimum 1 no. CAD terminal. Adequate nos. of calibrated testing instruments and equipment/tools for carrying out installation, operation, maintenance and testing/commissioning services; valid calibration certificates for testing instruments shall be |
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Appendix 3C

Page 46 of 249

| A. Entry on Probation | B. Confirmation | C. Direct Entry |
|--|-----------------|--|
| available. Refer Annex 8 for list of typical equipment/tools and testing instruments required. | | available. Refer to Annex 8 for list of typical equipment/tools and testing instruments required. |
| 5. Office/Workshop Facilities | | 5. Office/Workshop Facilities |
| Local office/workshop in Hong Kong SAR is required. Reasonably sized, suitably furnished office and workshop/storage areas. In general, the minimum office area shall be 80 m² and the minimum workshop + storage area shall be 70 m². Documentary evidence (e.g. purchase/lease agreement) to prove right of use shall be produced. | | Local office/workshop in Hong Kong SAR is required. Reasonably sized, suitably furnished office and workshop/storage areas. In general, the minimum office area shall be 80 m² and the minimum workshop + storage area shall be 70 m². Documentary evidence (e.g. purchase/lease agreement) to prove right of use shall be produced. |
| 6. Others | | 6. Others |
| Authorized Agency Preferably be an authorized agent in HKSAR for essential equipment. Documentary evidence such as authorized agency agreements shall be available. | | Authorized Agency Preferably be an authorized agent in HKSAR for essential equipment. Documentary evidence such as authorized agency agreements shall be available. |
| Support from Principal Technical support from principal(s) of relevant agency is desirable. Applicant to demonstrate scope and extent (such as design, backup on installation / maintenance etc.) of support. | | Support from Principal Technical support from principal(s) of relevant agency is desirable. Applicant to demonstrate scope and extent (such as design, backup on installation / maintenance etc.) of support. |

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Managing Department: Architectural Services Department

Works Category: Electrical Installation Specialist Contractor

Group I: Contracts/Subcontracts up to HK\$2.3M
Group II: Contracts/Subcontracts up to HK\$5.7M
Group III: Contracts/Subcontracts of unlimited value

Brief Scope of Category:

The scope of work in this category covers the supply, installation and maintenance of low voltage electrical installation comprising incoming electricity supply, main and sub-main distribution system, final circuits, power points, lighting points, lighting fittings, electrical appliances, lightning protection, earthing system, etc. for building and amenity projects.

Definition of Probationary Status[#] (Para. 3.5.3 is not applicable for this category)

Probation to Group I: Not probationary status

Probation to Group II: Eligible for the award of any number of Group I contracts/subcontracts; and a maximum of two Group II contracts/subcontracts

Probation to Group III: Eligible for the award of any number of Group I and Group II contracts/subcontracts; and a maximum of two Group III

contracts/subcontracts provided that the total value of Group III work does not exceed \$20 million

* See Remarks (1) on the end page of this Appendix.

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Page 234 of this Appendix

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Appendix 3C

Page 48 of 249

| Group I | Group II | Group III | |
|-----------------------|--|--|--|
| A. Entry on Probation | A. Entry on Probation | A. Entry on Probation | |
| Not Applicable | 1. Job Experience | 1. Job Experience | |
| | <u>General</u> | <u>General</u> | |
| | The applicant shall have adequate experience in the type and size of work of the category, with satisfactory quality of work compatible with Government standard; and | (1) The applicant shall have adequate experience in the type and size of work of the category, with satisfactory quality of work compatible with Government standard; and | |
| | (2) The applicant shall have adequate experience in contract management of work of the category, solely and fully, including coordination with building contractor and other building services / electrical and mechanical contractors; and | (2) The applicant shall have adequate experience in contract management of work of the category, solely and fully, including coordination with building contractor and other building services / electrical and mechanical contractors; and | |
| | (3) For job experience outside the HKSAR, evidences as stipulated under para. 2.4.5 of the CMH must also be produced to the satisfaction of the Secretary for the Environment, Transport and Works; otherwise, it will not be considered as a valid job reference. | (3) For job experience outside the HKSAR, evidences as stipulated under para. 2.4.5 of the CMH must also be produced to the satisfaction of the Secretary for the Environment, Transport and Works; otherwise, it will not be considered as a valid job reference. | |
| | <u>Job Reference for Inspection</u> (In addition to the above, every job submitted by the applicant shall fulfill all requirements set out below; otherwise, it will not be considered as a valid job reference) | Job Reference for Inspection (In addition to the above, every job submitted by the applicant shall fulfill all requirements set out below; otherwise, it will not be considered as a valid job reference) | |
| | (4) The applicant shall submit at least 2 contracts, which were completed within the past 3 years for site inspection; and | (4) The applicant shall submit at least 2 contracts, which were completed within the past 3 years for site inspection; and | |
| | (5) At least one of the above 2 contracts shall be completed within the past 12 months or at final stage; and | (5) At least one of the above 2 contracts shall be completed within the past 12 months or at final stage; and | |
| | (6) These 2 contracts shall be direct contract, which was signed between the applicant and the employer of the concerned project; and | (6) These 2 contracts shall be direct contract, which was signed between the applicant and the employer of the concerned project; and | |
| | (7) All statutory forms such as the Work Completion Certificate (i.e. Form WR1) shall be issued under the name of the applicant; and | (7) All statutory forms such as the Work Completion Certificate (i.e. Form WR1) shall be issued under the name of the applicant; and | |
| | (8) The applicant shall be able to arrange joint site inspections for the government's examination of the quality and workmanship of the submitted job reference within normal office hours; and | (8) The applicant shall be able to arrange joint site inspections for the government's examination of the quality and workmanship of the submitted job reference within normal office hours; and | |

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Appendix 3C Page 49 of 249

| Group I | | Group II | | Group III |
|-------------|-----|---|------|---|
| | | e scope of work for each of these 2 contracts must fill all of the following requirements: | (9) | The scope of work for each of these 2 contracts must fulfill all of the following requirements: |
| | (a) | Contract value of the work related to the category under application for inclusion exceeds 50% Group II tender limit; and | | (a) Contract value of the work related to the category under application for inclusion exceeds 180% of Group II tender limit; and |
| | (b) | The main incoming switchgear shall have rating of not less than 800A; and | | (b) The main incoming switchgear shall have rating of not less than 2500A or 1500 kVA; and |
| | (c) | The contract shall cover the entire electrical installation from the main incoming switchgear to the final circuits. | | (c) The contract shall cover the entire electrical installation from the main incoming switchgear to the final circuits, comprising co-ordination with building contracts and their building. |
| | unl | ocontract will not be considered as valid job reference ess it can satisfy all of the following requirements, in lition to all the above stated requirements: | | with building contractor and other building services / electrical and mechanical contractors; and |
| | (a) | • | | (d) The contract shall be of a completely new building construction or a whole building refurbishment; and |
| | (b) | | | (e) At least one of these 2 contracts shall not be work for residential development or engineering plant building. |
| | (c) | | (10) | Subcontract will not be considered as valid job reference unless it can satisfy all of the following requirements, in addition to all the above stated requirements: |
| | (d) | | | (a) The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and |
| | (e) | The applicant must present documentary evidence to prove the above requirements are met and such evidence must be substantiated by | | (b) The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and |
| | | the main contractor including a letter, which must be signed by the main contractor's authorized signatory to confirm that the applicant has met the above requirements in the subcontract; and | | (c) The subcontract shall be signed between the applicant and the main contractor which is the company awarded with the direct contract by the employer of the concerned project; and |
| | (f) | Notwithstanding the above, the Managing Department may seek references on the | | (d) The aforementioned main contractor shall not be the electrical installation contractor for the project work; and |
| Appendix 3C | | | | Page 50 of 249 |

刪除: 234

刪除: 249

Appendix 3C

| applicant's technical and managerial capabilities from the employer, the relevant parties of the concerned project and other sources or confirmation on the authenticity of the proof parties of the concerned project. The applicant must present documentary evidence to prove the above requirements are provided by the main contractor's authorized signatory to confirm that the applicant has met the above requirements in the subcontract; and (f). Notwithstanding the above, the Managing Department may seek references on the concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant from the relevant parties of the concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant from the relevant parties of the concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant from the relevant parties of the concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant from the relevant parties of the concerned project. 2. Registration with relevant authorities in Hong Kong (such as Quality Management System Certification, Building Authority etc.) Same requirements as stipulated for "Direct Entry" 2. Registration with relevant authorities in Hong Kong (such as Quality Management System Certification, Building Authority etc.) Satutory Registration The applicant shall be a Registered Electrical Contractor registered under Electricity Ordinance. Cap. 406 and have full time technical staff (meeting the relevant standard) where the properties of the concerned project. Outliny Management System Certification Quality Management System Certificates bearing the accreditation Such effects of the concerned project. Outliny Management System Certificates bearing the accreditation and office accreditation Socies which are considered as having an equivalent standard by the accreditation on bodies which are considered as having an equiva | Group I | Group II | Group III |
|--|---------|--|--|
| (such as Quality Management System Certification, Building Authority etc.) Same requirements as stipulated for "Direct Entry" Statutory Registration The applicant shall be a Registered Electrical Contractor registered under Electricity Ordinance, Cap. 406 and have full time technical staff (meeting the relevant statutory registration requirement) of number not less than that described in the Section "Technical Staff". Ouality Management System Certification Quality Management System Certification Quality Management System Certification Body Accreditation Scheme (HKCAS) operated by the Hong Kong Accreditation Service (HKAS); i.e. bearing the HKCAS Accreditation Mark, and Quality Management System certificates bearing the accreditation mark of other accreditation bodies which are considered as having an equivalent standard by the Environment, Transport and Works Bureau. The scope of certification shall be relevant to the contractor list being applied for, e.g. "supply, installation and | | concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant from the relevant | evidence to prove the above requirements are met and such evidence must be substantiated by the main contractor including a letter, which must be signed by the main contractor's authorized signatory to confirm that the applicant has met the above requirements in the subcontract; and (f) Notwithstanding the above, the Managing Department may seek references on the applicant's technical and managerial capabilities from the employer, the relevant parties of the concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant from the relevant |
| The applicant shall be a Registered Electrical Contractor registered under Electricity Ordinance, Cap. 406 and have full time technical staff (meeting the relevant statutory registration requirement) of number not less than that described in the Section "Technical Staff". Quality Management System Certification Quality Management System Certification Body Accreditation Scheme (HKCAS) operated by the Hong Kong Accreditation Scheme (HKCAS); i.e. bearing the HKCAS Accreditation Mark, and Quality Management System certificates bearing the accreditation mark of other accreditation bodies which are considered as having an equivalent standard by the Environment, Transport and Works Bureau. The scope of certification shall be relevant to the contractor list being applied for, e.g. "supply, installation and | | (such as Quality Management System Certification, | (such as Quality Management System Certification, |
| registered under Electricity Ordinance, Cap. 406 and have full time technical staff (meeting the relevant statutory registration requirement) of number not less than that described in the Section "Technical Staff". Quality Management System Certification Quality Management System certificates issued under the rules of the Hong Kong Certification Body Accreditation Scheme (HKCAS) operated by the Hong Kong Accreditation Service (HKAS); i.e. bearing the HKCAS Accreditation Mark, and Quality Management System certificates bearing the accreditation mark of other accreditation bodies which are considered as having an equivalent standard by the Environment, Transport and Works Bureau. The scope of certification shall be relevant to the contractor list being applied for, e.g. "supply, installation and | | Same requirements as stipulated for "Direct Entry" | Statutory Registration |
| Quality Management System certificates issued under the rules of the Hong Kong Certification Body Accreditation Scheme (HKCAS) operated by the Hong Kong Accreditation Service (HKAS); i.e. bearing the HKCAS Accreditation Mark, and Quality Management System certificates bearing the accreditation mark of other accreditation bodies which are considered as having an equivalent standard by the Environment, Transport and Works Bureau. The scope of certification shall be relevant to the contractor list being applied for, e.g. "supply, installation and | | | registered under Electricity Ordinance, Cap. 406 and have full time technical staff (meeting the relevant statutory registration requirement) of number not less than that described in the |
| rules of the Hong Kong Certification Body Accreditation Scheme (HKCAS) operated by the Hong Kong Accreditation Service (HKCAS); i.e. bearing the HKCAS Accreditation Mark, and Quality Management System certificates bearing the accreditation mark of other accreditation bodies which are considered as having an equivalent standard by the Environment, Transport and Works Bureau. The scope of certification shall be relevant to the contractor list being applied for, e.g. "supply, installation and | | | Quality Management System Certification |
| list being applied for, e.g. "supply, installation and | | | rules of the Hong Kong Certification Body Accreditation Scheme (HKCAS) operated by the Hong Kong Accreditation Service (HKAS); i.e. bearing the HKCAS Accreditation Mark, and Quality Management System certificates bearing the accreditation mark of other accreditation bodies which are considered as having an equivalent standard by the |
| | | | list being applied for, e.g. "supply, installation and |

Page 51 of <u>249</u>

刪除: 234 刪除: 249 刪除: 250

| | Minimum Technical & Management Criteria for Admi- | ssion, Confirmation and Promotion of Contractors for the Specialist List |
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| Group I | Group II | Group III |
|---------|--|--|
| | | If the scope of certification does not include "maintenance", the manual shall have relevant sections for maintenance work that shall include not only post contract service but also service for separate maintenance contract. |
| | 3. Technical Staff (See Annex 1 for definition of Staff Qualification) | 3. Technical Staff (See Annex 1 for definition of Staff Qualification) |
| | Same requirements as stipulated for "Direct Entry" | Qualified Engineer |
| | | Employ at least 1 no. qualified engineer (Electrical or Building Services discipline) with adequate and relevant project management experience |
| | | Technical Support Staff |
| | | Employ adequate nos. of technicians, site supervisors and draftsmen with adequate and relevant academic qualification and working experience. |
| | | Technician 2 nos. Site supervisor 4 nos. Draftsman 2 nos. |
| | | <u>Craftsman</u> Employ adequate nos. of draftsmen in the following trades: |
| | | (A)Electrician Minimum score required Qualified Electrician Intermediate Electrician Ordinary Electrician 80 marks 20 marks 15 marks 8 marks |

刪除: 234

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Appendix 3C

| Group I | Group II | Group III |
|-----------------|--|---|
| | | Statutory Registration |
| | | The applicant shall have staff meeting the following statutory registration requirements: |
| | | Registered Electrical Worker (REW) registered under Electricity Ordinance, Cap. 406. Grade C0 − 1 no. (minimum) Registered Electrical Worker (REW) registered under Electricity Ordinance, Cap. 406. Grade C2 − 2 nos. (minimum) Registered Electrical Worker (REW) registered under Electricity Ordinance, Cap. 406. Grade A2 − 5 nos. (minimum) |
| | | The REW can be the Qualified Engineer, Technical Support Staff or Craftsman |
| | 4. Plant and Equipment**(See Remarks on the end page of this Appendix) | 4. Plant and Equipment**(See Remarks on the end page of this Appendix) |
| | Same requirements as stipulated for "Direct Entry" Adequate modern drafting and computing facilities; 2 nos. CAD terminals. | |
| | | Adequate nos. of calibrated testing instruments and equipment/tools for carrying out installation, operation, maintenance and testing/commissioning services; valid calibration certificates for testing instruments shall be available. Refer Annex 9 for list of typical equipment/tools and testing instruments required. |
| | 5. Office/Workshop Facilities | 5. Office/Workshop Facilities |
| | Same requirements as stipulated for "Direct Entry" | Local office/workshop in Hong Kong SAR is required. Reasonably sized, suitably furnished office and workshop/storage areas. In general, the minimum office area shall be 100 m² and the minimum workshop + storage area shall be 25 m². Documentary evidence (e.g. purchase/lease agreement) to prove right of use shall be produced. |
| B. Confirmation | B. Confirmation | B. Confirmation |
| Not Applicable | (1) The applicant has satisfactorily completed, within the past 12 months, at least one public works contract let by a Works Department; and | (1) The applicant has satisfactorily completed, within the past 12 months, at least one public works contract let by a Works Department; and |
| Appendix 3C | | Page 53 of <u>249</u> |

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| (2) | | |
|-------------|---|---|
| | This contract shall be direct contract, which was signed between the applicant and the employer of the concerned project; and | (2) This contract shall be direct contract, which was signed between the applicant and the employer of the concerned project; and |
| (3) | All statutory forms such as the Work Completion Certificate (i.e. Form WR1) shall be issued under the name of the applicant; and | (3) All statutory forms such as the Work Completion Certificate (i.e. Form WR1) shall be issued under the name of the applicant; and |
| (4) | The scope of work for this contract must fulfill all the following requirements: | (4) The scope of work for this contract must fulfill all the following requirements: |
| | (a) Contract value of the work related to the category under application for confirmation exceeds Group I tender limit; and | (a) Contract value of the work related to the category under application for confirmation exceeds Group II tender limit; and |
| | (b) The main incoming switchgear shall have rating of not less than 800A; and | (b) The main incoming switchgear shall have rating of not less than 2500A or 1500 kVA; and |
| | (c) The contract shall cover the entire electrical installation from the main incoming switchgear to the final circuits, comprising co-ordination with building contractor and other building services / electrical and mechanical contractors; and | (c) The contract shall cover the entire electrical installation from the main incoming switchgear to the final circuits, comprising co-ordination with building contractor and other building services / electrical and mechanical contractors; and |
| | (d) The contract shall be of a completely new building construction or a whole building refurbishment; and | (d) The contract shall be of a completely new building construction or a whole building refurbishment; and |
| | (e) If the contract is a term contract, all of the above requirements 4 (a) to 4 (d) shall be fulfilled in one works order. | (e) The contract shall not be work for residential development or engineering plant building; and |
| (5) | Subcontract will not be considered as valid job reference unless it can satisfy all of the following requirements, in addition to all the above stated | (f) If the contract is a term contract, all of the above requirements 4 (a) to 4 (e) shall be fulfilled in one works order. |
| | requirements: (a) The subcontract shall include all the relevant | (5) Subcontract will not be considered as valid job reference unless it can satisfy all of the following requirements, in addition to all the above stated requirements: |
| | work as described under the "Brief Scope of Category" covered in the main contract; and | (a) The subcontract shall include all the relevant work as described under the "Brief Scope of |
| | (b) The applicant shall have undertaken the full scope of work covered in the subcontract, solely | Category" covered in the main contract; and (b) The applicant shall have undertaken the full |
| | and fully, including contract management; and (c) The subcontract shall be signed between the | scope of work covered in the subcontract, solely and fully, including contract management; and |
| Appendix 3C | (c) The subcontract shall be signed between the | Page 54 of 249 |

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| Group I | Group II | Group III |
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| | applicant and the main contractor which is the company awarded with the direct contract by the employer of the concerned project; and (d) The aforementioned main contractor shall not be the electrical installation contractor for the project work. | (c) The subcontract shall be signed between the applicant and the main contractor which is the company awarded with the direct contract by the employer of the concerned project; and (d) The aforementioned main contractor shall not be the electrical installation contractor for the project work. |
| C. Direct Entry | C. Direct Entry | C. Direct Entry |
| 1. Job Experience | 1. Job Experience | Not Applicable |
| General | <u>General</u> | |
| (1) The applicant shall have adequate experience in the type and size of work of the category, with satisfactory quality of work compatible with Government standard; and | (1) The applicant shall have adequate experience in the type and size of work of the category, with satisfactory quality of work compatible with Government standard; and | |
| (2) The applicant shall have adequate experience in contract management of work of the category, solely and fully, including coordination with building contractor and other building services / electrical and mechanical contractors; and | (2) The applicant shall have adequate experience in contract management of work of the category, solely and fully, including coordination with building contractor and other building services / electrical and mechanical contractors; and | |
| (3) For job experience outside the HKSAR, evidences as stipulated under para. 2.4.5 of the CMH must also be produced to the satisfaction of the Secretary for the Environment, Transport and Works; otherwise, it will not be considered as a valid job reference. | (3) For job experience outside the HKSAR, evidences as stipulated under para. 2.4.5 of the CMH must also be produced to the satisfaction of the Secretary for the Environment, Transport and Works; otherwise, it will not be considered as a valid job reference. | |
| Job Reference for Inspection (In addition to the above, every job submitted by the applicant shall fulfill all requirements set out below; otherwise, it will not be considered as a valid job reference) | Job Reference for Inspection (In addition to the above, every job submitted by the applicant shall fulfill all requirements set out below; otherwise, it will not be considered as a valid job reference) | |
| (4) The applicant shall submit at least 2 contracts, which were completed within the past 3 years for site inspection; and | (4) The applicant shall submit at least 2 contracts, which were completed within the past 3 years for site inspection; and | |
| (5) At least one of the above 2 contracts shall be completed within the past 12 months or at final stage; and | (5) At least one of the above 2 contracts shall be completed within the past 12 months or at final stage; and | |
| (6) These 2 contracts shall be direct contract, which was signed between the applicant and the employer of the | (6) These 2 contracts shall be direct contract, which was signed between the applicant and the employer of the | |

Appendix 3C Page 55 of <u>249</u>

| | Group I | Group II | Group III |
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| | concerned project; and | concerned project; and | |
| (7) | All statutory forms such as the Work Completion Certificate (i.e. Form WR1) shall be issued under the name of the applicant; and | (7) All statutory forms such as the Work Completion Certificate (i.e. Form WR1) shall be issued under the name of the applicant; and | |
| (8) | The applicant shall be able to arrange joint site inspections for the government's examination of the quality and workmanship of the submitted job reference within normal office hours; and | (8) The applicant shall be able to arrange joint site inspections for the government's examination of the quality and workmanship of the submitted job reference within normal office hours; and | |
| (9) | The scope of work for each of these 2 contracts must fulfill all the following requirements: | (9) The scope of work for each of these 2 contracts must fulfill all the following requirements: | |
| | (a) Contract value of the work related to the category under application for inclusion exceeds 50% Group I tender limit; and | (a) Contract value of the work related to the category under application for inclusion exceeds 50% Group II tender limit; and | |
| | (b) The main incoming switchgear shall have rating of not less than 400A. | (b) The main incoming switchgear shall have rating of not less than 800A; and | |
| (10) | Subcontract will not be considered as valid job reference unless it can satisfy all of the following requirements, in addition to all the above stated requirements: | (c) The contract shall cover the entire electrical installation from the main incoming switchgear to the final circuits, comprising co-ordination with building contractor and other building | |
| | (a) The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and | services / electrical and mechanical contractors; and | |
| | (b) The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and | (d) The contract shall be of a completely new building construction or a whole building refurbishment. | |
| | (c) The subcontract shall be signed between the applicant and the main contractor which is the company awarded with the direct contract by the employer of the concerned project; and | (10) Subcontract will not be considered as valid job reference unless it can satisfy all of the following requirements, in addition to all the above stated requirements: | |
| | (d) The aforementioned main contractor shall not be the electrical installation contractor for the project work; and | (a) The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and | |
| | (e) The applicant must present documentary evidence to prove the above requirements are met and such evidence must be substantiated by the main | (b) The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and | |
| | contractor including a letter, which must be signed by the main contractor's authorized signatory to | (c) The subcontract shall be signed between the applicant and the main contractor which is the | |

Appendix 3C Page 56 of 249

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| confirm that the applicant has met the above requirements in the subcontract; and (f) Notwithstanding the above, the Managing Department may seek references on the applicant's technical and managerial capabilities from the confirmation on the authenticity of the proof provided by the applicant from the relevant parties of the concerned project are defined by the applicant from the relevant parties of the concerned project. (g) The aforementioned main contractor shall not be the electrical installation contractor for the project work; and contract of the concerned project. (h) The aforementioned main contractor shall not be the electrical installation contractor for the project work; and the electrical installation contractor for the project work; and the electrical installation contractor for the project work; and the electrical installation contractor for the project work; and the electrical installation contractor for the project work; and the electrical installation contractor for the project work; and the electrical installation contractor for the project work; and the electrical installation contractor for the project work; and the electrical installation contractor for the project work; and the electrical installation contractor for the project work; and the electrical installation contractor for the project work; and the electrical installation contractor for the project work; and the electrical installation contractor for the project work; and the electrical installation contractor for the project work; and the electrical installation contractor for the project work; and the electrical installation contractor for the project work; and the electrical installation contractor for the project work; and the electrical installation contractor for the project work; and the electrical installation contractor for the main contractor for the mai | Group I | Group II | Group III |
|--|---|---|-----------|
| Department may seek references on the applicant's technical and managerial capabilities from the employer, the relevant parties of the concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant from the relevant parties of the concerned project. The applicant must present documentary evidence to prove the above requirements are met and such evidence must substantiated by the main contractor is authorized signatory to confirm that the applicant has met the above requirements in the subsontract; and (f) Notwithstanding the above, the Managing Department may seek references on the applicant's technical and managerial capabilities from the employer, the relevant parties of the concerned project. 2. Registration with relevant authorities in Hong Kong (such as Quality Management System Certification, Building Authority etc.) Statutory Registration The applicant shall be a Registered Electrical Contractor registered under Electricity Ordinance, Cap. 406 and have full time technical staff (meeting the relevant statutory registration requirement) of number not less than that described in the Section "Technical Staff". 3. Technical Staff (See Annex 1 for definition of Staff Qualification) Technical Staff (See Annex 1 for definition of Staff Qualification) Technical Support Staff Technical Support Staff Technical Support Staff Technical Support Staff | confirm that the applicant has met the above requirements in the subcontract; and | | |
| Department may seek references on the applicant's technical and managerial capabilities from the employer, the relevant parties of the concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant from the relevant parties of the concerned project. 2. Registration with relevant authorities in Hong Kong (such as Quality Management System Certification, Building Authority etc.) Statutory Registration The applicant shall be a Registered Electrical Contractor registered under Electricity Ordinance, Cap. 406 and have full time technical staff (meeting the relevant statutory registration requirement) of number not less than that described in the Section "Technical Staff". 3. Technical Staff (See Annex 1 for definition of Staff Qualification) Technical Support Staff | Department may seek references on the applicant's technical and managerial capabilities from the employer, the relevant parties of the concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant from the relevant parties | the electrical installation contractor for the project work; and (e) The applicant must present documentary evidence to prove the above requirements are met and such evidence must be substantiated by the main contractor including a letter, which must be signed by the main contractor's authorized signatory to confirm that the applicant has met | |
| (such as Quality Management System Certification, Building Authority etc.) Statutory Registration The applicant shall be a Registered Electrical Contractor registered under Electricity Ordinance, Cap. 406 and have full time technical staff (meeting the relevant statutory registration requirement) of number not less than that described in the Section "Technical Staff". 3. Technical Staff (See Annex 1 for definition of Staff Qualification) Technical Support Staff (such as Quality Management System Certification, Building Authority etc.) Statutory Registration The applicant shall be a Registered Electrical Contractor registered under Electricity Ordinance, Cap. 406 and have full time technical staff (meeting the relevant statutory registration requirement) of number not less than that described in the Section "Technical Staff". 3. Technical Staff (See Annex 1 for definition of Staff Qualification) Technical Support Staff Technical Support Staff Technical Support Staff | | Department may seek references on the applicant's technical and managerial capabilities from the employer, the relevant parties of the concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant from the relevant | |
| The applicant shall be a Registered Electrical Contractor registered under Electricity Ordinance, Cap. 406 and have full time technical staff (meeting the relevant statutory registration requirement) of number not less than that described in the Section "Technical Staff". The applicant shall be a Registered Electrical Contractor registered under Electricity Ordinance, Cap. 406 and have full time technical staff (meeting the relevant statutory registration requirement) of number not less than that described in the Section "Technical Staff". Technical Staff (See Annex 1 for definition of Staff Qualification) Technical Support Staff Technical Support Staff Technical Support Staff | (such as Quality Management System Certification, | (such as Quality Management System Certification, | |
| registered under Electricity Ordinance, Cap. 406 and have full time technical staff (meeting the relevant statutory registration requirement) of number not less than that described in the Section "Technical Staff". 3. Technical Staff (See Annex 1 for definition of Staff Qualification) Technical Support Staff | Statutory Registration | Statutory Registration | |
| Qualification) Qualification) Technical Support Staff Technical Support Staff | registered under Electricity Ordinance, Cap. 406 and have full time technical staff (meeting the relevant statutory registration requirement) of number not less than that described in the | registered under Electricity Ordinance, Cap. 406 and have full time technical staff (meeting the relevant statutory registration requirement) of number not less than that described in the | |
| | | | |
| Employ adequate nos, of technicians, site supervisors and Employ adequate nos, of technicians, site supervisors and | Technical Support Staff | Technical Support Staff | |
| draftsmen with adequate and relevant academic qualification and working experience. Apply the qualification draftsmen with adequate and relevant academic qualification and working experience. | Employ adequate nos. of technicians, site supervisors and draftsmen with adequate and relevant academic qualification and working experience. | Employ adequate nos. of technicians, site supervisors and draftsmen with adequate and relevant academic qualification and working experience. | |

Appendix 3C Page 57 of <u>249</u>

Appendix 3C

| Group | I | Group I | I | Group III | |
|--|--|--|--------------------------------------|-----------------------|------------------------------|
| Technician | 1 no. | Technician | 2 nos. | | |
| Site supervisor | 1 no. | Site supervisor | 2 nos. | | |
| Draftsman | 1 no. | Draftsman | 1 no. | | |
| Craftsman | | Craftsman | | | |
| Employ adequate nos. of craftsmen | n in the following trades: | Employ adequate nos. of craftsmen | in the following trades: | | |
| (1) 71 | | (1) | | | |
| (A) Electrician Minimum score required | 20 marks | (A) Electrician Minimum score required | 40 marks | | |
| Qualified Electrician | 20 marks | Qualified Electrician | 20 marks | | |
| Intermediate Electrician | 15 marks | Intermediate Electrician | 15 marks | | |
| Ordinary Electrician | 8 marks | Ordinary Electrician | 8 marks | | |
| | G 11111115 | | O 11411110 | | |
| Statutory Registration | | Statutory Registration | | | |
| The applicant shall have staff mee | eting the following statutory | The applicant shall have staff meet | ing the following statutory | | |
| registration requirements: | | registration requirements: | | | |
| ♦ Registered Electrical Worker | | ♦ Registered Electrical Worker | | | |
| Electricity Ordinance, Cap. 4 | 406. Grade B0 – 1 no. | Electricity Ordinance, Cap. | 406. Grade B0 − 1 no. | | |
| (minimum) | | (minimum) | (DTW) | | |
| | | ♦ Registered Electrical Worker | er (REW) registered under | | |
| | | Electricity Ordinance, Cap. (minimum) | 406. Grade B2 – 1 no. | | |
| | | ♦ Registered Electrical Worker | or (PEW) registered under | | |
| | | Electricity Ordinance, Cap. | | | |
| | | (minimum) | | | |
| | | | | | |
| The REW can be the Technical Su | unnort Staff or Craftsman | The REW can be the Technical Sup | most Staff or Craftsman | | |
| The REW can be the Technical Su | ipport Starr of Craftsman | The REW can be the Technical Sup | oport Staff of Craftsman | | |
| | | | | | |
| 4. Plant and Equipment **(See Rema | arks on the end page of this Appendix) | 4. Plant and Equipment **(See Remar | ks on the end page of this Appendix) | | 刪除: See Note in Page No. 234 |
| | | | | | 删除: See Note in Page No. 234 |
| Adequate modern drafting and cor | mputing facilities; minimum | Adequate modern drafting and com | nputing facilities; minimum | | <u>C</u> |
| 1 no. CAD terminal. | | 1 no. CAD terminal. | | | |
| Adequate nos. of calibrated testing | g instruments and equipment/ | Adequate nos. of calibrated testing | instruments and | | |
| tools for carrying out installation, | operation, maintenance and | equipment/ tools for carrying out in | stallation, operation, | | |
| testing/ commissioning services; v | valid calibration certificates | maintenance and testing/commissi | oning services; valid | | |
| for testing instruments shall be ava | | calibration certificates for testing in | nstruments shall be | | |
| for list of typical equipment/tools | and testing instruments | available. Refer to Annex 9 for li | | | (|
| required. | | equipment/tools and testing instrun | nems required. | | 刪除: 234 |
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| | | | | | |
| Appendix 3C | | | | Page 58 of <u>249</u> | " - |

Appendix 3C

| Group I | Group II | Group III |
|---|---|-----------|
| 5. Office/Workshop Facilities | 5. Office/Workshop Facilities | |
| Local office/workshop in Hong Kong SAR is required. Reasonably sized, suitably furnished office and workshop/ storage areas. In general, the minimum office area shall be 40 m² and the minimum workshop + storage area shall be 10 m². Documentary evidence (e.g. purchase/lease agreement) to prove right of use shall be produced. | Local office/workshop in Hong Kong SAR is required. Reasonably sized, suitably furnished office and workshop/ storage areas. In general, the minimum office area shall be 60 m² and the minimum workshop + storage area shall be 15 m². Documentary evidence (e.g. purchase/lease agreement) to prove right of use shall be produced. | |

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| Managing Department: | Architectural Services Department |
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Works Category: Electronic Timing and Display Installation Specialist Contractor

Brief Scope of Category:

The scope of work in this category covers the supply, installation and maintenance of electronic scoreboard, electronic timing system, time and temperature display system, electronic message system etc. at different venues.

Definition of Probationary Status[#] (Para. 3.5.3 is not applicable for this category)

Eligible for the award of a maximum of two contracts/subcontracts provided that the total value of works in this category does not exceed \$3.4 million

* See Remarks (1) on the end page of this Appendix,

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Page 234 of this Appendix

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| A. Entry on Probation | | B. Confirmation | | C. Direct Entry | |
|--|--------------|--|---|--------------------|--|
| 1. Job Experience | (1) | The applicant has satisfactor | orily completed, within the | 1. Job Experience | |
| <u>General</u> | | past 12 months, at least one public works contract let by a Works Department; and | | <u>General</u> | |
| (1) The applicant shall have adequate experience in type and size of work of the category, with satisfication quality of work compatible with Government stand | sfactory (2) | | t contract, which was signed | t | The applicant shall have adequate experience in the type and size of work of the category, with satisfactory quality of work compatible with Government standard; and |
| (2) The applicant shall have adequate experience in contract management of work of the category, s and fully, including coordination with building contractor and other building services / electric mechanical contractors; and | solely | The scope of work for this following requirements: (a) Contract value of the category under apple exceeds \$0.2M; and | e work related to the ication for confirmation | 2 2 | The applicant shall have adequate experience in contract management of work of the category, solely and fully, including coordination with building contractor and other building services / electrical and mechanical contractors; and |
| (3) For job experience outside the HKSAR, eviden stipulated under para. 2.4.5 of the CMH must a produced to the satisfaction of the Secretary for Environment, Transport and Works; otherwise, not be considered as a valid job reference. | lso be | described in the "Br (c) If the contract is a terequirements 3 (a) a | over the nature of works as ief Scope of Category"; and erm contract, all of the above nd 3 (b) shall be fulfilled in | s I I | For job experience outside the HKSAR, evidences as stipulated under para. 2.4.5 of the CMH must also be produced to the satisfaction of the Secretary for the Environment, Transport and Works; otherwise, it will not be considered as a valid job reference. |
| Job Reference for Inspection (In addition to the above job submitted by the applicant shall fulfill all requires set out below; otherwise, it will not be considered as job reference) | ments | one works order. Subcontract will not be conreference unless it can satis requirements, in addition to | fy all of the following | job sub set out | eference for Inspection (In addition to the above, every omitted by the applicant shall fulfill all requirements below; otherwise, it will not be considered as a valid ference) |
| (4) The applicant shall submit at least 2 contracts, were completed within the past 3 years for site inspection; and | which | requirements: (a) The subcontract sha | ll include all the relevant nder the "Brief Scope of | , | The applicant shall submit at least 2 contracts, which were completed within the past 3 years for site inspection; and |
| (5) At least one of the above 2 contracts shall be completed within the past 12 months or at final and | stage; | (b) The applicant shall l | n the main contract; and have undertaken the full | (| At least one of the above 2 contracts shall be completed within the past 12 months or at final stage. |
| (6) These 2 contracts shall be direct contract, which signed between the applicant and the employer concerned project; and | | and fully, including (c) The party by which | red in the subcontract, solely contract management; and the applicant is awarded | s | These 2 contracts shall be direct contract, which was signed between the applicant and the employer of the concerned project; and |
| (7) The applicant shall be able to arrange joint site inspections for the government's examination of quality and workmanship of the submitted job reference within normal office hours; and | | contractor, which is the direct contract b concerned project, a | p to and including the main the company awarded with y the employer of the ll shall not be the electronic | i C r | The applicant shall be able to arrange joint site inspections for the government's examination of the quality and workmanship of the submitted job reference within normal office hours; and |
| (8) The scope of work for each of these 2 contracts fulfill all of the following requirements: | must | timing and display I project work. | nstallation contractor for the | f | The scope of work for each of these 2 contracts must fulfill all of the following requirements: (a) Contract value of the work related to the |
| (a) Contract value of the work related to the | | | | (| (a) Contract value of the work related to the category under application for inclusion exceeds |

Appendix 3C Page 61 of 249

| A. Entry on Probation | B. Confirmation | | C. Direct Entry |
|---|-----------------|-----|---|
| category under application for inclusion exceeds \$0.2M; and | | | \$0.5M; and |
| (b) The contract shall cover the nature of works as described in the "Brief Scope of Category". | | (0) | (b) The contract shall cover the nature of works as described in the "Brief Scope of Category". |
| Subcontract will not be considered as valid job reference unless it can satisfy all of the following requirements, in addition to all the above stated requirements: | | (9) | Subcontract will not be considered as valid job reference unless it can satisfy all of the following requirements, in addition to all the above stated requirements: |
| (a) The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and | | | (a) The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and |
| (b) The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and | | | (b) The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and |
| (c) The party by which the applicant is awarded with the subcontract, and the upstream contracting parties up to and including the main contractor, which is the company awarded with the direct contract by the employer of the concerned project, all shall not be the electronic timing and display installation contractor for the project work; and | | | (c) The party by which the applicant is awarded with the subcontract, and the upstream contracting parties up to and including the main contractor, which is the company awarded with the direct contract by the employer of the concerned project, all shall not be the electronic timing and display installation contractor for the project work; and |
| (d) The applicant must present documentary evidence to prove the above requirements are met and such evidence must be substantiated by all the relevant upstream contracting parties as mentioned at (c) above including letters from them, which must be signed by their authorized signatories to confirm that the applicant has met the above requirements in the subcontract; and | | | (d) The applicant must present documentary evidence to prove the above requirements are met and such evidence must be substantiated by all the relevant upstream contracting parties as mentioned at (c) above including letters from them, which must be signed by their authorized signatories to confirm that the applicant has met the above requirements in the subcontract; and |
| (e) Notwithstanding the above, the Managing Department may seek references on the applicant's technical and managerial capabilities from the employer, the relevant parties of the concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant from the relevant parties of the concerned project. | | | (e) Notwithstanding the above, the Managing Department may seek references on the applicant's technical and managerial capabilities from the employer, the relevant parties of the concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant from the relevant parties of the concerned project. |

Appendix 3C Page 62 of <u>249</u>

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| A. Entry on Probation | B. Confirmation | C. Direct Entry |
|---|-----------------|---|
| 2. Technical Staff (See Annex 1 for definition of Staff Qualification) | | 2. Technical Staff (See Annex 1 for definition of Staff Qualification) |
| Technical Support Staff | | Technical Support Staff |
| Employ adequate nos. of technicians, site supervisors and draftsmen with adequate and relevant academic qualification and working experience. | | Employ adequate nos. of technicians, site supervisors and draftsmen with adequate and relevant academic qualification and working experience. |
| Technician 1 no. Site supervisor 1 no. Draftsman 1 no. | | Technician 1 no. Site supervisor 1 no. Draftsman 1 no. |
| Craftsman | | Craftsman |
| Employ adequate nos. of Electronics Craftsman Minimum score required 40 marks Qualified Electronics Craftsman 20 marks Ordinary Electronics Craftsman 10 marks | | Employ adequate nos. of Electronics Craftsman Minimum score required Qualified Electronics Craftsman Ordinary Electronics Craftsman 10 marks |
| 3. Plant and Equipment **(See Remarks on the end page of this Appendix) | | 3. Plant and Equipment **(See Remarks on the end page of this Appendix) |
| Adequate modern drafting and computing facilities; minimum 1 no. CAD terminal. Adequate nos. of calibrated testing instruments and equipment/tools for carrying out installation, operation, maintenance and testing/commissioning services; valid calibration certificates for testing instruments shall be available. Refer Annex 10 for list of typical equipment/tools and testing instruments required. | | Adequate modern drafting and computing facilities; minimum 1 no. CAD terminal. Adequate nos. of calibrated testing instruments and equipment/tools for carrying out installation, operation, maintenance and testing/commissioning services; valid calibration certificates for testing instruments shall be available. Refer Annex 10 for list of typical equipment/tools and testing instruments required. |
| 4. Office/Workshop Facilities | | 4. Office/Workshop Facilities |
| Local office/workshop in Hong Kong SAR is required. Reasonably sized, suitably furnished office and workshop/storage areas. In general, the minimum office area shall be 40 m² and the minimum workshop + storage area shall be 25 m². Documentary evidence (e.g. purchase/lease agreement) to prove right of use shall be produced. | | Local office/workshop in Hong Kong SAR is required. Reasonably sized, suitably furnished office and workshop/storage areas. In general, the minimum office area shall be 40 m² and the minimum workshop + storage area shall be 25 m². Documentary evidence (e.g. purchase/lease agreement) to prove right of use shall be produced. |
| 5. Others | | 5. Others |
| Authorized Agency | | Authorized Agency |
| Appendix 3C | | Page 63 of <u>249</u> |

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Revision B-10 dated 26 March 2013

| Minimum Technical & Management Criteria for Admission, Confirmation and Promotion of Contractors for the Specialist List | Appendix 3C |
|--|-------------|
|--|-------------|

| A. Entry on Probation | B. Confirmation | C. Direct Entry |
|---|-----------------|---|
| Preferably be an authorized agent in HKSAR for essential equipment. Documentary evidence such as | | Preferably be an authorized agent in HKSAR for essential equipment. Documentary evidence such as |
| authorized agency agreements shall be available. | | authorized agency agreements shall be available. |
| Support from Principal Technical support from principal(s) of relevant agency is desirable. Applicant to demonstrate scope and extent (such as design, backup on installation / maintenance etc.) of support. | | Support from Principal Technical support from principal(s) of relevant agency is desirable. Applicant to demonstrate scope and extent (such as design, backup on installation / maintenance etc.) of support. |

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| Managing Department: | Water Supplies Department | |
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|-----------------------------|---------------------------|--|

Works Category : Fabrication of Steel Pipe Specials Specialist Contractor

Brief Scope of Category:

The scope of work in this category covers fabrication of mild steel pipe specials of a size up to that shown below with protective coatings as specified in **Annex 11** for large waterworks projects:-

- a. 1200 mm dia. x 1200 mm dia. x 45° branch
- b. 1200 mm dia. x 2000 mm length
- c. 1200 mm dia. x 1000 mm taper
- d. 1200 mm dia. blank flange

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Appendix 3C

Direct Entry

1. Job Experience

The contractor should possess at least 5 years experience in the fabrication of steel pipe specials for large Waterworks projects including provision of their internal and external protections. The contractor must provide supporting documents to show that steel pipe specials meeting WSD's requirements have been manufactured in his previous projects.

2. Registration with relevant authorities in Hong Kong (such as Quality Management System Certification, Building Authority etc.)

Not Applicable

3. Top Management *(See Remarks on the end page of this Appendix)

One of the managers should possess minimum qualification of a Higher Certificate in Mechanical/Production Engineering, or equivalent with at least 5 years relevant experience.

4. Technical Staff

A minimum of 2 principal technical persons and 10 skilful workers for carrying out the fabrication work. At least one of the technical persons should possess minimum qualification of a Higher Certificate in Mechanical/Production Engineering or equivalent and with at least 5 years relevant experience.

5. Plant and Equipment **(See Remarks on the end page of this Appendix)

Not Applicable

6. Office/Workshop Facilities

The contractor should have a workshop in Hong Kong equipped with sufficient and well maintained machinery, equipment, tools and lifting facilities for fabricating, testing and handling steel pipe specials up to 1200mm in diameter. The contractor should allow inspection of all workshop facilities by Government representatives.

7. Training Facilities

Not Applicable

8. Others

The contractor should provide full details of his previous fabrication work to demonstrate his experience and capability.

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See Note in Page No. 234

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| aging Department : | Water Supplies Department | _ |
|---|---|--|
| Vorks Category : | Fabrication of Unfired Pressure Vessels | Specialist Contractor |
| rief Scope of Categor | | |
| he scope of work in the essels and associated f | is category covers design, supply, manufacture, inspection & testing ittings. | g, painting and delivery to the site of steel unfired pressure |
| | | |
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| Minimum Technical & Management Criteria for Admission | . Confirmation and Promotion of Contractors for the Spec | cialist List |
|---|--|--------------|
| | | |

Direct Entry

1. Job Experience

Possess at least 5 years experience in the fabrication of unfired pressure vessels for large Waterworks projects including provision of their internal and external protection. The contractor must provide supporting documents to show that unfired pressure vessels meeting WSD's requirements have been manufactured in his previous projects.

Registration with relevant authorities in Hong Kong (such as Quality Management System Certification, Building Authority etc.)

Not Applicable

刪除: NA

Top Management *(See Remarks on the end page of this Appendix)

One of the managers and principal technical staff should possess minimum qualification of Higher Certificate in Mechanical / Production Engineering or equivalent with at least 5 years relevant experience.

Technical Staff

Minimum of 2 qualified technical persons as well as sufficient skilful workers for carrying out the fabrication work. At least one of the qualified technical persons should possess minimum qualification of Higher Certificate in Mechanical/Production Engineering or equivalent with at least 5 years relevant experience.

5. Plant and Equipment **(See Remarks on the end page of this Appendix)

Not Applicable

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Office/Workshop Facilities

A workshop in Hong Kong equipped with sufficient and well maintained machinery, equipment, tools and lifting facilities for fabricating, testing and handling unfired pressure vessels up to 3500mm in diameter as detailed in the **Annex 12**. The contractor should allow inspection of all workshop facilities by Government representatives.

7. Training Facilities

Not Applicable

刪除: NA

8. Others

The contractor should provide full details of his previous fabrication work to demonstrate his experience and capability.

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Appendix 3C Page 68 of 249

刪除: See Note in Page No. 234

Managing Department: Architectural Services Department

Works Category: Fire Service Installation Specialist Contractor

Group I: Contracts/Subcontracts up to HK\$2.3M
Group II: Contracts/Subcontracts of unlimited value

Brief Scope of Category:

The scope of work in this category covers the supply, installation and maintenance of fire service installations comprising sprinkler system, FH/HR system, manual and automatic fire alarm system, etc. for building and amenity projects.

Definition of Probationary Status[#] (Para. 3.5.3 is not applicable for this category)

Probation to Group I : Eligible for the award of a maximum of two Group I contracts/subcontracts

Probation to Group II : Eligible for the award of any number of Group I contracts/subcontracts; and a maximum of two Group II

contracts/subcontracts provided that the total value of Group II works does not exceed \$8.2 million

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Not applicable for new application for admission. (Only applicable for existing Group I probationary contractor)

* See Remarks (1) on the end page of this Appendix,

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Page 234 of this Appendix

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Appendix 3C

Page 69 of 249

Appendix 3C

| Group I | Group II |
|-----------------------|--|
| A. Entry on Probation | A. Entry on Probation |
| Not Applicable | 1. Job Experience |
| | General |
| | (1) The applicant shall have adequate experience in the type and size of work of the category, with satisfactory quality of work compatible with Government standard; and |
| | (2) The applicant shall have adequate experience in contract management of work of the category, solely and fully, including coordination with building contractor and other building services / electrical and mechanical contractors; and |
| | (3) For job experience outside the HKSAR, evidences as stipulated under para. 2.4.5 of the CMH must also be produced to the satisfaction of the Secretary for the Environment, Transport and Works; otherwise, it will not be considered as a valid job reference. |
| | <u>Job Reference for Inspection</u> (In addition to the above, every job submitted by the applicant shall fulfill all requirements set out below; otherwise, it will not be considered as a valid job reference) |
| | (4) The applicant shall submit at least 2 contracts, which were completed within the past 3 years for site inspection; and |
| | (5) At least one of the above 2 contracts shall be completed within the past 12 months or at final stage; and |
| | (6) These 2 contracts shall be direct contract, which was signed between the applicant and the employer of the concerned project; and |
| | (7) All statutory forms such as Form FSI 314, Form FSI 501, Form FSI 251, etc. shall be issued under the name of the applicant; and |
| | (8) The applicant shall be able to arrange joint site inspections for the government's examination of the quality and workmanship of the submitted job reference within normal office hours; and |
| | (9) The scope of work for each of these 2 contracts must fulfill all of the following requirements: |
| | (a) Contract value of the work related to the category under application for inclusion exceeds 180% of Group I tender limit; and |
| | (b) The contract shall cover major scope of works as described in the "Brief Scope of Category"; and |
| | (c) The contract shall be of a completely new building construction project or a whole building refurbishment project. |

Appendix 3C Page 70 of <u>249</u>

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| | | of Contractors for the Specialist List |
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| | | |

| Group I | Group II |
|---------|---|
| | (10) Subcontract will not be considered as valid job reference unless it can satisfy all of the following requirements, in addition to all the above stated requirements: |
| | (a) The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and |
| | (b) The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and |
| | (c) The subcontract shall be signed between the applicant and the main contractor which is the company awarded with the direct contract by the employer of the concerned project; and |
| | (d) The aforementioned main contractor shall not be the fire service installation contractor for the project work; and |
| | (e) The applicant must present documentary evidence to prove the above requirements are met and such evidence must be substantiated by the main contractor including a letter, which must be signed by the main contractor's authorized signatory to confirm that the applicant has met the above requirements in the subcontract; and |
| | (f) Notwithstanding the above, the Managing Department may seek references on the applicant's technical and managerial capabilities from the employer, the relevant parties of the concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant from the relevant parties of the concerned project. |
| | 2. Registration with relevant authorities in Hong Kong (such as Quality Management System Certification, Building Authority etc.) |
| | Statutory Registration |
| | The applicant shall be |
| | Quality Management System Certification |
| | Quality Management System certificates issued under the rules of the Hong Kong Certification Body Accreditation Scheme (HKCAS) operated by the Hong Kong |

Appendix 3C Page 71 of <u>249</u>

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| Group I | Group II | |
|--|--|------------|
| | Accreditation Service (HKAS); i.e. bearing the HKCAS Accreditation Mark, and Qu | ality |
| | Management System certificates bearing the accreditation mark of other accreditation | n |
| | bodies which are considered as having an equivalent standard by the Environment, | |
| | Transport and Works Bureau. | |
| | The scope of certification shall be relevant to the contractor list being applied for, e.g | 5 . |
| | "supply, installation and maintenance of fire service installation". | ,- |
| | | |
| | If the scope of certification does not include "maintenance", the manual shall have | iaa |
| | relevant sections for maintenance work that shall include not only post contract servi but also service for separate maintenance contract. | ce |
| | but also service for separate maintenance contract. | |
| | 3. Technical Staff (See Annex 1 for definition of Staff Qualification) | |
| | Qualified Engineer | |
| | Employ at least 1 no. Qualified Engineer (Mechanical, Building Services or Electronical) | rical |
| | discipline) with adequate and relevant professional and project management experier | ice. |
| | Technical Support Staff | |
| | | |
| | Employ adequate nos. of technicians, site supervisors and draftsmen with adequate | and |
| | relevant academic qualification and working experience. | |
| | Technician 2 nos. | |
| | Site supervisor 4 nos. Draftsman 2 nos. | |
| | Diansman 2 nos. | |
| | Craftsman | |
| | | |
| | Employ adequate nos. of craftsman in the following trades | |
| | (A) Plumber/ FS Mechanic | |
| | Minimum score required 40 marks | , |
| | Qualified Plumber/FS Mechanic 20 marks | \$ |
| | Intermediate Plumber/FS Mechanic 15 marks | , |
| | Ordinary Plumber/FS Mechanic 8 marks | i |
| | (D) Floatrician | |
| | (B) Electrician Minimum score required 40 marks | , |
| | Oualified Electrician 20 marks | |
| | Intermediate Electrician 15 marks | - |
| | Ordinary Electrician 8 marks | |
| | ordinary Electrician 6 marks | 1 |
| | Statutory Registration | |
| | The applicant shall have staff meeting the following statutomy assistant and a second | |
| | The applicant shall have staff meeting the following statutory registration requirements Class 3 Registered Fire Service Installation Contractor (RFSIC) registered under the contractor (RFSIC) registered un | nder |
| Appendix 3C | Page 72 of 249 | IUCI |
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| Minimum Technical & Management | | |
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| | Group I | | | Group II |
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| | | | | under Electricity Ordinance, Cap. 406. Grade A2 – 1 no. (minimum) |
| | | | | lant and Equipment**(See Remarks on the end page of this Appendix) |
| | | | Ao Ao in | dequate modern drafting and computing facilities; minimum 2 nos. CAD terminals. dequate nos. of calibrated testing instruments and equipment/tools for carrying out installation, operation, maintenance and testing/commissioning services; valid alibration certificates for testing instruments shall be available. Refer Annex 13 for list f typical equipment/tools and testing instruments required. |
| | | | 5. O | Office/Workshop Facilities |
| | | | fu be | ocal office/workshop in Hong Kong SAR is required. Reasonably sized, suitably urnished office and workshop/storage areas. In general, the minimum office area shall to 80 m² and the minimum workshop + storage area shall be 25 m². Documentary yidence (e.g. purchase/lease agreement) to prove right of use shall be produced. |
| | | B. Confirmation | | B. Confirmation |
| The (1) | The a | ing shall only be applicable to existing probationary contractor: pplicant has satisfactorily completed, within the past 12 months, at least one public | (1) | The applicant has satisfactorily completed, within the past 12 months, at least one public works contract let by a Works Department; and |
| | works | s contract let by a Works Department; and | (2) | This contract shall be direct contract, which was signed between the applicant and the employer of the concerned project; and |
| (2) | | contract shall be direct contract, which was signed between the applicant and the over of the concerned project; and | (3) | All statutory forms such as Form FSI 314, Form FSI 501, Form FSI 251, etc. shall be issued under the name of the applicant; and |
| (3) | All st issued | atutory forms such as Form FSI 314, Form FSI 501, Form FSI 251, etc. shall be d under the name of the applicant; and | (4) | The scope of work for this contract must fulfill all the following requirements: |
| (4) | The s | cope of work for this contract must fulfill all the following requirements: | | (a) Contract value of the work related to the category under application for confirmation exceeds Group I tender limit; and |
| | (a) | Contract value of the work related to the category under application for confirmation exceeds 50% of Group I tender limit; and | | (b) The contract shall cover major scope of works as described in the "Brief Scope of Category"; and |
| | (b) | The contract shall cover major scope of works as described in the "Brief Scope of Category"; and | | (c) The contract shall be of a completely new building construction or a whole building refurbishment; and |
| | (c) | The contract shall be of a completely new building construction or a whole building refurbishment; and | | (d) If the contract is a term contract, all of the above requirements 4 (a) to 4 (c) shall |
| | | | | |

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| | Minimum Technical & Management Criteria for Admission, | Confirmation and Promotion of Contractors for the Specialist List |
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| Group I | | Group II |
|--|---|--|
| (5) | (d) If the contract is a term contract, all of the above requirements 4 (a) to 4 (c) shall be fulfilled in one works order. Subcontract will not be considered as valid job reference unless it can satisfy all of the following requirements, in addition to all the above stated requirements: (a) The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and (b) The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and (c) The subcontract shall be signed between the applicant and the main contractor which is the company awarded with the direct contract by the employer of the concerned project; and (d) The aforementioned main contractor shall not be the fire service installation contractor for the project work. | be fulfilled in one works order. (5) Subcontract will not be considered as valid job reference unless it can satisfy all of the following requirements, in addition to all the above stated requirements: (a) The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and (b) The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and (c) The subcontract shall be signed between the applicant and the main contractor which is the company awarded with the direct contract by the employer of the concerned project; and (d) The aforementioned main contractor shall not be the fire service installation contractor for the project work. |
| | C. Direct Entry | C. Direct Entry |
| 1. J | b Experience | Not Applicable |
| Gene | <u>ral</u> | |
| (1) | The applicant shall have adequate experience in the type and size of work of the category, with satisfactory quality of work compatible with Government standard; and | |
| (2) | The applicant shall have adequate experience in contract management of work of the category, solely and fully, including coordination with building contractor and other building services / electrical and mechanical contractors; and | |
| (3) | For job experience outside the HKSAR, evidences as stipulated under para. 2.4.5 of the CMH must also be produced to the satisfaction of the Secretary for the Environment, Transport and Works; otherwise, it will not be considered as a valid job reference. | |
| <u>Job Reference for Inspection</u> (In addition to the above, every job submitted by the applicant shall fulfill all requirements set out below; otherwise, it will not be considered as a valid job reference) | | |
| (4) | The applicant shall submit at least 2 contracts, which were completed within the past 3 years for site inspection; and | |
| (5) | At least one of the above 2 contracts shall be completed within the past 12 months or at final stage; and | |
| (6) | These 2 contracts shall be direct contract, which was signed between the applicant and | |
| Appe | ndix 3C | Page 74 of 249 |

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Appendix 3C

Page 74 of 249

| Minimum Technical & Management Criteria for Admission. | Confirmation and Promotion of Contractors for the Specialist List |
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| | | Group I | Group II |
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| | the en | nployer of the concerned project; and | |
| (7) | All sta | atutory forms such as Form FSI 314, Form FSI 501, Form FSI 251, etc. shall be I under the name of the applicant; and | |
| (8) | exami | pplicant shall be able to arrange joint site inspections for the government's ination of the quality and workmanship of the submitted job reference within al office hours; and | |
| (9) | The so | cope of work for each of these 2 contracts must fulfill all of the following rements: | |
| | (a) | Contract value of the work related to the category under application for inclusion exceeds 50% Group I tender limit; and | |
| | (b) | The contract shall cover major scope of works as described in the "Brief Scope of Category"; and | |
| | (c) | The contract shall be of a completely new building construction project or a whole building refurbishment project. | |
| (10) | Subco | ontract will not be considered as valid job reference unless it can satisfy all of the ving requirements, in addition to all the above stated requirements: | |
| | (a) | The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and | |
| | (b) | The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and | |
| | (c) | The subcontract shall be signed between the applicant and the main contractor which is the company awarded with the direct contract by the employer of the concerned project; and | |
| | (d) | The aforementioned main contractor shall not be the fire service installation contractor for the project work; and | |
| | (e) | The applicant must present documentary evidence to prove the above requirements are met and such evidence must be substantiated by the main contractor including a letter, which must be signed by the main contractor's authorized signatory to confirm that the applicant has met the above requirements in the subcontract; and | |
| | (f) | Notwithstanding the above, the Managing Department may seek references on the applicant's technical and managerial capabilities from the employer, the relevant parties of the concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant from the relevant parties of the concerned project. | |

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| Group I | Group II |
|---|----------------|
| 2. Registration with relevant authorities in Hong Kong (such as Quality Management System Certification, Building Authority etc.) | |
| Statutory Registration | |
| The applicant shall be | |
| have full time technical staff (meeting the relevant statutory registration requirement) of number not less than that described in the Section "Technical Staff". | |
| 3. Technical Staff (See Annex 1 for definition of Staff Qualification) | |
| Technical Support Staff | |
| Employ adequate nos. of technicians, site supervisors and draftsmen with adequate and relevant academic qualification and working experience. Technician Site supervisor 2 nos. Draftsman 1 no. | |
| <u>Craftsman</u> | |
| Employ adequate nos. of craftsman with adequate relevant experience in the following trades (A) Plumber/FS Mechanic Minimum score required Qualified Plumber/FS Mechanic Intermediate Plumber/FS Mechanic Ordinary Plumber/FS Mechanic Biectrician Minimum score required Qualified Electrician Minimum score required Qualified Electrician Intermediate Electrician Ordinary Electrician Smarks Ordinary Electrician Marks Name Smarks Name Smarks Name Smarks Name Smarks Name Smarks Name Smarks | |
| Statutory Registration | |
| The applicant shall have staff meeting the following statutory registration requirements: | |
| Annandiu 20 | Poss 76 of 240 |

Appendix 3C Page 76 of <u>249</u>

Appendix 3C

| | Group I | Group II | |
|---|---|----------|--------------------------|
| | ♦ Class 3 Registered Fire Service Installation Contractor (RFSIC) registered under | | |
| | Fire Service Ordinance, Cap. 95 – 1 no. (minimum) ♦ Registered Electrical Worker (REW) registered under Electricity Ordinance, Cap. | | |
| | 406. Grade A2 – 1 no. (minimum) | | |
| | ♦ Licensed Plumber (LP) registered under Waterworks Ordinance, Cap. 102. – 1 no. | | |
| | (minimum) | | |
| | The LD DEW and DEGIC and he she consider the first training Technical Council | | |
| | The LP, REW and RFSIC can be the Qualified Engineer, Technical Support Staff or Craftsman. | | |
| | | | |
| 4 | . Plant and Equipment **(See Remarks on the end page of this Appendix) | | See Note in Page No. 234 |
| | Adequate modern drafting and computing facilities; minimum 1 no. CAD terminal. | | |
| | Adequate nos. of calibrated testing instruments and equipment/tools for carrying out | | |
| | installation, operation, maintenance and testing/commissioning services; valid calibration | | |
| | certificates where applicable for testing instruments shall be available. Refer to Annex | | |
| | 13 for list of typical equipment /tools and testing instruments required. | | |
| 5 | . Office/Workshop Facilities | | |
| | Local office/workshop in Hong Kong SAR is required. Reasonably sized, suitably | | |
| | furnished office and workshop/storage areas. In general, the minimum office area shall be | | |
| | 40 m ² and the minimum workshop + storage area shall be 15 m ² . Documentary evidence | | |
| | (e.g. purchase/lease agreement) to prove right of use shall be produced. | | |
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| Managing Department: | Architectural Services Department | |
|----------------------|-----------------------------------|-----------------------|
| | | |
| Works Category: | Fountain Installation | Specialist Contractor |

Brief Scope of Category:

The scope of work in this category covers the supply, installation and maintenance of equipment, piping and fittings for water treatment of fountain pool such as water circulation, filtration, pH control, chemical treatment, fountain lighting installation, etc.

刪除: 234

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Appendix 3C

| A. Entry on Probation | B. Confirmation | C. Direct Entry | |
|-----------------------|-----------------|--|--|
| Not Applicable | Not Applicable | 1. Job Experience | |
| | | General | |
| | | (1) The applicant shall have adequate experience in the type and size of work of the category, with satisfactory quality of work compatible with Government standard; and | |
| | | (2) The applicant shall have adequate experience in contract management of work of the category, solely and fully, including coordination with building contractor and other building services / electrical and mechanical contractors; and | |
| | | (3) For job experience outside the HKSAR, evidences as stipulated under para. 2.4.5 of the CMH must also be produced to the satisfaction of the Secretary for the Environment, Transport and Works; otherwise, it will not be considered as a valid job reference. | |
| | | Job Reference for Inspection (In addition to the above, every job submitted by the applicant shall fulfill all requirements set out below; otherwise, it will not be considered as a valid job reference) | |
| | | (4) The applicant shall submit at least 2 contracts, which were completed within the past 3 years for site inspection; and | |
| | | (5) At least one of the above 2 contracts shall be completed within the past 12 months or at final stage; and | |
| | | (6) These 2 contracts shall be direct contract, which was signed between the applicant and the employer of the concerned project; and | |
| | | (7) All statutory forms such as the Work Completion (Part of an Installation) Certificate (i.e. Form WR1 (A)) shall be issued under the name of the applicant; and | |
| | | (8) The applicant shall be able to arrange joint site inspections for the government's examination of the quality and workmanship of the submitted job reference within normal office hours; and | |

Appendix 3C Page 79 of <u>249</u>

刪除: 234

刪除: 249

Appendix 3C

| A. Entry on Probation | B. Confirmation | C. Direct Entry | |
|-----------------------|-----------------|-----------------|---|
| | | (9) | The scope of work for each of these 2 contracts must fulfill all of the following requirements: |
| | | | (a) Contract value of the work related to the category under application for inclusion exceeds \$1M; and |
| | | | (b) The contract shall cover major scope of works as described in the "Brief Scope of Category". |
| | | (10) | Subcontract will not be considered as valid job reference unless it can satisfy all of the following requirements, in addition to all the above stated requirements: |
| | | | (a) The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and |
| | | | (b) The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and |
| | | | (c) The party by which the applicant is awarded with the subcontract, and the upstream contracting parties up to and including the main contractor, which is the company awarded with the direct contract by the employer of the concerned project, all shall not be the fountain installation contractor for the project work; and |
| | | | (d) The applicant must present documentary evidence to prove the above requirements are met and such evidence must be substantiated by all the relevant upstream contracting parties as mentioned at (c) above including letters from them, which must be signed by their authorized signatories to confirm that the applicant has met the above requirements in the subcontract; and |
| | | | (e) Notwithstanding the above, the Managing Department may seek references on the applicant's technical and managerial capabilities from the employer, the relevant parties of the concerned project and other sources or confirmation on the authenticity of the proof |

Appendix 3C Page 80 of 249

刪除: 234

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Appendix 3C

| A. Entry on Probation | B. Confirmation | C. Direct Entry | |
|-----------------------|-----------------|--|--|
| | | provided by the applicant from the relevant parties of the concerned project. | |
| | | 2. Registration with relevant authorities in Hong Kong (such as Quality Management System Certification, Building Authority etc.) | |
| | | The applicant shall be a Registered Electrical Contractor registered under Electricity Ordinance, Cap. 406 and have full time technical staff (meeting the relevant statutory registration requirement) of number not less than that described in the Section "Technical Staff". | |
| | | 3. Technical Staff (See Annex 1 for definition of Staff Qualification) | |
| | | Technical Support Staff | |
| | | Employ adequate nos. of technicians, site supervisors and draftsmen with adequate and relevant academic qualification and working experience. | |
| | | Technician 2 nos. Site supervisor 2 nos. Draftsman 1 no. | |
| | | <u>Craftsman</u> | |
| | | Employ adequate nos. of craftsman in the following trades | |
| | | (A) Plumber/ BS Mechanic Minimum score required 20 marks | |
| | | Qualified Plumber/BS Mechanic 20 marks | |
| | | Intermediate Plumber/BS Mechanic 15 marks | |
| | | Ordinary Plumber/BS Mechanic 8 marks | |
| | | (B) Electrician | |
| | | Minimum score required 20 marks | |
| | | Qualified Electrician 20 marks | |
| | | Intermediate Electrician 15 marks | |
| | | Ordinary Electrician 8 marks | |
| | | Statutory Registration | |
| | | | |

Appendix 3C Page 81 of <u>249</u>

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| B. Confirmation C. Direct Entry |
|--|
| The applicant shall have staff meeting the following statutory registered requirements: \$\(\) Registered Electrical Worker (REW) registered under Electricity Ordinance, Cap. 406. Grade A2 – 1 no. (minimum) \$\(\) Licensed Plumber (LP) registered under Waterworks Ordinance, Cap. 102 - 1 no. (minimum) The LP and REW can be the Technical Support Staff or Craftsman. 4. Plant and Equipment **(See Remarks on the end page of this Appendix) Adequate modern drafting and computing facilities; minimum 1 no. CAD terminals. Adequate nos. of calibrated testing instruments and equipment/tools for carrying out installation, operation, maintenance and testing/commissioning services; valid calibration certificates for testing instruments shall be available. Refer Annex 14 for list of typical equipment/tools and testing instruments required. 5. Office/Workshop Facilities Local office/workshop in Hong Kong SAR is required. Reasonably sized, suitably furnished office and workshop/storage areas. In general, the minimum office area shall be 40 m² and the minimum workshop + storage area shall be 10 m². Documentary evidence (e.g. purchase/lease agreement) to prove right of use shall be produced. |

刪除: See Note in Page No. 234

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| Managing Denartment: | Civil Engineering and Development Department | |
|----------------------|--|--|
| managing Department. | Civil Engineering and Development Department | |

Works Category Specialist Contractor : Ground Investigation Field Work

 Contracts/Subcontracts up to HK\$ 2.3M
 Contracts/Subcontracts of unlimited value Group I

Group II

Brief Scope of Categories:

The scope of work in this category covers ground investigation field work for Government projects.

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| Group I | Group II | | |
|---|---|---|------------------------------|
| A. Direct Entry | A. Direct Entry | | |
| 1. Job Experience Must be able to provide references to ground investigation works (each of value exceeding HK\$0.5M) carried out by the applicant for at least 5 projects in Hong Kong in the 3 years preceding the application and receive no adverse reports, on enquiry by CEDD. These performance reports must be prepared by at least 3 different engineering consultants who have supervised the works. | Must be able to provide references to ground investigation works (each of value exceeding HK\$0.5M) carried out by the applicant for at least 5 projects in Hong Kong in the 3 years preceding the application and receive no adverse reports, on enquiry by CEDD. These performance reports must be prepared by at least 3 different engineering consultants who have supervised the works. | | |
| 2. Registration with relevant authorities in Hong Kong (such as Quality Management System Certification, Building Authority etc.) Quality Management System certificates issued under the rules of the Hong Kong Certification Body Accreditation Scheme (HKCAS) operated by the Hong Kong Accreditation Service (HKAS); i.e. bearing the HKCAS Accreditation Mark, and Quality Management System certificates bearing the accreditation mark of other accreditation bodies which are considered as having an equivalent standard by the Environment, Transport and Works Bureau. | Quality Management System certificates issued under the rules of the Hong Kong Certification Body Accreditation Scheme (HKCAS) operated by the Hong Kong Accreditation Service (HKAS); i.e. bearing the HKCAS Accreditation Mark, and Quality Management System certificates bearing the accreditation mark of other accreditation bodies which are considered as having an equivalent standard by the Environment, Transport and Works Bureau. | | |
| 3. Top Management *(See Remarks on the end page of this Appendix) | Not Applicable | = | 刪除: See Note in Page No. 234 |
| Not Applicable | Not Applicable | | 刪除: NA |
| 4. Technical Staff Must employ sufficient full-time approved personnel who satisfy the minimum requirements as given in Annex 15 . | Must employ sufficient full-time approved personnel who satisfy the minimum requirements as given in Annex 15 . | | 刪除: NA |
| 5. Plant and Equipment **(See Remarks on the end page of this Appendix) | | | 刪除: See Note in Page No. 234 |
| Must own at least four rigs in Hong Kong, and all of them shall be capable of drilling at least 40m through soil or rock. Must own equipment capable of obtaining soil and rock samples, carrying out insitu tests (including SPT, GCO probing, impression packer, rising, falling and constant head permeability, packer (water adsorption), and vane shear) and installing standpipe piezometers (see the minimum requirements on equipment in Annex 16). All equipment should be calibrated and subject to periodic recalibration and maintenance. | Must own at least ten rigs in Hong Kong capable of drilling at least 40m through soil or rock, and at least two of them shall be capable of drilling vertical or inclined holes up to 150m through soil or rock. Must own equipment capable of obtaining soil and rock samples, carrying out insitu tests (including SPT, GCO probing, impression packer, rising, falling and constant head permeability, packer (water adsorption), and vane shear) and installing standpipe piezometers (see the minimum requirements on equipment in Annex 16). All equipment should be calibrated and subject to periodic recalibration and maintenance. | | 刪除: 234 刪除: 249 |
| | | | 刪除: 250 |
| Appendix 3C | Page 84 of <u>249</u> | | (many) |

| Group I | Group II |
|---|--|
| 6. Office/Workshop Facilities All applicants must possess or set up in Hong Kong a place of business. | All applicants must possess or set up in Hong Kong a place of business. |
| 7. Training Facilities Not Applicable | Not Applicable |
| 8. Others Must have the managerial, professional, technical and other support staff resources to carry out Government contracts on ground investigation. Must have adequate safety and health provisions and measures in accordance with the spirit of Chapter 3 of the Construction Site Safety Manual (CSSM) (Works Bureau). Proper documentation to illustrate this must be available. Must employ at least on a part-time basis one safety officer registered in accordance with the Factories and Industrial Undertakings (Safety Officers and Safety Supervisors) Regulation (FIU(SO&SS)R) with a minimum of 3 years of relevant experience. Must demonstrate competence in carrying out drilling, excavation, sampling, testing, recording of information, description of soil and rock and reporting to CEDD standards. Must maintain HOKLAS (Hong Kong Laboratory Accreditation Scheme) accreditation for selected tests and procedures of ground investigation when the accreditation for these is available from HOKLAS. | Must have the managerial, professional, technical and other support staff resources to carry out large Government contracts on ground investigation. Must have a proper safety management system and an adequate Safety Plan in accordance with the requirements of Chapter 3 of the CSSM. Must employ on a full-time basis at least one safety officer registered in accordance with the FIU(SO&SS)R and one safety supervisor, each with a minimum of 3 years of relevant experience. Must demonstrate competence in carrying out drilling, excavation, sampling, testing, recording of information, description of soil and rock and reporting to CEDD standards. Must maintain HOKLAS (Hong Kong Laboratory Accreditation Scheme) accreditation for selected tests and procedures of ground investigation when the accreditation for these is available from HOKLAS. |
| | B. Entry by Promotion |
| | Same as that required for "Direct Entry". |
| | |

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| echnical & Management Criteria for Admission. Confirmation and Promotion of Contractors for the Specialist |
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|--|

| Managing Department: | Architectural Services Department | |
|----------------------|-----------------------------------|--|
|----------------------|-----------------------------------|--|

Works Category: Industrial Type Electrical Installation Specialist Contractor

Brief Scope of Category:

The scope of work in this category covers the supply, installation and maintenance of electrical installations that are of high voltage or in specialized locations, typical installations include those in airport, highway, subway, tunnel, workshop, sewage treatment plant, pumping station, mechanical handling system etc., and in industrial environment.

Definition of Probationary Status[#] (Para. 3.5.3 is not applicable for this category)

Eligible for the award of a maximum of two contracts/subcontracts provided that the total value of works in this category does not exceed \$3.4 million

* See Remarks (1) on the end page of this Appendix,

删除: See Notes (1) and (2) on

Page 234 of this Appendix

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| | A. Entry on Probation | | B. Confirmation | | C. Direct Entry |
|----------------|---|-----|--|----------------|---|
| Gene | o Experience | (1) | The applicant has satisfactorily completed, within the past 12 months, at least one public works contract let by a Works Department; and | Gene | |
| (1) | The applicant shall have adequate experience in the type and size of work of the category, including high voltage installation, with satisfactory quality of work compatible with Government standard; and | (2) | This contract shall be direct contract, which was signed between the applicant and the employer of the concerned project; and | (1) | The applicant shall have adequate experience in the type and size of work of the category, including high voltage installation, with satisfactory quality of work compatible with Government standard; and |
| (2) | The applicant shall have adequate experience in contract management of work of the category, solely and fully, including coordination with building contractor and other building services / electrical and | (3) | All statutory forms such as the Work Completion Certificate (i.e. Form WR1) shall be issued under the name of the applicant; and | (2) | The applicant shall have adequate experience in contract management of work of the category, solely and fully, including coordination with building contractor and other building services / electrical and |
| (3) | mechanical contractors; and For job experience outside the HKSAR, evidences as stipulated under para. 2.4.5 of the CMH must also be produced to the satisfaction of the Secretary for the | (4) | The scope of work for this contract must fulfill all the following requirements: (a) Contract value of the work related to the category under application for confirmation | (3) | mechanical contractors; and For job experience outside the HKSAR, evidences as stipulated under para. 2.4.5 of the CMH must also be produced to the satisfaction of the Secretary for the |
| Job 1 | Environment, Transport and Works; otherwise, it will not be considered as a valid job reference. Reference for Inspection (In addition to the above, every | | exceeds \$0.5M; and (b) The contract shall cover the nature of works as described in the "Brief Scope of Category"; and | Job I | Environment, Transport and Works; otherwise, it will not be considered as a valid job reference. Reference for Inspection (In addition to the above, every |
| job s set o | ubmitted by the applicant shall fulfill all requirements ut below; otherwise, it will not be considered as a valid eference) | | (c) If the contract is a term contract, all of the above requirements 4 (a) and 4 (b) shall be fulfilled in one works order. | job s set o | submitted by the applicant shall fulfill all requirements out below; otherwise, it will not be considered as a valid reference) |
| (4) | The applicant shall submit at least 2 contracts, which were completed within the past 3 years for site inspection; and | (5) | Subcontract will not be considered as valid job reference unless it can satisfy all of the following requirements, in addition to all the above stated | (4) | The applicant shall submit at least 2 contracts, which were completed within the past 3 years for site inspection; and |
| (5) | At least one of the above 2 contracts shall be completed within the past 12 months or at final stage; and | | requirements: (a) The subcontract shall include all the relevant work as described under the "Brief Scope of | (5) | At least one of the above 2 contracts shall be completed within the past 12 months or at final stage; and |
| (6) | These 2 contracts shall be direct contract, which was signed between the applicant and the employer of the concerned project; and | | Category" covered in the main contract; and (b) The applicant shall have undertaken the full scope of work covered in the subcontract, solely | (6) | These 2 contracts shall be direct contract, which was signed between the applicant and the employer of the concerned project; and |
| (7) | All statutory forms such as the Work Completion Certificate (i.e. Form WR1) shall be issued under the name of the applicant; and | | and fully, including contract management; and (c) The party by which the applicant is awarded with the subcontract, and the upstream | (7) | All statutory forms such as the Work Completion Certificate (i.e. Form WR1) shall be issued under the name of the applicant; and |
| (8) | The applicant shall be able to arrange joint site inspections for the government's examination of the quality and workmanship of the submitted job reference within normal office hours; and | | contracting parties up to and including the main contractor, which is the company awarded with the direct contract by the employer of the concerned project, all shall not be the industrial type electrical installation contractor for the | (8) | The applicant shall be able to arrange joint site inspections for the government's examination of the quality and workmanship of the submitted job reference within normal office hours; and |

Appendix 3C Page 87 of <u>249</u>

| | | A. Entry on Probation | B. Confirmation | | | C. Direct Entry |
|-------|---|--|-----------------|------|--------------------|--|
| (9) | | of work for each of these 2 contracts must of the following requirements: | project work. | (9) | | cope of work for each of these 2 contracts must all of the following requirements: |
| | cat | ntract value of the work related to the egory under application for inclusion exceeds 5M; and | | | (a) | Contract value of the work related to the category under application for inclusion exceeds \$1M; and |
| (10) | des | e contract shall cover the nature of works as scribed in the "Brief Scope of Category". ct will not be considered as valid job | | | (b) | The contract shall cover the nature of works as described in the "Brief Scope of Category" and at least one of the 2 contracts shall include high voltage electrical installations. |
| | requireme requireme (a) The | e subcontract shall include all the relevant | | (10) | referer require | ntract will not be considered as valid job nce unless it can satisfy all of the following ements, in addition to all the above stated ements: |
| | Cat (b) The | rk as described under the "Brief Scope of tegory" covered in the main contract; and e applicant shall have undertaken the full | | | (a) | The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and |
| | and (c) The | ope of work covered in the subcontract, solely fully, including contract management; and e party by which the applicant is awarded | | | (b) | The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and |
| | wit cor cor the cor typ pro | th the subcontract, and the upstream ntracting parties up to and including the main ntractor, which is the company awarded with direct contract by the employer of the ncerned project, all shall not be the industrial be electrical installation contractor for the object work; and | | | (c) | The party by which the applicant is awarded with the subcontract, and the upstream contracting parties up to and including the main contractor, which is the company awarded with the direct contract by the employer of the concerned project, all shall not be the industrial type electrical installation contractor for the |
| | evi me all me the sig the | e applicant must present documentary dence to prove the above requirements are and such evidence must be substantiated by the relevant upstream contracting parties as ntioned at (c) above including letters from m, which must be signed by their authorized natories to confirm that the applicant has met above requirements in the subcontract; and twithstanding the above, the Managing | | | (d) | project work; and The applicant must present documentary evidence to prove the above requirements are met and such evidence must be substantiated by all the relevant upstream contracting parties as mentioned at (c) above including letters from them, which must be signed by their authorized signatories to confirm that the applicant has met the above requirements in the subcontract; and |
| Annen | Dej app fro cor | partment may seek references on the olicant's technical and managerial capabilities in the employer, the relevant parties of the incerned project and other sources or | | | (e) | Notwithstanding the above, the Managing Department may seek references on the applicant's technical and managerial capabilities |

Appendix 3C Page 88 of 249

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| A. Entry on Probation | B. Confirmation | C. Direct Entry |
|--|-----------------|--|
| confirmation on the authenticity of the proof provided by the applicant from the relevant parties of the concerned project. | | from the employer, the relevant parties of the concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant from the relevant parties of the concerned project. |
| 2. Registration with relevant authorities in Hong Kong (such as Quality Management System Certification, Building Authority etc.) | | 2. Registration with relevant authorities in Hong Kong (such as Quality Management System Certification, Building Authority etc.) |
| Statutory Registration | | Statutory Registration |
| The applicant shall be a Registered Electrical Contractor registered under Electricity Ordinance, Cap. 406 and have full time technical staff (meeting the relevant statutory registration requirement) of number not less than that described in the Section "Technical Staff". | | The applicant shall be a Registered Electrical Contractor registered under Electricity Ordinance, Cap. 406 and have full time technical staff (meeting the relevant statutory registration requirement) of number not less than that described in the Section "Technical Staff". |
| 3. Technical Staff (See Annex 1 for definition of Staff Qualification) | | 3. Technical Staff (See Annex 1 for definition of Staff Qualification) |
| Qualified Engineer | | Qualified Engineer |
| Employ at least 1 no. qualified engineer (Electrical discipline) with adequate and relevant professional and project management experience. | | Employ at least 1 no. qualified engineer (Electrical discipline) with adequate and relevant professional and project management experience. |
| Technical Support Staff | | Technical Support Staff |
| Employ adequate nos. of technicians, site supervisors and draftsmen with adequate and relevant academic qualification and working experience. | | Employ adequate nos. of technicians, site supervisors and draftsmen with adequate and relevant academic qualification and working experience. |
| Technician 2 nos. Site supervisor 2 nos. Draftsman 1 no. | | Technician 2 nos. Site supervisor 2 nos. Draftsman 1 no. |
| <u>Craftsman</u> | | <u>Craftsman</u> |
| Employ adequate nos. of craftsman in the following trades | | Employ adequate nos. of craftsman in the following trades |

Appendix 3C Page 89 of <u>249</u>

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| A. Entry on Probation | B. Confirmation | C. Direct Entry |
|--|-----------------|--|
| (A) Electrician | | (A) Electrician |
| Minimum score required 40 marks Qualified Electrician 20 marks Intermediate Electrician 15 marks Ordinary Electrician 8 marks | | Minimum score required 40 marks Qualified Electrician 20 marks Intermediate Electrician 15 marks Ordinary Electrician 8 marks |
| Statutory Registration | | Statutory Registration |
| The applicant shall have staff meeting the following statutory registration requirements: | | The applicant shall have staff meeting the following statutory registration requirements: |
| Registered Electrical Worker (REW) registered under Electricity Ordinance, Cap. 406. Grade C2 − 1 no. (minimum) Registered Electrical Worker (REW) registered under Electricity Ordinance, Cap. 406. Grade H2 − 1 no. (minimum) Registered Electrical Worker (REW) registered under Electricity Ordinance, Cap. 406. Grade A2 − 3 nos. (minimum) | | Registered Electrical Worker (REW) registered under Electricity Ordinance, Cap. 406. Grade C2 − 1 no. (minimum) Registered Electrical Worker (REW) registered under Electricity Ordinance, Cap. 406. Grade H2 − 1 no. (minimum) Registered Electrical Worker (REW) registered under Electricity Ordinance, Cap. 406. Grade A2 − 3 nos. (minimum) |
| The REW can be the Qualified Engineer, Technical Support Staff or Craftsman | | The REW can be the Qualified Engineer, Technical Support Staff or Craftsman |
| 4. Plant and Equipment **(See Remarks on the end page of this | | 4. Plant and Equipment **(See Remarks on the end page of this |
| Adequate modern drafting and computing facilities; minimum 1 no. CAD terminal. Adequate nos. of calibrated testing instruments and equipment/tools for carrying out installation, operation, maintenance and testing/commissioning services; valid calibration certificates for testing instruments shall be available. Refer to Annex 17 for list of typical equipment/tools and testing instruments | | Adequate modern drafting and computing facilities; minimum 1 no. CAD terminal. Adequate nos. of calibrated testing instruments and equipment/tools for carrying out installation, operation, maintenance and testing/commissioning services; valid calibration certificates for testing instruments shall be available. Refer to Annex 17 for list of typical equipment/tools and testing instruments required. |
| 5. Office/Workshop Facilities | | 5. Office/Workshop Facilities |
| Local office/workshop in Hong Kong SAR is required. Reasonably sized, suitably furnished office and workshop/storage areas. In general, the minimum office area shall be 40 m² and the minimum workshop + storage area shall be 40 m². Documentary evidence (e.g. purchase/lease agreement) to prove right of use | | Local office/workshop in Hong Kong SAR is required. Reasonably sized, suitably furnished office and workshop/storage areas. In general, the minimum office area shall be 40 m² and the minimum workshop + storage area shall be 40 m². Documentary evidence (e.g. purchase/lease agreement) to prove right of use |

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Appendix 3C

| | A. Entry on Probation | B. Confirmation | C. Direct Entry |
|---|---|-----------------|---|
| Γ | shall be produced. | | shall be produced. |
| e | . Others | | 6. Others |
| | Authorized Agency Preferably be an authorized agent in HKSAR for essential equipment. Documentary evidence such as authorized agency agreements shall be available. | | Authorized Agency Preferably be an authorized agent in HKSAR for essential equipment. Documentary evidence such as authorized agency agreements shall be available. |
| | Support from Principal Technical support from principal(s) of relevant agency is desirable. Applicant to demonstrate scope and extent (such as design, backup on installation / maintenance etc.) of support. | | Support from Principal Technical support from principal(s) of relevant agency is desirable. Applicant to demonstrate scope and extent (such as design, backup on installation / maintenance etc.) of support. |

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| | Managing Department : | Architectural Services Department |
|--|-----------------------|-----------------------------------|
|--|-----------------------|-----------------------------------|

Works Category : Land Piling Specialist Contractor

Group I : Contracts/Subcontracts up to HK\$ 3.4 M Contracts/Subcontracts of unlimited value

Brief Scope of Category

The scope of work in this category covers design, supply and installation of registered piling systems on land.

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| Minimum Technical & Management Criteria for Admission, | Confirmation and Promotion of Contractors for the Specialist List |
|--|---|

| Group I | Group II | |
|--|---|------------------------------|
| A. Direct Entry | A. Direct Entry | |
| Job Experience At least 3 small to medium size local projects (below \$3M each) for each system. The projects must be completed within the past 5 years. Experience as main contractor. | a) At least 3 medium/large size local projects (over \$3M each) for each system. b) The projects must be completed within the past 5 years. c) Experience as main contractor. | |
| 2. Registration with relevant authorities in Hong Kong (such as Quality Management System Certification, Building Authority etc.) The applicant shall be a Registered Specialist Contractor in the Foundation Sub-register under Buildings Ordinance, Cap. 123. | The applicant shall be a Registered Specialist Contractor in the Foundation Sub-register under Buildings Ordinance, Cap. 123. | |
| | Quality Management System certificates issued under the rules of the Hong Kong Certification Body Accreditation Scheme (HKCAS) operated by the Hong Kong Accreditation Service (HKAS); i.e. bearing the HKCAS Accreditation Mark, and Quality Management System certificates bearing the accreditation mark of other accreditation bodies which are considered as having an equivalent standard by the Environment, Transport and Works Bureau. | |
| | The scope of certification shall be relevant to the piling system under application. | |
| *(See Pemarks on the end page of this Appendix) | | |
| 3. Top Management *(See Remarks on the end page of this Appendix) At least one member of the resident top management shall have a minimum of three years local experience in managing a construction firm obtained in the past five years. | At least one member of the resident top management shall have a minimum of five years local experience in managing a construction firm obtained in the past eight years. | |
| 4. Technical Staff At least one person with the following qualifications: a) Higher Certificate in Structural/Civil Engineering from a Hong Kong polytechnic, a Hong Kong recognized training institution or equivalent and two years local working experience in piling works; or b) Ordinary Certificate in Structural/Civil Engineering from a Hong Kong polytechnic, a Hong Kong recognized training institution or equivalent and three years local working experience in piling works. | At least two persons with a relevant degree from a Hong Kong university or equivalent with at least five years post-graduate local experience in piling works. | 删除: See Note in Page No. 234 |
| 5. Plant and Equipment **(See Remarks on the end page of this Appendix) Appropriate equipment for each system. (At least one set for each system). | Appropriate equipment for each system. (At least one set for each system). | |
| | | 刪除: 250 |
| Appendix 3C | Page 93 of <u>249</u> | ,* |

| Minimum Technical & Management Criteria for Admission | n, Confirmation and Promotion of Contractors for the Specialist List |
|---|--|
|---|--|

| Group I | Group II |
|---|---|
| 6. Office/Workshop Facilities Local office required. Yard facilities available. | Local office required. Yard facilities available. |
| 7. Training Facilities Not Applicable | Not Applicable |
| 8. Others Piling system to be registered a) Method statement. b) Typical calculations. c) Acceptable references. d) Satisfactory demonstration on site. | Piling system to be registered a) Method statement. b) Typical calculations. c) Acceptable references. d) Satisfactory demonstration on site. |
| | B. Entry by Promotion When the contractor has completed at least 3 numbers medium/large size local projects of value above \$3M each with good references. |

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| Minimum Technical & Management | Criteria for Admission. | Confirmation and Promotion of | of Contractors for the Specialist Lis |
|--------------------------------|-------------------------|-------------------------------|---------------------------------------|

| Managing Department: | Lands Department | |
|-----------------------------|--|-----------------------|
| Works Category : | Land, Engineering and Hydrographic Survey Services | Specialist Contractor |
| Brief Scope of Category | y: | |
| The scope of work in this | s category covers the provision of land, engineering and hydrographic survey | services. |
| | | |
| | | |
| | | |

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Direct Entry

1. Job Experience

No requirement.

Past experience on government projects is used as reference in tender evaluation and selection, but not for entry requirement.

2. Registration with relevant authorities in Hong Kong (such as Quality Management System Certification, Building Authority etc.)

No requirement.

However, endorsement such as ISO 9001 Certification, will be used as reference in tender evaluation and selection.

3. Top Management *(See Remarks on the end page of this Appendix)

At least one senior member of the firm's permanent full time staff should be a professional member of the HKIS (Land Survey Division) or approved equivalent, with minimum 2 years' post qualification local experience.

4. Technical Staff

A minimum of two survey technicians should possess ordinary certificate or higher qualification in land or engineering surveying or approved equivalent with minimum one year's local land survey experience.

5. Plant and Equipment **(See Remarks on the end page of this Appendix)

The firm should possess some basic equipment such as theodolite, total station, level, EDM, computer system and transport facilities. Special equipment such as echo sounder, laser level, GPS system etc. will be an asset in bidding tender for special survey services.

6. Office/Workshop Facilities

Not Applicable

7. Training Facilities

Not Applicable

8. Others

Not Applicable

刪除: See Note in Page No. 234

删除: See Note in Page No. 234

刪除: NA

刪除:

删除: NA

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| Minimum Technical & Manageme | ent Criteria for Admission, Confirmation and Promotion of Contractors for the Specialist L | ist Appendix 3C | | |
|------------------------------|--|--|--|-----------------------------------|
| | | | + | 格式化 [35] |
| | Y | | | 删除: [36] |
| Managing Department: | Architectural Services Department | | 4 | 格式化表格 |
| | | | + | 格式化[37] |
| | | | 4, | 格式化[38] |
| Works Category : | Landscaping | Specialist Contractor | | 格式化表格 |
| Class I : | General Landscape Work | | | 格式化[39] |
| | | | 4 | 格式化[40] |
| Group I : | Contracts/Subcontracts of value up to HK\$2.3M, | | * | 刪除: <u>each</u> |
| Group II : | Contracts/Subcontracts of unlimited value | | ** | 格式化[41] |
| | | | 1 | 格式化[42] |
| Brief Scope of Catego | ry/Class: | | 1// | 刪除: General Landscape [43] |
| | | | */ // | 格式化[44] |
| | rks includes all three types of: s (except hydroseeding) such as soiling, minor earthworks, turfing, spri | asing and income the arms by transmission or mission of | ' | 刪除: such a |
| _ | aterial (including ground covers, tress, palms, shrubs, herbaceous, etc.) | | / | 刪除: a |
| | poricultural maintenance works to vegetation, such as regular inspection | | 1// | |
| - | ions to keep the vegetation in healthy growth; identification of plant di | | 1 1/1 | 格式化 [45] |
| | oil water and nutrient management, pest and disease control, thinning a | | 11/1/1/ | [46] |
| | ems such as cabling, bracing, propping and lightning protection; and tre | | $-\mathcal{U}_{i}$ | 格式化[47] |
| | s such as tree guards, tree grilles, tree rings, paving, planters, dwarf wa | ills, steps, fencing, outdoor furniture, pergolas and | 1/// | 刪除: |
| pavilions | | | | 格式化 [48] |
| Definition of Probation | nary Status [#] | | | |
| | • | | \ \ \ \ \ \ \ \ \ \ \ \ \ \ | 格式化: 縮排: 左: 0" |
| Probation to Group I | Eligible for the award of one contract/subcontract at any one time of | f value up to \$2.3 million | ا الرائع | / 刪除: |
| Probation to Group II_ | : Eligible for the award of any number of Group I contracts/subcontr | acts, plus one contract/subcontract of value exceeding \$2.3 |] - /// | 删除: See Notes (1) and (2) on [49] |
| | million | |] ///. | 刪除: 234 |
| # // 1 | | | | 刪除: 249 |
| * See Remarks (1) on the e | nd page of this Appendix. | | <u>-</u> *///// | 刪除: 250 |
| Annendix 3C | | Page 97 of 249 | 11/ | |

Appendix 3C

| | Group I | Group II | | 删除: Completed at least three [52] |
|----|---|---|--------------------------|---|
| | A. Entry On Probation | A. Entry On Probation | -// | 删除: Completed at least three |
| 1. | Job Experience Completed satisfactorily at least three relevant contracts/subcontracts of total value of the landscape softworks exceeding \$4M within the past 5 years. Job experience in all three types of the General Landscape Works within the past five years. | Completed satisfactorily at least three relevant government contracts/1 st tier Government subcontracts of total value of the General Landscape Works exceeding \$6M within the past 5 years, including at least two public works contracts/1 st tier Government // subcontracts of total value of landscape softworks exceeding \$3M. Job experience in // | | |
| 2. | Registration with relevant authorities in Hong Kong (such as Quality Management System Certification, Building Authority etc.) Not Applicable. | all three types of the General Landscape Works within the past five years. Not Applicable. | | 删除: NA [55] 删除: NA 删除: Min. 1 No. trained |
| 3. | Top Management *(See Remarks on the end page of this Appendix) Not Applicable. | At least one top management staff with more than five years of relevant working | | [56] 删除: minimum requirements [57] |
| 4. | Technical Staff | experience gained in Hong Kong, who can be the same person as the horticulturist or the tree specialist. | ;;;{\ ;;;;{ {/_/}{ | 翻除: Min. 1 No. trained [58] 格式化 [59] 刪除: See Note in Page No. 234 |
| 5. | Plant and Equipment **(See Remarks on the end page of this Appendix) See Annex 35. | See Annex 35. | , [/] | 删除: All necessary [60] |
| 6. | Office/Workshop Facilities Local office and a local holding nursery in Hong Kong of not less than 7,500m ² required. | Local office and a local holding nursery in Hong Kong of not less than 7,500m ² required. |) | 格式化 ([61] 刪除: safety practice. 格式化 ([62] |
| 7. | Training Facilities Have training scheme to internal staff to improve arboricultural, horticultural and workplace health and safety practice. | Have training scheme to internal staff to improve <u>arboricultural</u> , horticultural and <u>workplace health and safety practice</u> . | | 刪除: 格式化 [[63] |
| 8. | Others Special arboricultural skills such as maintenance, protection and transplanting of mature trees, and other horticultural skills such as laying and maintenance of turfs for sports ground. | Special arboricultural skills such as maintenance, protection and transplanting of mature trees, and other horticultural skills such as laying and maintenance of turfs for sports ground. | | 閣除: Financial resources 協立化 [65] 間除: Financial resources. |
| ▼ | C | Page 98 of 249 | < \ | 格式化: 字型: 13 點 格式化 ([66] 刪除: |
| | - | . ago oo ar <u>e to</u> | } | [67] |

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Revision B-10 dated 26 March 2013

Minimum Technical & Management Criteria for Admission, Confirmation and Promotion of Contractors for the Specialist List

Appendix 3C

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| Group I | Group II |
|---|--|
| B. Confirmation | B. Confirmation |
| Completed satisfactorily at least two Government Group I contracts/ 1 st tier Government subcontracts of total value of the General Landscape Works exceeding \$2M within the past 5 years, including one Government contract / 1 st tier Government subcontract of value of landscape softworks exceeding \$0.5M. Job experience in all three types of the General Landscape Works within the past five years. | Completed satisfactorily at least two Government Group II contracts/ 1st tier Government subcontracts of individual value of the General Landscape Works exceeding \$2M within the past 5 years, including one Government contract / 1st tier Government subcontract of value of landscape softworks. Job experience in all three types of the General Landscape Works within the past five years. |
| C. Direct Entry | C. Direct Entry |
| Not Applicable, | Not Applicable |
| | [1] [1] |
| | D. Entry by Promotion |
| | Same as that required for "Entry on Probation". |

刪除:

删除: Completed satisfactorily at least two government
Group II
contracts/subcontracts within
the past 5 years, of individual
value exceeding \$2M.

删除: Completed satisfactorily at least two government
Group I contracts/subcontracts within the past 5 years, of total value exceeding \$2M.

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Appendix 3C

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Managing Department: Architectural Services Department

Works Category : Landscaping Specialist Contractor

Class II : Hydroseeding

Group I : Contracts/Subcontracts up to HK\$2.3M
Group II : Contracts/Subcontracts of unlimited value

Brief Scope of Category/Class:

Hydroseeding is the application by high-pressure spraying of specified mixture of grass seeds, fertilizer, mulch and other additives in aqueous solution, including the supply of all materials and equipment necessary for the application and subsequent establishment of grass cover by the method described.

Definition of Probationary Status#

Probation to Group I : Eligible for the award of one contract at any one time of value up to \$2.3 million

Probation to Group II : Eligible for the award of any number of Group I contracts, plus one contract of value exceeding \$2.3 million

删除: See Notes (1) and (2) on

Page 234 of this Appendix

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* See Remarks (1) on the end page of this Appendix

Appendix 3C

Page 100 of 249

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|-----|---|--------------|
| | | |

| | Group I | Group II | |
|----|--|--|------------------------------------|
| | A. Entry On Probation | A. Entry On Probation | |
| 1. | Job Experience Completed at least three relevant contracts/subcontracts of total value exceeding \$4M within the past 5 years. | Completed at least three relevant government contracts/subcontracts of total value exceeding \$6M within the past 5 years. | |
| 2. | Registration with relevant authorities in Hong Kong (such as Quality Management System Certification, Building Authority etc.) Not Applicable | Not Applicable | 一 刪除: NA |
| 3. | Top Management *(See Remarks on the end page of this Appendix) | | 刪除: NA |
| | Not Applicable | Not Applicable | 刪除: See Note in Page No. 234 |
| 4. | Technical Staff Min. 1 No. trained operator with 3 years relevant HK working experience. | Min. 2 Nos. trained operator with 3 years relevant HK working experience. | 刪除: NA 刪除: NA |
| 5. | Plant and Equipment **(See Remarks on the end page of this Appendix) All necessary equipment to carry out the required work. | All necessary equipment to carry out the required work. | 一 删除: See Note in Page No. 234 |
| 6. | Office/Workshop Facilities Local office in Hong Kong is required. | Local office in Hong Kong is required. | |
| 7. | Training Facilities Have training scheme to internal staff to improve hydroseeding and safety practice. | Have training scheme to internal staff to improve hydroseeding and safety practice. | |
| 8. | Others Financial resources | Financial resources | |

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Revision B-10 dated 26 March 2013

Minimum Technical & Management Criteria for Admission, Confirmation and Promotion of Contractors for the Specialist List

Appendix 3C

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| Group I | Group II |
|---|---|
| B. Confirmation | B. Confirmation |
| Completed satisfactorily at least two government Group I contracts/subcontracts within the past 5 years, of total value exceeding \$2M. | Completed satisfactorily at least two government Group II contracts/subcontracts within the past 5 years, of individual value exceeding \$2M. |
| C. Direct Entry | C. Direct Entry |
| Not Applicable | Not Applicable |
| | D. Entry by Promotion |
| | Same as that required for "Entry on Probation" |

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Appendix 3C Page 102 of 249

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Appendix 3C

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| Managing Department : | Civil Engineering and Development Department | |
|-----------------------|--|-----------------------|
| Works Category : | Landslip Preventive/Remedial Works to Slopes/Retaining Walls | Specialist Contractor |

Brief Scope of Category:

The scope of work in this category covers landslip preventive works, remedial works or formation works of slopes and/or retaining walls in areas immediately behind occupied structures, adjacent to railway lines or major trunk roads

Definition of Probationary Status#:

Contractors included in the Specialist List for "Landslip Preventive/Remedial works to Slopes/Retaining Walls (LPM)" but have not yet achieved confirmation status. A probationary contractor may take on not more than 2 government contracts tendered under the LPM category with total outstanding value of works of not greater than \$114M.

See Remarks (1) on the end page of this Appendix,

删除: See Notes (1) and (2) on

Page 234 of this Appendix

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Appendix 3C

Page 103 of 249

Appendix 3C

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| | A. Entry On Probation | B. Confirmation | |
|--|--|--|----------------------------------|
| 1. Job Experience See paras.2.2, 2.3 and 2. | 4 of Annex 18 | Satisfactorily completed, as main contractor, at least one Government Landslip Preventive Measures contract containing multiple sites and of value not less than \$40M and subject to a minimum probationary period of 24 months | |
| Management System (Contractors who wish to i) The relevant Quasuitable works concertification body to be equivalent be review of the Quadrous Kong by the by the certification relevant standard | he Buildings Department's list of Registered Specialist Contractor | i) Maintain the relevant Quality Management System Certification. ii) Maintain the Registration on the buildings Department's list of Registered Specialist Contractor for Site Formation Works. | |
| 3. Top Management *(See R V See para. 2.5.1 of Anne. | temarks on the end page of this Appendix) x 18 | Employ/retain appropriate management staff | 【删除: See Note in Page No. 234 |
| 4. Professional Staff See para. 2.5.3 of Anne. | x 18 | Employ/retain appropriate professional staff | |
| 5. Technical Staff See para. 2.3.3 of Anne. | x 18 | Employ/retain appropriate technical staff | |
| 6. Safety Staff See para. 2.5.4 of Anne. | x 18 | Employ/retain appropriate safety staff | |
| 7. Plant and Equipment* See para. 2.6 of Annex | *(See Remarks on the end page of this Appendix) v1 18 | Possess appropriate plant and equipment | - Nee Note in Page No. 234 |
| 8. Office/Workshop Facil All applicants must poss | lities ses or set up in Hong Kong a place of business. | Not Applicable | 刪除: NA │ 刪除: 234 │ 刪除: 249 |
| Appendix 3C | | ر Page 104 of <u>249</u> | 刪除: 250 |

Revision B-10 dated 26 March 2013

Minimum Technical & Management Criteria for Admission, Confirmation and Promotion of Contractors for the Specialist List

Appendix 3C

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9. Training Facilities
Not Applicable
Not Applicable

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10. Others
(i) Performance on Government contracts under the R&D and SF categories and in landslip preventive works in the past 3 years – see para. 2.2, 2.3 and 2.4 of Annex 18

In all other ways being considered suitable for confirmation

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Appendix 3C

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| Managing Department: | Architectural Services Department | |
|-----------------------------|---|-----------------------|
| Works Category: | Lift, Escalator and Passenger Conveyor Installation | Specialist Contractor |
| | | |
| Brief Scope of Category | 7: | |
| | s category covers the supply, installation and maintenance of passer installations, lifting platform for barrier free access, and associated inside lifts, etc. | |
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| A. Entry on Probation | B. Confirmation | C. Direct Entry |
|-----------------------|-----------------|--|
| Not Applicable. | Not Applicable. | 1. Job Experience |
| | | General |
| | | (1) The applicant shall have adequate experience in the type and size of work of the category, with satisfactory quality of work compatible with Government standard; and |
| | | (2) The applicant shall have adequate experience in contract management of work of the category, solely and fully, including coordination with building contractor and other building services / electrical and mechanical contractors; and |
| | | (3) For job experience outside the HKSAR, evidences as stipulated under para. 2.4.5 of the CMH must also be produced to the satisfaction of the Secretary for the Environment, Transport and Works; otherwise, it will not be considered as a valid job reference. |
| | | Job Reference for Inspection (In addition to the above, every job submitted by the applicant shall fulfill all requirements set out below; otherwise, it will not be considered as a valid job reference) |
| | | (4) The applicant shall submit at least 2 contracts, which were completed within the past 3 years for site inspection; and |
| | | (5) At least one of the above 2 contracts shall be completed within the past 12 months or at final stage; and |
| | | (6) These 2 contracts shall be direct contract, which was signed between the applicant and the employer of the concerned project; and |
| | | (7) All statutory submissions to EMSD and Buildings Authority shall be issued under the name of the applicant; and |
| | | (8) The applicant shall be able to arrange joint site inspections for the government's examination of the quality and workmanship of the submitted job reference within normal office hours; and |
| Appendix 3C | | Page 107 of <u>249</u> |

刪除: 234

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| A. Entry on Probation | B. Confirmation | | C. Direct Entry |
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| | | (9) | The scope of work for each of these 2 contracts must fulfill all of the following requirements: |
| | | | (a) Contract value of the work related to the category under application for inclusion exceeds \$1M; and |
| | | | (b) The contract shall cover major scope of works as described in the "Brief Scope of Category"; and |
| | | | (c) The contract shall be of a completely new building construction project or a whole building refurbishment project. |
| | | (10) | Subcontract will not be considered as valid job reference unless it can satisfy all of the following requirements, in addition to all the above stated requirements: |
| | | | (a) The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and |
| | | | (b) The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and |
| | | | (c) The subcontract shall be signed between the applicant and the main contractor which is the company awarded with the direct contract by the employer of the concerned project; and |
| | | | (d) The aforementioned main contractor shall not be the lift, escalator and passenger conveyor installation contractor for the project work; and |
| | | | (e) The applicant must present documentary evidence to prove the above requirements are met and such evidence must be substantiated by the main contractor including a letter, which must be signed by the main contractor's authorized signatory to confirm that the applicant has met the above requirements in the subcontract; and |

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Appendix 3C Page 108 of 249

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| A. Entry on Probation | B. Confirmation | C. Direct Entry |
|-----------------------|-----------------|---|
| | | (f) Notwithstanding the above, the Managing Department may seek references on the applicant's technical and managerial capabilities from the employer, the relevant parties of the concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant from the relevant parties of the concerned project. |
| | | 2. Registration with relevant authorities in Hong Kong (such as Quality Management System Certification, Building Authority etc.) |
| | | Statutory Registration |
| | | The applicant shall be |

Appendix 3C Page 109 of 249 刪除: 234

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| A. Entry on Probation | B. Confirmation | C. Direct Entry |
|-----------------------|-----------------|---|
| | | 3. Technical Staff (See Annex 1 for definition of Staff Qualification) |
| | | Registered Lift Engineer (RLE) At least 2 nos. registered under Lifts and Escalators (Safety) Ordinance, Cap. 327 |
| | | Registered Escalator Engineer (REE) At least 2 nos. registered under Lifts and Escalators (Safety) Ordinance, Cap. 327 The RLE and REE can be the same person |
| | | Technical Support Staff Employ adequate nos. of site supervisors and draftsmen with adequate and relevant academic qualification and working experience. |
| | | Site supervisor 4 nos. Draftsman 1 no. |
| | | <u>Craftsman</u> |
| | | Employ adequate nos. of craftsman in the following trades Lift Electrician/Mechanic |
| | | Minimum score required 100 marks |
| | | Qualified Lift Electrician/Mechanic 20 marks Intermediate Lift Electrician/Mechanic 15 marks Ordinary Lift Electrician/Mechanic 8 marks |
| | | Statutory Registration The applicant shall have staff meeting the following statutory registration requirements: |
| | | Registered Lift and/or Escalator Engineer (RLEE) registered under Lifts & Escalators (Safety) Ordinance, Cap. 327 – 2 nos. (minimum) |
| | | Competent Lift/Escalator Worker (CLEW) registered under Lifts and Escalators (Safety) |

Appendix 3C Page 110 of 249 刪除: 234

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Appendix 3C

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| A. Entry on Probation | B. Confirmation | C. Direct Entry |
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| | | Ordinance, Cap. 327 – 10 nos. (minimum) ♦ Registered Electrical Worker (REW) registered under Electricity Ordinance, Cap. 406. Grade B2 – 1 no. (minimum) |
| | | The RLEE, CLEW and REW can be the Technical Support Staff or Craftsman. |
| | | 4. Plant and Equipment **(See Remarks on the end page of this |
| | | Adequate modern drafting and computing facilities; minimum 1 no. CAD terminal. Adequate nos. of calibrated testing instruments and equipment/tools for carrying out installation, operation, maintenance and testing/commissioning services; valid calibration certificates for testing instruments shall be available. Refer Annex 19 for list of typical equipment/tools and testing instruments required. |
| | | 5. Office/Workshop Facilities |
| | | Local office/workshop in Hong Kong SAR is required. Reasonably sized, suitably furnished office and workshop/storage areas. In general, the minimum office area shall be 100 m² and the minimum workshop + storage area shall be 25 m². Documentary evidence (e.g. purchase/lease agreement) to prove right of use shall be produced |
| | | Depot At least two, preferably more and distributed over Hong Kong SAR. |
| | | 6. Others |
| | | Authorized Agency Be an authorized agent/distributor in HKSAR for the lifts, escalators, and passenger conveyors. Documentary evidence such as authorized agency/distributorship agreements shall be available for checking. |
| | | Type test certificates for escalators Required for steps, pallets, belts and handrails |
| Appendix 3C | | Page 111 of <u>249</u> |

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| A. Entry on Probation | B. Confirmation | C. Direct Entry |
|-----------------------|-----------------|---|
| | | (handrail breaking strength). |
| | | Type test certificates for lifts Required for landing door locking devices, landing doors, overspeed governors, safety gears, energy dissipation and/or energy accumulation type buffers with/without buffered return movement, ascending car overspeed protection means, rupture valve/one way restrictor, and safety circuits containing electronic components. |
| | | Permit to use and operate a new lift or escalator At least two installations for each model issued by Electrical & Mechanical Services Department. Applicant to submit a list of the models for use in Government projects. Only those models submitted and approved can be used in Government projects. New models to be offered after admission must be submitted for assessment and prior approval must be obtained before new models can be offered for use in Government projects. |
| | | Harmonic distortion Comply with relevant standards; details of harmonic current distortion for each model to be submitted. |
| | | Support from Manufacturer Sound technical support required, including provision of spare parts, training (record to be submitted), etc. |
| | | Maintenance facilities 24-hour emergency service for fault attendance must be available. The 24-hour emergency service for fault attendance shall be effective, e.g. the fault call can be acknowledged immediately and maintenance personnel can arrive at the fault location within 1 hour for normal call (e.g. no trapping of passenger) and 30 minutes for urgent call (e.g. trapping of passenger). Applicant to provide evidence that such maintenance facilities are established in strategic locations in Hong Kong SAR with suitable communication network to meet the |
| Appendix 3C | · | Page 112 of 240 |

Appendix 3C Page 112 of 249 刪除: 234

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Revision B-10 dated 26 March 2013

Appendix 3C

Minimum Technical & Management Criteria for Admission, Confirmation and Promotion of Contractors for the Specialist List

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| A. Entry on Probation | B. Confirmation | C. Direct Entry |
|-----------------------|-----------------|---------------------|
| | | above requirements. |

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Appendix 3C

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| Managing Department: | Architectural Services Department | |
|----------------------|-----------------------------------|--|
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Works Category: Liquefied Petroleum Gas Installation Specialist Contractor

Brief Scope of Category:

The scope of work in this category covers the supply, installation and maintenance of fixed and piped liquefied petroleum gas (LPG) installations including bulk LPG storage vessels, LPG cylinders, vaporizers, piping and fittings, valves and accessories, LPG appliances, etc.

Definition of Probationary Status[#] (Para. 3.5.3 is not applicable for this category)

Eligible for the award of a maximum of two contracts/subcontracts provided that the total value of works in this category does not exceed \$3.4 million

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Not applicable for new application for admission. (Only applicable for existing probationary contractor)

* See Remarks (1) on the end page of this Appendix,

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Page 234 of this Appendix

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Appendix 3C

Page 114 of 249

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| A. Entry on Probation | B. Confirmation | C. Direct Entry | |
|-----------------------|---|--|--|
| Not Applicable | The following shall only be applicable to existing | 1. Job Experience General | |
| | (1) The applicant has satisfactorily completed, within the past 12 months, at least one public works contract let by a Works Department; and | (1) The applicant shall have adequate experience in the type and size of work of the category, with satisfactory quality of work compatible with Government standard; | |
| | (2) This contract shall be direct contract, which was signed between the applicant and the employer of the concerned project; and | (2) The applicant shall have adequate experience in contract management of work of the category, solely | |
| | (3) All statutory submissions to Gas Authority shall be issued under the name of the applicant; and | and fully, including coordination with building contractor and other building services / electrical and mechanical contractors; and | |
| | (4) The scope of work for this contract must fulfill all the following requirements: | (3) For job experience outside the HKSAR, evidences as stipulated under para. 2.4.5 of the CMH must also be produced to the satisfaction of the Secretary for the | |
| | (a) Contract value of the work related to the category under application for confirmation exceeds \$0.25M; and | Environment, Transport and Works; otherwise, it will not be considered as a valid job reference. | |
| | (b) The contract shall cover a complete liquefied petroleum gas installation at least with cylinders supply; and | <u>Job Reference for Inspection</u> (In addition to the above, every job submitted by the applicant shall fulfill all requirements set out below; otherwise, it will not be considered as a valid job reference) | |
| | (c) The contract shall be for new building project or new liquefied petroleum gas installation in an existing building. Partial renovation or fitting-out works for an existing installation are | (4) The applicant shall submit at least 2 contracts, which were completed within the past 3 years for site inspection; and | |
| | not acceptable; and (d) If the contract is a term contract, all of the above | (5) At least one of the above 2 contracts shall be completed within the past 12 months or at final stage; and | |
| | requirements 4 (a) and 4 (c) shall be fulfilled in one works order. | (6) These 2 contracts shall be direct contract, which was signed between the applicant and the employer of the | |
| | (5) Subcontract will not be considered as valid job reference unless it can satisfy all of the following requirements, in addition to all the above stated | concerned project; and (7) All statutory submissions to Gas Authority shall be | |
| | requirements: | issued under the name of the applicant; and | |
| | (a) The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and | (8) The applicant shall be able to arrange joint site inspections for the government's examination of the quality and workmanship of the submitted job reference within normal office hours; and | |
| | (b) The applicant shall have undertaken the full | Tereferee within normal office flours, and | |

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Appendix 3C Page 115 of 249

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| A. Entry on Probation | B. Confirmation | C. Direct Entry |
|-----------------------|---|--|
| | scope of work covered in the subcontract, solely and fully, including contract management; and | (9) The scope of work for each of these 2 contracts must |
| | (c) The party by which the applicant is awarded with the subcontract, and the upstream | fulfill all of the following requirements: |
| | contracting parties up to and including the main contractor, which is the company awarded with the direct contract by the employer of the | (a) Contract value of the work related to the category under application for inclusion exceeds \$0.5M; and |
| | concerned project, all shall not be the liquefied petroleum gas installation contractor for the project work. | (b) The contract shall cover a complete liquefied petroleum gas installation at least with cylinders supply; and |
| | | (c) The contract shall be for new building project or new liquefied petroleum gas installation in an existing building. Partial renovation or fitting-out works for an existing installation are not acceptable. |
| | | (10) Subcontract will not be considered as valid job reference unless it can satisfy all of the following requirements, in addition to all the above stated requirements: |
| | | (a) The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and |
| | | (b) The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and |
| | | (c) The party by which the applicant is awarded with the subcontract, and the upstream contracting parties up to and including the main contractor, which is the company awarded with the direct contract by the employer of the concerned project, all shall not be the liquefied petroleum gas installation contractor for the project work; and |
| | | (d) The applicant must present documentary evidence to prove the above requirements are met and such evidence must be substantiated by all the relevant upstream contracting parties as mentioned at (c) above including letters from |

刪除: 234

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Appendix 3C Page 116 of 249

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| A. Entry on Probation | B. Confirmation | C. Direct Entry |
|-----------------------|-----------------|---|
| | | them, which must be signed by their authorized signatories to confirm that the applicant has met the above requirements in the subcontract; and |
| | | (e) Notwithstanding the above, the Managing Department may seek references on the applicant's technical and managerial capabilities from the employer, the relevant parties of the concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant from the relevant parties of the concerned project. |
| | | 2. Registration with relevant authorities in Hong Kong (such as Quality Management System Certification, Building Authority etc.) |
| | | Statutory Registration The applicant shall be a Registered Gas Contractor registered under Gas Safety Ordinance, Cap. 51 and have full time technical staff (meeting the relevant statutory registration requirement) of number not less than that described in the Section "Technical Staff". |
| | | 3. Technical Staff (See Annex 1 for definition of Staff Qualification) |
| | | Technical Support Staff |
| | | Employ adequate nos. of technicians, site supervisors and draftsmen with adequate and relevant academic qualification and working experience. |
| | | Technician 1 no. Site supervisor 1 no. Draftsman 1 no. |
| | | Craftsman |
| | | Employ adequate nos. of craftsman in the following trades (A) BS Mechanic/Mechanical Fitter |
| | | Minimum score required 20 marks |

Appendix 3C Page 117 of 249 刪除: 234

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| A. Entry on Probation | B. Confirmation | C. Direct Entry |
|-----------------------|-----------------|---|
| | | Qualified BS Mechanic/Mechanical Fitter 20 marks |
| | | Intermediate BS Mechanic/Mechanical Fitter 15 marks |
| | | Ordinary BS Mechanic/Mechanical Fitter 8 marks |
| | | Statutory Registration The applicant shall have staff meeting the following statutory registration requirements: |
| | | Registered Gas Installer (RGI) registered under Gas Safety Ordinance, Cap. 51 − 2 nos. (minimum) (These RGIs shall hold licences covering gas installation work Class 1 to 7 collectively) The RGI can be the Technical Support Staff or Craftsman. |
| | | 4. Plant and Equipment**(See Remarks on the end page of this |
| | | Adequate modern drafting and computing facilities; minimum 1 no. CAD terminal. Adequate nos. of calibrated testing instruments and equipment/tools for carrying out installation, operation, maintenance and testing/commissioning services; valid calibration certificates for testing instruments shall be available. Refer Annex 20 for list of typical equipment/tools and testing instruments required. |
| | | 5. Office/Workshop Facilities |
| | | Local office/workshop in Hong Kong SAR is required. Reasonably sized, suitably furnished office and workshop/storage areas. In general, the minimum office area shall be 40 m² and the minimum workshop + storage area shall be 10 m². Documentary evidence (e.g. purchase/lease agreement) to prove right of use shall be produced. |

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Appendix 3C

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| Managing Department: | Architectural Services De | partment |
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|----------------------|---------------------------|----------|

Works Category: Low Voltage Cubicle Switchboard Installation Specialist Contractor

Brief Scope of Category:

The scope of work in this category covers the supply, installation and maintenance of low voltage cubicle switchboard comprising main incoming switchgear, busbars and droppers/risers, outgoing switchgears, instruments and protection devices, etc. all in a type tested assembly.

Definition of Probationary Status[#] (Para. 3.5.3 is not applicable for this category)

Eligible for the award of a maximum of two contracts/subcontracts provided that the total value of works in this category does not exceed \$3.4 million

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Not applicable for new application for admission. (Only applicable for existing probationary contractor)

* See Remarks (1) on the end page of this Appendix,

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Page 234 of this Appendix

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Appendix 3C

Page 119 of 249

Appendix 3C

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| A. Entry on Probation | B. Confirmation | C. Direct Entry | |
|-----------------------|--|--|--|
| Not Applicable | The following shall only be applicable to existing probationary contractor: | 1. Job Experience General | |
| | (1) The applicant has satisfactorily completed, within the past 12 months, at least one public works contract let by a Works Department; and | (1) The applicant shall have adequate experience in the type and size of work of the category, with satisfactory quality of work compatible with Government standard; and | |
| | (2) This contract shall be direct contract, which was signed between the applicant and the employer of the concerned project; and | (2) The applicant shall have adequate experience in contract management of work of the category, solely | |
| | (3) All statutory forms such as the Work Completion (Part of an Installation) Certificate (i.e. Form WR1 (A)) shall be issued under the name of the applicant; and | and fully, including coordination with building contractor and other building services / electrical and mechanical contractors; and | |
| | (4) The scope of work for this contract must fulfill all the following requirements: | (3) For job experience outside the HKSAR, evidences as stipulated under para. 2.4.5 of the CMH must also be produced to the satisfaction of the Secretary for the Environment, Transport and Works; otherwise, it will | |
| | (a) Contract value of the work related to the category under application for confirmation exceeds \$0.5M; and | not be considered as a valid job reference. Job Reference for Inspection (In addition to the above, every | |
| | (b) The rating of the main incoming switchgear is not less than 2500A or with power rating not less than 1500kVA; and | job submitted by the applicant shall fulfill all requirements set out below; otherwise, it will not be considered as a valid job reference) | |
| | (c) The contract shall cover major scope of works as described in the "Brief Scope of Category"; and | (4) The applicant shall submit at least 2 contracts, which were completed within the past 3 years for site inspection; and | |
| | (d) If the contract is a term contract, all of the above requirements 4 (a) and 4 (c) shall be fulfilled in one works order. | (5) At least one of the above 2 contracts shall be completed within the past 12 months or at final stage; and | |
| | (5) Subcontract will not be considered as valid job reference unless it can satisfy all of the following requirements, in addition to all the above stated | (6) These 2 contracts shall be direct contract, which was signed between the applicant and the employer of the concerned project; and | |
| | requirements: (a) The subcontract shall include all the relevant work as described under the "Brief Scope of | (7) All statutory forms such as the Work Completion Certificate (i.e. Form WR1) shall be issued under the name of the applicant; and | |
| | Category" covered in the main contract; and (b) The applicant shall have undertaken the full | (8) The applicant shall be able to arrange joint site inspections for the government's examination of the quality and workmanship of the submitted job | |
| Appendix 3C | scope of work covered in the subcontract, solely | reference within normal office hours; and Page 120 of 249 | |

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| A. Entry on Probation | B. Confirmation | C. Direct Entry |
|-----------------------|---|---|
| | and fully, including contract management; and (c) The party by which the applicant is awarded with the subcontract, and the upstream contracting parties up to and including the main contractor, which is the company awarded with the direct contract by the employer of the concerned project, all shall not be the low | (9) The scope of work for each of these 2 contracts must fulfill all of the following requirements: (a) Contract value of the work related to the category under application for inclusion exceeds \$1M; and |
| | voltage cubicle switchboard installation contractor for the project work. | (b) The rating of the main incoming switchgear is not less than 2500A or with power rating not less than 1500kVA; and |
| | | (c) The contract shall cover major scope of works as described in the "Brief Scope of Category". |
| | | (10) Subcontract will not be considered as valid job reference unless it can satisfy all of the following requirements, in addition to all the above stated requirements: |
| | | (a) The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and |
| | | (b) The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and |
| | | (c) The party by which the applicant is awarded with the subcontract, and the upstream contracting parties up to and including the main contractor, which is the company awarded with the direct contract by the employer of the concerned project, all shall not be the low voltage cubicle switchboard installation contractor for the project work; and |
| | | (d) The applicant must present documentary evidence to prove the above requirements are met and such evidence must be substantiated by all the relevant upstream contracting parties as mentioned at (c) above including letters from them, which must be signed by their authorized signatories to confirm that the applicant has met the above requirements in the subcontract; and |

Appendix 3C Page 121 of 249 刪除: 234

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Appendix 3C

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Minimum Technical & Management Criteria for Admission, Confirmation and Promotion of Contractors for the Specialist List

A. Entry on Probation

Notwithstanding the above, the Managing Department may seek references on the applicant's technical and managerial capabilities from the employer, the relevant parties of the concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant from the relevant

C. Direct Entry

Registration with relevant authorities in Hong Kong (such as Quality Management System Certification, **Building Authority etc.)**

parties of the concerned project.

Statutory Registration

The applicant shall be a Registered Electrical Contractor registered under Electricity Ordinance, Cap. 406 and have full time technical staff (meeting the relevant statutory registration requirement) of number not less than that described in the Section "Technical Staff".

Technical Staff (See Annex 1 for definition of Staff **Oualification**)

Technical Support Staff

Employ adequate nos. of technicians, site supervisors and draftsmen with adequate and relevant academic qualification and working experience.

Technician 1 no. Site supervisor 1 no. Draftsman 1 no.

Craftsman

Employ adequate nos. of Electrician/Mechanical Fitter

Minimum score required 40 marks Oualified Electrician/Mechanical Fitter 20 marks Intermediate Electrician/Mechanical Fitter 15 marks Ordinary Electrician/Mechanical Fitter 8 marks

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Appendix 3C Page 122 of 249

B. Confirmation

Appendix 3C

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| Statutory Registration The applicant shall have staff meeting the following statutory registration requirements: Registered Electricity Ordinance, Cap. 406, Grade C2 – 1 no. (minimum) Registered Electricity Ordinance, Cap. 406, Grade C2 – 1 no. (minimum) Registered Electricity Ordinance, Cap. 406, Grade E2 – 2 nos. (minimum) | A. Entry on Probation | B. Confirmation | C. Direct Entry |
|--|-----------------------|-----------------|---|
| statutory registration requirements: Registered Electrical Worker (REW) registered under Electricity Ordinance, Cap. 406. Grade C2 – 1 no. (minimum) Registered Electrical Worker (REW) registered under Electricity Ordinance, Cap. 406. Grade B2 – 2 nos. (minimum) The REW can be the Technical Support Staff or Craftsman 1. Plant and Equipment **Control Ball States** Adequate modern drafting and computing facilities; minimum 1 no. CAD terminal. Adequate nos. of calibrated testing instruments and equipment/tools for carrying out installation, operation, maintenance and testing/commissioning services; valid calibration certificates for testing instruments shall be available. Refer Annex 21 for list of typical equipment/tools and testing instruments required. 5. Office/Workshop Facilities Local office/workshop in Hong Kong SAR is required. Reasonably sized, suitably furnished office and workshop/storage areas, In general, the minimum office area shall be 18 m.* Documentary evidence (e.g., purchase) lease agreement) to prove right of use shall be produced. 6. Others Design Electrical Electrical Worker (REW) registered under Electrical Worker (and the minimum orbit of use shall be produced. Type test certificates for switchboard as required by. | | | Statutory Registration |
| under Electricity Ordinance, Cap. 406. Grade C2 - 1 no. (minimum) Registered Electricial Worker (REW) registered under Electricity Ordinance, Cap. 406. Grade B2 - 2 nos. (minimum) The REW can be the Technical Support Staff or Craftsman 4. Plant and Equipment**Cec. Resurbs so the end noce of this Augustion. Adequate modern drafting and computing facilities; minimum 1 no. CAD terminal. Adequate modern drafting and computing facilities; minimum 1 no. CAD terminal. Adequate nos of calibrated testing instruments and equipment/fools for carrying out installation, operation, maintenance and testing commissioning services; valid and a commissioning services. 5. Office/Workshop Facilities Local office/workshop in Hong Kong SAR is required. Reasonably sized, suitably furnished office and workshop' storage areas. In general, the minimum office area shall be 40 m² and the minimum workshop + storage area shall be 180 m². Decumentary evidence (e.g. purchase/ lease agreement) to prove right of use shall be roduced. 6. Others Design EEG 60439 Applicant to prove that switchboard is designed to the relevant IEC or equivalent standard; A motor control centre alone shall not be acceptable. Type test certificates for switchboard as required by. | | | The applicant shall have staff meeting the following statutory registration requirements: |
| under Electricity Ordinance, Cap. 406. Grade B2 – 2 nos., (minimum) The REW can be the Technical Support Staff or Craftsman 4. Plant and Equipment **Geo. Remarks on the not use of this Appetuits* Adequate modern drafting and computing facilities; minimum 1 no. CAD terminal. Adequate nos. of calibrated testing instruments and equipment/tools for carrying out installation, operation, maintenance and testing/commissioning services; valid calibration certificates for testing instruments shall be available. Refer Annex 21 for list of typical equipment/tools and testing instruments required. 5. Office/Workshop Facilities Local office/workshop in Hong Kong SAR is required. Reasonably sized, suitably furnished office and workshop' storage areas, In general, the minimum office area shall be 40 m² and the minimum workshop + storage areas shall be 40 m². Documentary evidence (e.g. purchase/ lease agreement) to prove right of use shall be produced. 6. Others Design IEC 60439 Applicant to prove that switchboard is designed to the relevant IEC or equivalent standard. A motor control centre alone shall not be acceptable. Type test certificates for switchboard as required by. | | | under Electricity Ordinance, Cap. 406. Grade C2 – 1 |
| 4. Plant and Equipment "See Remarks on the cold page of this Augusted States and the cold page of this Augusted States and the cold page of this minimum I no. CAD terminal. Adequate nos. of calibrated testing instruments and equipment/tools for carrying out installation, operation, maintenance and testing/commissioning services; valid calibration certificates for testing instruments shall be available. Refer Annex 21 for list of typical equipment/tools and testing instruments required. 5. Office/Workshop Facilities Local office/workshop in Hong Kong SAR is required. Reasonably sized, suitably furnished office and workshop/ storage areas. In general, the minimum office area shall be 40 m² and the minimum workshop + storage area shall be 180 m². Documentary evidence (e.g. purchase/ lease agreement) to prove right of use shall be produced. 6. Others Design IEC 60439 Applicant to prove that switchboard is designed to the relevant IEC or equivalent standard; A motor control centre alone shall not be acceptable. Type test certificates for switchboard as required by. | | | under Electricity Ordinance, Cap. 406. Grade B2 – 2 |
| Adequate modern drafting and computing facilities; minimum I no. CAD terminal. Adequate nos. of calibrated testing instruments and equipment/tools for carrying out installation, operation, maintenance and testing/commissioning services; valid calibration certificates for testing instruments shall be available. Refer Annex 21 for list of typical equipment/tools and testing instruments required. 5. Office/Workshop Facilities Local office/workshop in Hong Kong SAR is required. Reasonably sized, suitably furnished office and workshop/storage areas. In general, the minimum office area shall be 40 m² and the minimum workshop + storage area shall be 180 m². Documentary evidence (e.g. purchase/ lease agreement) to prove right of use shall be produced. 6. Others Design IEC 60439 Applicant to prove that switchboard is designed to the relevant IEC or equivalent standard; A motor control centre alone shall not be acceptable. Type test certificates for switchboard as required by. | | | The REW can be the Technical Support Staff or Craftsman |
| minimum I no. CAD terminal. Adequate nos. of calibrated testing instruments and equipment/tools for carrying out installation, operation, maintenance and testing/commissioning services; valid calibration certificates for testing instruments shall be available. Refer Annex 21 for list of typical equipment/tools and testing instruments required. 5. Office/Workshop Facilities Local office/workshop in Hong Kong SAR is required. Reasonably sized, suitably furnished office and workshop/ storage areas. In general, the minimum office area shall be 40 m² and the minimum workshop + storage area shall be 180 m². Documentary evidence (e.g. purchase/ lease agreement) to prove right of use shall be produced. 6. Others Design IEC 60439 Applicant to prove that switchboard is designed to the relevant IEC or equivalent standard; A motor control centre alone shall not be acceptable. Type test certificates for switchboard as required by | | | 4. Plant and Equipment **(See Remarks on the end page of this Appendix) |
| Local office/workshop in Hong Kong SAR is required. Reasonably sized, suitably furnished office and workshop/ storage areas. In general, the minimum office area shall be 40 m² and the minimum workshop + storage area shall be 180 m². Documentary evidence (e.g. purchase/ lease agreement) to prove right of use shall be produced. 6. Others Design IEC 60439 Applicant to prove that switchboard is designed to the relevant IEC or equivalent standard; A motor control centre alone shall not be acceptable. Type test certificates for switchboard as required by | | | minimum 1 no. CAD terminal. Adequate nos. of calibrated testing instruments and equipment/tools for carrying out installation, operation, maintenance and testing/commissioning services; valid calibration certificates for testing instruments shall be available. Refer Annex 21 for list of typical |
| Reasonably sized, suitably furnished office and workshop/ storage areas. In general, the minimum office area shall be 40 m² and the minimum workshop + storage area shall be 180 m². Documentary evidence (e.g. purchase/ lease agreement) to prove right of use shall be produced. 6. Others Design IEC 60439 Applicant to prove that switchboard is designed to the relevant IEC or equivalent standard; A motor control centre alone shall not be acceptable. Type test certificates for switchboard as required by | | | 5. Office/Workshop Facilities |
| Design IEC 60439 Applicant to prove that switchboard is designed to the relevant IEC or equivalent standard; A motor control centre alone shall not be acceptable. Type test certificates for switchboard as required by | | | Reasonably sized, suitably furnished office and workshop/ storage areas. In general, the minimum office area shall be 40 m ² and the minimum workshop + storage area shall be 180 m ² . Documentary evidence (e.g. purchase/ lease agreement) to prove right of use |
| Applicant to prove that switchboard is designed to the relevant IEC or equivalent standard; A motor control centre alone shall not be acceptable. Type test certificates for switchboard as required by | | | 6. Others |
| | | | IEC 60439 Applicant to prove that switchboard is designed to the relevant IEC or equivalent standard; A motor control |
| Appendix 3C Page 123 of <u>249</u> | | | Type test certificates for switchboard as required by |
| | Appendix 3C | | Page 123 of <u>249</u> |

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| A. Entry on Probation | B. Confirmation | C. Direct Entry |
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| | | IEC 60439-1 temperature-rise limit test dielectric properties test short-circuit withstand strength test effectiveness of protective circuit test clearances & creepage distance test mechanical operation test degree of protection test |
| | | Tests shall be on a whole switchboard and NOT simply on the busbar system; and the above type tests shall be certified by an internationally recognized testing organization, e.g. ASTA. |
| | | Air circuit breakers Applicant to provide proof of compliance of relevant standards IEC 60947-2. |
| | | Switchfuse/fuseswitch Applicant to provide proof of compliance of relevant standards IEC 60947-3. |
| | | H.R.C. fuses Applicant to provide proof of compliance of relevant standards IEC 60269 or BS 88. |
| | | Busbars Applicant to provide proof of compliance of relevant standards BS 1433. |
| | | Permit to use in Government projects Only those configurations with type tests certificates and materials with poof of compliance with the above standards can be offered for Government projects. |
| | | Authorized Agency Agreement between principals and applicant, including agreements proving applicant's rights to manufacture, etc. shall be provided. |

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Appendix 3C

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| Managing Department: | Architectural Services Department |
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Works Category: Mechanical Handling and Lifting Installation Specialist Contractor

Brief Scope of Category:

The scope of work in this category covers the supply, installation and maintenance of mechanical handling and lifting installation including crane, hoist, conveyor system, mechanical storage system, movable boarding facility etc.

Definition of Probationary Status[#] (Para. 3.5.3 is not applicable for this category)

Eligible for the award of a maximum of two contracts/subcontracts provided that the total value of works in this category does not exceed \$3.4 million

* See Remarks (1) on the end page of this Appendix

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Page 234 of this Appendix

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Appendix 3C

Page 125 of 249

Appendix 3C

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| | A. Entry on Probation | B. Confirmation | | C. Direct Entry | | |
|-------|--|-----------------|--------------|---|----------------|--|
| 1. Jo | b Experience | (1) | past 1 | pplicant has satisfactorily completed, within the 2 months, at least one public works contract let | 1. Jo Gener | ob Experience ral |
| (1) | The applicant shall have adequate experience in the type and size of work of the category, with satisfactory quality of work compatible with Government standard; and | (2) | This o | Works Department; and contract shall be direct contract, which was signed the applicant and the employer of the rned project; and | (1) | The applicant shall have adequate experience in the type and size of work of the category, with satisfactory quality of work compatible with Government standard; and |
| (2) | The applicant shall have adequate experience in contract management of work of the category, solely and fully, including coordination with building contractor and other building services / electrical and mechanical contractors; and | (3) | of an be iss | atutory forms such as the Work Completion (Part Installation) Certificate (i.e. Form WR1 (A)) shall used under the name of the applicant; and cope of work for this contract must fulfill all the | (2) | The applicant shall have adequate experience in contract management of work of the category, solely and fully, including coordination with building contractor and other building services / electrical and mechanical contractors; and |
| (3) | For job experience outside the HKSAR, evidences as stipulated under para. 2.4.5 of the CMH must also be produced to the satisfaction of the Secretary for the Environment, Transport and Works; otherwise, it will not be considered as a valid job reference. | | (a) (b) | contract value of the work related to the category under application for confirmation exceeds \$0.5M; and | (3) | For job experience outside the HKSAR, evidences as stipulated under para. 2.4.5 of the CMH must also be produced to the satisfaction of the Secretary for the Environment, Transport and Works; otherwise, it will not be considered as a valid job reference. |
| job s | Reference for Inspection (In addition to the above, every submitted by the applicant shall fulfill all requirements out below; otherwise, it will not be considered as a valid reference) | | (c) | described in the "Brief Scope of Category"; and If the contract is a term contract, all of the above requirements 4 (a) and 4 (b) shall be fulfilled in one works order. | job s set o | Reference for Inspection (In addition to the above, every ubmitted by the applicant shall fulfill all requirements ut below; otherwise, it will not be considered as a valid eference) |
| (4) | The applicant shall submit at least 2 contracts, which were completed within the past 3 years for site inspection; and | (5) | refere | ontract will not be considered as valid job once unless it can satisfy all of the following rements, in addition to all the above stated | (4) | The applicant shall submit at least 2 contracts, which were completed within the past 3 years for site inspection; and |
| (5) | At least one of the above 2 contracts shall be completed within the past 12 months or at final stage; and | | | The subcontract shall include all the relevant work as described under the "Brief Scope of | (5) | At least one of the above 2 contracts shall be completed within the past 12 months or at final stage; and |
| (6) | These 2 contracts shall be direct contract, which was signed between the applicant and the employer of the concerned project; and | | (b) | Category" covered in the main contract; and The applicant shall have undertaken the full scope of work covered in the subcontract, solely | (6) | These 2 contracts shall be direct contract, which was signed between the applicant and the employer of the concerned project; and |
| (7) | All statutory forms such as the Work Completion (Part of an Installation) Certificate (i.e. Form WR1 (A)) shall be issued under the name of the applicant; and | | (c) | and fully, including contract management; and The party by which the applicant is awarded with the subcontract, and the upstream | (7) | All statutory forms such as the Work Completion (Part of an Installation) Certificate (i.e. Form WR1 (A)) shall be issued under the name of the applicant; and |
| (8) | The applicant shall be able to arrange joint site inspections for the government's examination of the quality and workmanship of the submitted job reference within normal office hours; and | | | contracting parties up to and including the main contractor, which is the company awarded with the direct contract by the employer of the concerned project, all shall not be the | (8) | The applicant shall be able to arrange joint site inspections for the government's examination of the quality and workmanship of the submitted job reference within normal office hours; and |

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Appendix 3C Page 126 of 249

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Minimum Technical & Management Criteria for Admission, Confirmation and Promotion of Contractors for the Specialist List

| | | A. Entry on Probation | B. Confirmation | | C. Direct Entry |
|-------|------------------|---|---|------|---|
| (9) | | cope of work for each of these 2 contracts must all of the following requirements: | mechanical handling and lifting installation contractor for the project work. | (9) | The scope of work for each of these 2 contracts must fulfill all of the following requirements: |
| | (a) | Contract value of the work related to the category under application for inclusion exceeds \$0.5M; and | | | (a) Contract value of the work related to the category under application for inclusion exceeds \$1M; and |
| | (b) | The contract shall cover the nature of works as described in the "Brief Scope of Category". | | | (b) The contract shall cover the nature of works as described in the "Brief Scope of Category". |
| (10) | refere requir | ontract will not be considered as valid job ence unless it can satisfy all of the following rements, in addition to all the above stated rements: | | (10) | Subcontract will not be considered as valid job reference unless it can satisfy all of the following requirements, in addition to all the above stated requirements: |
| | (a) | The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and | | | (a) The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and |
| | (b) | The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and | | | (b) The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and |
| | (c) | The party by which the applicant is awarded with the subcontract, and the upstream contracting parties up to and including the main contractor, which is the company awarded with the direct contract by the employer of the concerned project, all shall not be the mechanical handling and lifting installation contractor for the project work; and | | | (c) The party by which the applicant is awarded with the subcontract, and the upstream contracting parties up to and including the main contractor, which is the company awarded with the direct contract by the employer of the concerned project, all shall not be the mechanical handling and lifting installation contractor for the project work; and |
| | (d) | The applicant must present documentary evidence to prove the above requirements are met and such evidence must be substantiated by all the relevant upstream contracting parties as mentioned at (c) above including letters from them, which must be signed by their authorized signatories to confirm that the applicant has met the above requirements in the subcontract; and | | | (d) The applicant must present documentary evidence to prove the above requirements are met and such evidence must be substantiated by all the relevant upstream contracting parties as mentioned at (c) above including letters from them, which must be signed by their authorized signatories to confirm that the applicant has met the above requirements in the subcontract; and |
| Apper | (e) | Notwithstanding the above, the Managing Department may seek references on the applicant's technical and managerial capabilities from the employer, the relevant parties of the | | | (e) Notwithstanding the above, the Managing Department may seek references on the applicant's technical and managerial capabilities from the employer, the relevant parties of the |

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Page 127 of 249 Appendix 3C

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| concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant from the relevant parties of the concerned project. 2. Registration with relevant authorities in Hong Kong (such as Quality Management System Certification, Building Authority etc.) Statutory Registration The applicant shall be a Registered Electrical Contractor registered under Electricity Ordinance, Cap. 406 and have full time technical staff (meeting the relevant auttory registration) to number not less than that described in the Section "Technical Staff". 3. Technical Staff (See Annex 1 for definition of Staff Qualified Engineer Employ at least 1 no. qualified engineer (Mechanical discipline) with adequate and relevant project management experience. Technical Support Staff Employ and adequate nos. of technicians, site supervisors and draftsmen with adequate and relevant academic qualification and working experience. Technician 2 nos. Site supervisor 2 nos. Site supervisor 2 nos. Employ adequate nos. of craftsman in the following trades (A) Mechanical Fitter Cancel and project and other sources or confirmation on the authenticity of the proof provided by the applicant from the parties on the provision of provided by the applicant from the relevant authorities in the netward parties of provided by the applicant from the relevant authorities in Hong Kong (such as Qualify Management System Certification, Building Authority etc.) Statutory Registration The applicant shall be a Registered Electrical Contractor registered under Electricity Ordinance, Cap. 406 and have full time technical staff (meeting the relevant attention registered under Electricity Ordinance, Cap. 406 and have full time technical staff (meeting the relevant attention of number not less than that described in the Section "Technical Staff (See Annex 1 for definition of Staff Qualification) Opalified Engineer Employ at a not a partie of the section of the staff (meeting the relevant academic qualification) The supervis | A. Entry on Probation | B. Confirmation | C. Direct Entry |
|--|---|-----------------|---|
| (such as Quality Management System Certification, Building Authority etc.) Statutory Registration The applicant shall be a Registered Electrical Contractor registered under Electricity Ordinance, Cap. 406 and have full time technical staff (meeting the relevant statutory registration requirement) of number not less than that described in the Section "Technical Staff". 3. Technical Staff (See Annex 1 for definition of Staff Qualification) Qualified Engineer Employ at least 1 no. qualified engineer (Mechanical discipline) with adequate and relevant project management experience. Technical Support Staff Employ adequate nos. of technicians, site supervisors and draftsmen with adequate and relevant academic qualification and working experience. Employ adequate nos. of craftsman in the following trades (such as Quality Management System Certification, Building Authority etc.) Statutory Registration Statutory Registration Statutory Registration Statutory Registration Statutory Registration The applicant shall be a Registered Electrical Contractor registered under Electricity Ordinance, Cap. 406 and have full time technical Staff (See Annex 1 for definition of Staff Contractor registration requirement) of number not less than that described in the Section "Technical Staff" (See Annex 1 for definition of Staff Qualification) Oualified Engineer Employ at least 1 no. qualified engineer (Mechanical discipline) with adequate and relevant project management experience. Technical Support Staff Employ adequate nos. of technicians, site supervisors and draftsmen with adequate and relevant academic qualification and working experience. Technician 2 nos. Site supervisor 2 nos. Draftsman 1 no. Craftsman Employ adequate nos. of craftsman in the following trades | provided by the applicant from the relevant | | provided by the applicant from the relevant |
| The applicant shall be a Registered Electrical Contractor registered under Electricity Ordinance, Cap. 406 and have full time technical staff (meeting the relevant statutory registration requirement) of number not less than that described in the Section "Technical Staff". 3. Technical Staff (See Annex 1 for definition of Staff Qualification) Oualified Engineer Employ at least 1 no. qualified engineer (Mechanical discipline) with adequate and relevant project management experience. Technical Support Staff Employ adequate nos. of technicians, site supervisors and draftsmen with adequate and relevant academic qualification and working experience. Technician 2 nos. Site supervisor 2 nos. Site supervisor 2 nos. Site supervisor 3 negligible of the following trades The applicant shall be a Registered Electrical Contractor registered under Electricity Ordinance, Cap. 406 and have full time technical staff (Contractor registered under Electricity Ordinance, Cap. 406 and have full time technical staff (not have the prevant statutory registration requirement) of number not less than that described in the Section "Technical Staff". 3. Technical Staff (See Annex 1 for definition of Staff Qualification) Oualified Engineer Employ a least 1 no. qualified engineer (Mechanical discipline) with adequate and relevant project management experience. Technical Support Staff Employ adequate nos. of technicians, site supervisors and draftsmen with adequate and relevant academic qualification and working experience. Technician 2 nos. Site supervisor 2 nos. Site supervisor 2 nos. Site supervisor 2 nos. Site supervisor 2 nos. Oraftsman 1 no. Craftsman Employ adequate nos. of craftsman in the following trades | (such as Quality Management System Certification, | | (such as Quality Management System Certification, |
| Contractor registered under Electricity Ordinance, Cap. 406 and have full time technical staff (meeting the relevant statutory registration requirement) of number not less than that described in the Section "Technical Staff". 3. Technical Staff (See Annex 1 for definition of Staff Qualification) Qualified Engineer Employ at least 1 no. qualified engineer (Mechanical discipline) with adequate and relevant project management experience. Technical Support Staff Employ adequate nos. of technicians, site supervisors and draftsmen with adequate and relevant academic qualification and working experience. Technical In 2 nos. Site supervisor 2 nos. Draftsman Employ adequate nos. of craftsman in the following trades Contractor registered under Electricity Ordinance, Cap. 406 and have full time technical staff (under an event of the relevant statutory registration requirement) of number not less than that described in the Section "Technical Staff (See Annex 1 for definition of Staff Qualification) 3. Technical Staff (See Annex 1 for definition of Staff Qualification) Qualified Engineer Employ at least 1 no. qualified engineer (Mechanical discipline) with adequate and relevant project management experience. Technical Support Staff Employ adequate nos. of technicians, site supervisors and draftsmen with adequate and relevant academic qualification and working experience. Technician 2 nos. Site supervisor 2 nos. Draftsman 1 no. Craftsman Employ adequate nos. of craftsman in the following trades | Statutory Registration | | Statutory Registration |
| Qualification)Qualification)Qualification)Qualification)Qualified EngineerEmploy at least 1 no. qualified engineer (Mechanical discipline) with adequate and relevant project management experience.Employ at least 1 no. qualified engineer (Mechanical discipline) with adequate and relevant project management experience.Technical Support StaffTechnical Support StaffEmploy adequate nos. of technicians, site supervisors and draftsmen with adequate and relevant academic qualification and working experience.Employ adequate nos. of technicians, site supervisors and draftsmen with adequate and relevant academic qualification and working experience.Technician2 nos. Site supervisor2 nos. Site supervisorDraftsman1 no.CraftsmanCraftsman1 no.Employ adequate nos. of craftsman in the following tradesEmploy adequate nos. of craftsman in the following trades | Contractor registered under Electricity Ordinance, Cap. 406 and have full time technical staff (meeting the relevant statutory registration requirement) of number not less than that described in the Section "Technical | | Contractor registered under Electricity Ordinance, Cap. 406 and have full time technical staff (meeting the relevant statutory registration requirement) of number not less than that described in the Section "Technical |
| Employ at least 1 no. qualified engineer (Mechanical discipline) with adequate and relevant project management experience. Technical Support Staff Employ adequate nos. of technicians, site supervisors and draftsmen with adequate and relevant academic qualification and working experience. Technician 2 nos. Site supervisors 2 nos. Draftsman 1 no. Craftsman Employ at least 1 no. qualified engineer (Mechanical discipline) with adequate and relevant project management experience. Technicial Support Staff Employ adequate nos. of technicians, site supervisors and draftsmen with adequate and relevant academic qualification and working experience. Technician 2 nos. Site supervisor 2 nos. Draftsman 1 no. Craftsman Employ adequate nos. of craftsman in the following trades Employ adequate nos. of craftsman in the following trades | | | |
| discipline) with adequate and relevant project management experience. Technical Support Staff Employ adequate nos. of technicians, site supervisors and draftsmen with adequate and relevant academic qualification and working experience. Technician Technician Employ adequate nos. of technicians, site supervisors and draftsmen with adequate and relevant academic qualification and working experience. Technician Technician 2 nos. Site supervisor 2 nos. Draftsman 1 no. Craftsman Employ adequate nos. of craftsman in the following trades Technician Employ adequate nos. of craftsman in the following trades | Qualified Engineer | | Qualified Engineer |
| Employ adequate nos. of technicians, site supervisors and draftsmen with adequate and relevant academic qualification and working experience. Technician 2 nos. Site supervisor 2 nos. Draftsman 1 no. Craftsman Employ adequate nos. of technicians, site supervisors and draftsmen with adequate and relevant academic qualification and working experience. Technician 2 nos. Site supervisor 2 nos. Draftsman 1 no. Craftsman Employ adequate nos. of craftsman in the following trades Employ adequate nos. of craftsman in the following trades | discipline) with adequate and relevant project | | discipline) with adequate and relevant project |
| and draftsmen with adequate and relevant academic qualification and working experience. Technician 2 nos. Site supervisor 2 nos. Draftsman 1 no. Craftsman Employ adequate nos. of craftsman in the following trades and draftsmen with adequate and relevant academic qualification and working experience. Technician 2 nos. Site supervisor 2 nos. Draftsman 1 no. Craftsman Employ adequate nos. of craftsman in the following trades | Technical Support Staff | | Technical Support Staff |
| Site supervisor 2 nos. Draftsman 1 no. Craftsman Employ adequate nos. of craftsman in the following trades Site supervisor 2 nos. Draftsman 1 no. Craftsman Employ adequate nos. of craftsman in the following trades | and draftsmen with adequate and relevant academic | | and draftsmen with adequate and relevant academic |
| Employ adequate nos. of craftsman in the following trades Employ adequate nos. of craftsman in the following trades | Site supervisor 2 nos. | | Site supervisor 2 nos. |
| trades trades | <u>Craftsman</u> | | <u>Craftsman</u> |
| (A) Mechanical Fitter (A) Mechanical Fitter | | | |
| | (A) Mechanical Fitter | | (A) Mechanical Fitter |

Appendix 3C Page 128 of <u>249</u> 刪除: 234

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| A. Entry on Probation | B. Confirmation | C. Direct Entry |
|--|-----------------|---|
| Minimum score required 20 marks Qualified Mechanical Fitter 20 marks Intermediate Mechanical Fitter 15 marks Ordinary Mechanical Fitter 8 marks | | Minimum score required 20 marks Qualified Mechanical Fitter 20 marks Intermediate Mechanical Fitter 15 marks Ordinary Mechanical Fitter 8 marks |
| (B) Electrician Minimum score required 20 marks Qualified Electrician 20 marks Intermediate Electrician 15 marks Ordinary Electrician 8 marks Statutory Registration | | (B) Electrician Minimum score required 20 marks Qualified Electrician 20 marks Intermediate Electrician 15 marks Ordinary Electrician 8 marks Statutory Registration |
| The applicant shall have staff meeting the following statutory registration requirements: | | The applicant shall have staff meeting the following statutory registration requirements: |
| Registered Electrical Worker (REW) registered under Electricity Ordinance, Cap. 406. Grade A0 − 1 no. (minimum) | | Registered Electrical Worker (REW) registered under Electricity Ordinance, Cap. 406. Grade A0 – 1 no. (minimum) |
| The REW can be the Qualified Engineer, Technical Support Staff or Craftsman. | | The REW can be the Qualified Engineer, Technical Support Staff or Craftsman. |
| Qualified Welder | | Qualified Welder |
| Employ adequate nos. of Qualified Welder (QW) | | Employ adequate nos. of Qualified Welder (QW) |
| QW 1 no. | | QW 1 no. |
| The QW can be the Qualified Engineer, Technical Support Staff or Craftsman. | | The QW can be the Qualified Engineer, Technical Support Staff or Craftsman. |
| 4. Plant and Equipment **(See Remarks on the end page of this Appendix) | | 4. Plant and Equipment **(See Remarks on the end page of this Appendix) |
| Adequate modern drafting and computing facilities; minimum 1 no. CAD terminal. Adequate nos. of calibrated testing instruments and equipment/tools for carrying out installation, operation, maintenance and testing/commissioning services; valid calibration certificates for testing instruments shall be available. Refer Annex 22 for list of typical equipment/tools and testing instruments | | Adequate modern drafting and computing facilities; minimum 1 no. CAD terminal. Adequate nos. of calibrated testing instruments and equipment/tools for carrying out installation, operation, maintenance and testing/commissioning services; valid calibration certificates for testing instruments shall be available. Refer Annex 22 for list of typical equipment/tools and testing instruments |
| Appendix 3C | | Page 129 of <u>249</u> |

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| | A. Entry on Probation | B. Confirmation | C. Direct Entry |
|----|--|-----------------|--|
| | required. | | required. |
| 5. | Office/Workshop Facilities | | 5. Office/Workshop Facilities |
| | Local office/workshop in Hong Kong SAR is required. Reasonably sized, suitably furnished office and workshop/storage areas. In general, the minimum office area shall be 40 m² and the minimum workshop + storage area shall be 40 m². Documentary evidence (e.g. purchase/lease agreement) to prove right of use shall be produced. | | Local office/workshop in Hong Kong SAR is required. Reasonably sized, suitably furnished office and workshop/storage areas. In general, the minimum office area shall be 40 m² and the minimum workshop + storage area shall be 40 m². Documentary evidence (e.g. purchase/lease agreement) to prove right of use shall be produced. |
| 6. | Others | | 6. Others |
| | Authorized Agency Preferably be an authorized agent in HKSAR for essential equipment. Documentary evidence such as authorized agency agreements shall be available. Support from Principal Technical support from principal(s) of relevant agency is desirable. Applicant to demonstrate scope and extent (such as design, backup on installation / maintenance | | Authorized Agency Preferably be an authorized agent in HKSAR for essential equipment. Documentary evidence such as authorized agency agreements shall be available. Support from Principal Technical support from principal(s) of relevant agency is desirable. Applicant to demonstrate scope and extent (such as design, backup on installation / maintenance |
| | etc.) of support. | | etc.) of support. |

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Appendix 3C

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Managing Department: Architectural Services Department

Works Category: Mechanical Plant and Equipment Installation

Specialist Contractor

Group I: Contracts/Subcontracts up to HK\$1.1M

Group II: Contracts/Subcontracts of unlimited value

Brief Scope of Category:

The scope of work in this category covers the general mechanical fabrication, supply, installation and maintenance of mechanical plants and equipment. Typical installations include laundry equipment, waste disposal equipment, vehicle examination facility, garage equipment, bulk fuel storage and dispensing system, pumping system etc.

Definition of Probationary Status[#] (Para. 3.5.3 is not applicable for this category)

Probation to Group I : Eligible for the award of a maximum of two Group I contracts/subcontracts

Probation to Group II : Eligible for the award of any number of Group I contracts/subcontracts; and a maximum of two Group II

contracts/subcontracts exceeding \$1 million provided that the total value of Group II works does not exceed \$3.4 million

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Page 234 of this Appendix

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Not applicable for new application for admission. (Only applicable for existing Group I probationary contractor)

* See Remarks (1) on the end page of this Appendix.

Appendix 3C

Page 131 of 249

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| Group I | Group II |
|-----------------------|--|
| A. Entry on Probation | A. Entry on Probation |
| Not Applicable | 1. Job Experience |
| | <u>General</u> |
| | (1) The applicant shall have adequate experience in the type and size of work of the category, with satisfactory quality of work compatible with Government standard; and |
| | (2) The applicant shall have adequate experience in contract management of work of the category, solely and fully, including coordination with building contractor and other building services / electrical and mechanical contractors; and |
| | (3) For job experience outside the HKSAR, evidences as stipulated under para. 2.4.5 of the CMH must also be produced to the satisfaction of the Secretary for the Environment, Transport and Works; otherwise, it will not be considered as a valid job reference. |
| | <u>Job Reference for Inspection</u> (In addition to the above, every job submitted by the applicant shall fulfill all requirements set out below; otherwise, it will not be considered as a valid job reference) |
| | (4) The applicant shall submit at least 2 contracts, which were completed within the past 3 years for site inspection; and |
| | (5) At least one of the above 2 contracts shall be completed within the past 12 months or at final stage; and |
| | (6) These 2 contracts shall be direct contract, which was signed between the applicant and the employer of the concerned project; and |
| | (7) All statutory forms such as the Work Completion (Part of an Installation) Certificate (i.e. Form WR1 (A)) shall be issued under the name of the applicant; and |
| | (8) The applicant shall be able to arrange joint site inspections for the government's examination of the quality and workmanship of the submitted job reference within normal office hours; and |
| | (9) The scope of work for each of these 2 contracts must fulfill all of the following requirements: |
| | (a) Contract value of the work related to the category under application for inclusion exceeds 180% of Group I tender limit; and |
| | (b) The contract shall cover the nature of works as described in the "Brief Scope of Category". |
| | (10) Subcontract will not be considered as valid job reference unless it can satisfy all of the |
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| Group I | Group II |
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| | following requirements, in addition to all the above stated requirements: |
| | (a) The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and |
| | (b) The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and |
| | (c) The party by which the applicant is awarded with the subcontract, and the upstream contracting parties up to and including the main contractor, which is the company awarded with the direct contract by the employer of the concerned project, all shall not be the mechanical plant and equipment installation contractor for the project work; and |
| | (d) The applicant must present documentary evidence to prove the above requirements are met and such evidence must be substantiated by all the relevant upstream contracting parties as mentioned at (c) above including letters from them, which must be signed by their authorized signatories to confirm that the applicant has met the above requirements in the subcontract; and |
| | (e) Notwithstanding the above, the Managing Department may seek references on the applicant's technical and managerial capabilities from the employer, the relevant parties of the concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant from the relevant parties of the concerned project. |
| | 2. Registration with relevant authorities in Hong Kong (such as Quality Management System Certification, Building Authority etc.) |
| | Statutory Registration |
| | The applicant shall be a Registered Electrical Contactor registered under Electricity Ordinance, Cap. 406 and have full time technical staff (meeting the relevant statutory registration requirement) of number not less than that described in the Section "Technical Staff". |
| | 3. Technical Staff (See Annex 1 for definition of Staff Qualification) |
| | Qualified Engineer |
| | Employ at least 1 no. qualified engineer (Mechanical or Building Services) with adequate and relevant professional and project management experience. |
| | |

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Appendix 3C Page 133 of <u>249</u>

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| Technical Support Staff Employ adequate nos. of technicians, site supervisors and draftsmen with adequal relevant academic qualification and working experience. Technician 2 nos. | nte and |
|--|---------|
| relevant academic qualification and working experience. | ate and |
| | |
| | |
| Site supervisor 4 nos. | |
| Draftsman 2 nos. | |
| <u>Craftsman</u> | |
| Employ adequate nos. of craftsman in the following trades | |
| (A) Electrician Minimum score required 40 ma | rlze |
| Qualified Electrician 20 ma | |
| Intermediate Electrician 15 ma | |
| Ordinary Electrician 8 ma | rks |
| (B) Mechanical Fitter | |
| Minimum score required 40 ma | |
| Qualified Mechanical Fitter 20 ma | |
| Intermediate Mechanical Fitter 15 ma Ordinary Mechanical Fitter 8 ma | |
| Ordinary incenanical ritter | IKS |
| Statutory Registration/Qualified Welder | |
| The applicant shall have staff meeting the following statutory registration requires | nents: |
| Registered Electrical Worker (REW) registered under Electricity Ordinance 406. Grade A2 – 1 no. (minimum) | Cap. |
| The REW can be the Qualified Engineer, Technical Support Staff or the Craftsma | n. |
| Qualified Welder | |
| Employ adequate nos. of Qualified Welder (QW) | |
| QW 1 no. | |
| The QW can be the Qualified Engineer, Technical Support Staff or Craftsman. | |
| | |
| Appendix 2C | |

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Appendix 3C

Page 134 of <u>249</u>

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| Group I | Group II |
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| | 4. Plant and Equipment **(See Remarks on the end page of this Appendix) Adequate modern drafting and computing facilities; minimum 2 nos. CAD terminals. Adequate nos. of calibrated testing instruments and equipment/tools for carrying out installation, operation, maintenance and testing/commissioning services; valid calibration certificates for testing instruments shall be available. Refer to Annex 23 for list of typical equipment/tools and testing instruments required. |
| | 5. Office/Workshop Facilities |
| | Local office/workshop in Hong Kong SAR is required. Reasonably sized, suitably furnished office and workshop/storage areas. In general, the minimum office area shall be 80 m² and the minimum workshop + storage area shall be 70 m². Documentary evidence (e.g. purchase/lease agreement) to prove right of use shall be produced. |
| | 6. Others |
| | Authorized Agency Preferably be an authorized agent in HKSAR for essential equipment. Documentary evidence such as authorized agency agreement shall be available. |
| | Support from Principal Technical support from principal(s) of relevant agency is desirable. Applicant to demonstrate scope and extent (such as design, backup on installation / maintenance etc.) of support. |
| B. Confirmation | B. Confirmation |
| The following shall only be applicable to existing probationary contractor: | (1) The applicant has satisfactorily completed, within the past 12 months, at least one public works contract let by a Works Department; and |
| (1) The applicant has satisfactorily completed, within the past 12 months, at least one public works contract let by a Works Department; and | (2) This contract shall be direct contract, which was signed between the applicant and the employer of the concerned project; and |
| (2) This contract shall be direct contract, which was signed between the applicant and the employer of the concerned project; and | (3) All statutory forms such as the Work Completion (Part of an Installation) Certificate (i.e. |
| (3) All statutory forms such as the Work Completion (Part of an Installation) Certificate (i.e. Form WR1 (A)) shall be issued under the name of the applicant; and | Form WR1 (A)) shall be issued under the name of the applicant; and (4) The scope of work for this contract must fulfill all the following requirements: |
| (4) The scope of work for this contract must fulfill all the following requirements: | (a) Contract value of the work related to the category under application for confirmation exceeds Group I tender limit; and |
| (a) Contract value of the work related to the category under application for confirmation exceeds 50 % of Group I tender limit; and | (b) The contract shall cover the nature of works as described in the "Brief Scope of Category"; and |
| (b) The contract shall cover the nature of works as described in the "Brief Scope of | Caucgory , and |
| Appendix 3C | Page 135 of 249 |

Appendix 3C Page 135 of <u>249</u>

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| | Group I | Group II |
|---|--|---|
| | Category"; and (c) If the contract is a term contract, all of the above requirements 4 (a) to 4 (b) shall be fulfilled in one works order. | (c) If the contract is a term contract, all of the above requirements 4 (a) to 4 (b) shall be fulfilled in one works order. (5) Subcontract will not be considered as valid job reference unless it can satisfy all of the |
| (5) | Subcontract will not be considered as valid job reference unless it can satisfy all of the following requirements, in addition to all the above stated requirements: (a) The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and (b) The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and (c) The party by which the applicant is awarded with the subcontract, and the upstream contracting parties up to and including the main contractor, which is the company awarded with the direct contract by the employer of the concerned project, all shall not be the mechanical plant and equipment installation contractor for the project work. | following requirements, in addition to all the above stated requirements: (a) The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and (b) The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and (c) The party by which the applicant is awarded with the subcontract, and the upstream contracting parties up to and including the main contractor, which is the company awarded with the direct contract by the employer of the concerned project, all shall not be the mechanical plant and equipment installation contractor for the project work. |
| - T | C. Direct Entry ob Experience | C. Direct Entry Not Applicable |
| shal | The applicant shall have adequate experience in the type and size of work of the category, with satisfactory quality of work compatible with Government standard; and The applicant shall have adequate experience in contract management of work of the category, solely and fully, including coordination with building contractor and other building services / electrical and mechanical contractors; and For job experience outside the HKSAR, evidences as stipulated under para. 2.4.5 of the CMH must also be produced to the satisfaction of the Secretary for the Environment, Transport and Works; otherwise, it will not be considered as a valid job reference. Reference for Inspection (In addition to the above, every job submitted by the applicant I fulfill all requirements set out below; otherwise, it will not be considered as a valid job rence) | |
| (4)(5)(6) | The applicant shall submit at least 2 contracts, which were completed within the past 3 years for site inspection; and At least one of the above 2 contracts shall be completed within the past 12 months or at final stage; and These 2 contracts shall be direct contract, which was signed between the applicant and | |
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Appendix 3C Page 136 of 249

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| Form WR1 (A)) shall be issued under the name of the applicant; and (8) The applicant shall be able to arrange joint site inspections for the government's examination of the quality and workmanship of the submitted job reference within normal office hours; and | | | Group I | Group II |
|--|------|-----------------|---|----------|
| Form WRI (A)) shall be issued under the name of the applicant; and (8) The applicant shall be able to arrange joint site inspections for the government's examination of the quality and workmanship of the submitted job reference within normal office hours; and (9) The scope of work for each of these 2 contracts must fulfill all of the following requirements: (a) Contract value of the work related to the category under application for inclusion exceeds 50% Group I tender limit; and (b) The contract shall cover the nature of works as described in the "Brief Scope of Category"; and (10) Subcontract will not be considered as valid job reference unless it can satisfy all of the following requirements, in addition to all the above stated requirements: (a) The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and (b) The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and (c) The party by which the applicant is awarded with the subcontract, and the upstream contracting parties up to and including the main contractor, which is the company awarded with the direct contract by the employer of the concerned project, all shall not be the manufacture plant and equipment installation contractor for the project work; and (d) The applicant must present documentary evidence to prove the above requirements are met and such evidence must be substantiated by all the relevant upstream contracting parties as mentioned at (c) above including letters from them, which must be signed by their authorized signatories to confirm that the applicant has met the above requirements in the subcontract; and the applicant has met the above requirements in the subcontract; and the relevant parties of the concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant from the relevant parties of | | the en | nployer of the concerned project; and | |
| examination of the quality and workmanship of the submitted job reference within normal office hours; and (9) The scope of work for each of these 2 contracts must fulfill all of the following requirements: (a) Contract value of the work related to the category under application for inclusion exceeds 50% Group I tender limit; and (b) The contract shall cover the nature of works as described in the "Brief Scope of Category"; and (10) Subcontract will not be considered as valid job reference unless it can satisfy all of the following requirements, in addition to all the above stated requirements: (a) The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and (b) The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and (c) The parry by which the applicant is awarded with the subcontract, and the upsteam contracting parties up to and including the main contractor, which is the company awarded with the direct contract by the employer of the concerned project, all shall not be the manufacture plant and equipment installation contractor for the project work; and (d) The applicant must present documentary evidence to prove the above requirements are met and such evidence must be substantiated by all the relevant upstream contracting parties as mentioned at (c) above including letters from them, which must be signed by their authorized signatories to confirm that the applicant has met the above requirements in the subcontract; and (e) Notwithstanding the above, the Managing Department may seek references on the applicant prosess the chical and managerial capabilities from the employer, the relevant parties of the concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant from the relevant parties of | (7) | All sta Form | atutory forms such as the Work Completion (Part of an Installation) Certificate (i.e. WR1 (A)) shall be issued under the name of the applicant; and | |
| requirements: (a) Contract value of the work related to the category under application for inclusion exceeds 50% Group I tender limit; and (b) The contract shall cover the nature of works as described in the "Brief Scope of Category"; and (10) Subcontract will not be considered as valid job reference unless it can satisfy all of the following requirements, in addition to all the above stated requirements: (a) The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and (b) The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and (c) The party by which the applicant is awarded with the subcontract, and the upstream contracting parties up to and including the main contractor, which is the company awarded with the direct contract by the employer of the concerned project, all shall not be the manufacture plant and equipment installation contractor for the project work; and (d) The applicant must present documentary evidence to prove the above requirements are met and such evidence must be substantiated by all the relevant upstream contracting parties as mentioned at (c) above including letters from them, which must be signed by their authorized signatories to confirm that the applicant has met the above requirements in the subcontract; and (e) Notwithstanding the above, the Managing Department may seek references on the applicant's technical and managerial capabilities from the employer, the relevant parties of the concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant from the relevant parties of | (8) | exami | ination of the quality and workmanship of the submitted job reference within | |
| exceeds 50% Group I tender limit; and (b) The contract shall cover the nature of works as described in the "Brief Scope of Category"; and (10) Subcontract will not be considered as valid job reference unless it can satisfy all of the following requirements, in addition to all the above stated requirements: (a) The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and (b) The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and (c) The party by which the applicant is awarded with the subcontract, and the upstream contracting parties up to and including the main contractor, which is the company awarded with the direct contract by the employer of the concerned project, all shall not be the manufacture plant and equipment installation contractor for the project work; and (d) The applicant must present documentary evidence to prove the above requirements are met and such evidence must be substantiated by all the relevant upstream contracting parties as mentioned at (c) above including letters from them, which must be signed by their authorized signatories to confirm that the applicant has met the above requirements in the subcontract; and (e) Notwithstanding the above, the Managing Department may seek references on the applicant's technical and managerial capabilities from the employer, the relevant parties of the concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant from the relevant parties of | (9) | | | |
| Category"; and (10) Subcontract will not be considered as valid job reference unless it can satisfy all of the following requirements, in addition to all the above stated requirements: (a) The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and (b) The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and (c) The party by which the applicant is awarded with the subcontract, and the upstream contracting parties up to and including the main contractor, which is the company awarded with the direct contract by the employer of the concerned project, all shall not be the manufacture plant and equipment installation contractor for the project work; and (d) The applicant must present documentary evidence to prove the above requirements are met and such evidence must be substantiated by all the relevant upstream contracting parties as mentioned at (c) above including letters from them, which must be signed by their authorized signatories to confirm that the applicant has met the above requirements in the subcontract; and (e) Notwithstanding the above, the Managing Department may seek references on the applicant has met the above, the Managing Department may seek references on the applicant is technical and managerial capabilities from the employer, the relevant parties of the concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant from the relevant parties of | | (a) | | |
| following requirements, in addition to all the above stated requirements: (a) The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and (b) The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and (c) The party by which the applicant is awarded with the subcontract, and the upstream contracting parties up to and including the main contractor, which is the company awarded with the direct contract by the employer of the concerned project, all shall not be the manufacture plant and equipment installation contractor for the project work; and (d) The applicant must present documentary evidence to prove the above requirements are met and such evidence must be substantiated by all the relevant upstream contracting parties as mentioned at (c) above including letters from them, which must be signed by their authorized signatories to confirm that the applicant has met the above requirements in the subcontract; and (e) Notwithstanding the above, the Managing Department may seek references on the applicant's technical and managerial capabilities from the employer, the relevant parties of the concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant from the relevant parties of | | (b) | | |
| Scope of Category" covered in the main contract; and (b) The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and (c) The party by which the applicant is awarded with the subcontract, and the upstream contracting parties up to and including the main contractor, which is the company awarded with the direct contract by the employer of the concerned project, all shall not be the manufacture plant and equipment installation contractor for the project work; and (d) The applicant must present documentary evidence to prove the above requirements are met and such evidence must be substantiated by all the relevant upstream contracting parties as mentioned at (c) above including letters from them, which must be signed by their authorized signatories to confirm that the applicant has met the above requirements in the subcontract; and (e) Notwithstanding the above, the Managing Department may seek references on the applicant's technical and managerial capabilities from the employer, the relevant parties of the concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant from the relevant parties of | (10) | Subco | ontract will not be considered as valid job reference unless it can satisfy all of the ving requirements, in addition to all the above stated requirements: | |
| subcontract, solely and fully, including contract management; and (c) The party by which the applicant is awarded with the subcontract, and the upstream contracting parties up to and including the main contractor, which is the company awarded with the direct contract by the employer of the concerned project, all shall not be the manufacture plant and equipment installation contractor for the project work; and (d) The applicant must present documentary evidence to prove the above requirements are met and such evidence must be substantiated by all the relevant upstream contracting parties as mentioned at (c) above including letters from them, which must be signed by their authorized signatories to confirm that the applicant has met the above requirements in the subcontract; and (e) Notwithstanding the above, the Managing Department may seek references on the applicant's technical and managerial capabilities from the employer, the relevant parties of the concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant from the relevant parties of | | (a) | | |
| upstream contracting parties up to and including the main contractor, which is the company awarded with the direct contract by the employer of the concerned project, all shall not be the manufacture plant and equipment installation contractor for the project work; and (d) The applicant must present documentary evidence to prove the above requirements are met and such evidence must be substantiated by all the relevant upstream contracting parties as mentioned at (c) above including letters from them, which must be signed by their authorized signatories to confirm that the applicant has met the above requirements in the subcontract; and (e) Notwithstanding the above, the Managing Department may seek references on the applicant's technical and managerial capabilities from the employer, the relevant parties of the concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant from the relevant parties of | | (b) | | |
| requirements are met and such evidence must be substantiated by all the relevant upstream contracting parties as mentioned at (c) above including letters from them, which must be signed by their authorized signatories to confirm that the applicant has met the above requirements in the subcontract; and (e) Notwithstanding the above, the Managing Department may seek references on the applicant's technical and managerial capabilities from the employer, the relevant parties of the concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant from the relevant parties of | | (c) | upstream contracting parties up to and including the main contractor, which is the company awarded with the direct contract by the employer of the concerned project, all shall not be the manufacture plant and equipment installation | |
| relevant parties of the concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant from the relevant parties of | | (d) | requirements are met and such evidence must be substantiated by all the relevant upstream contracting parties as mentioned at (c) above including letters from them, which must be signed by their authorized signatories to confirm that the | |
| | | (e) | relevant parties of the concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant from the relevant parties of | |
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| Group I | Group II |
|--|-----------------|
| 2. Registration with relevant authorities in Hong Kong (such as Quality Management System Certification, Building Authority etc.) | |
| Statutory Registration | |
| The applicant shall be a Registered Electrical Contractor registered under Electricity Ordinance, Cap. 406 and have full time technical staff (meeting the relevant statutory registration requirement) of number not less than that described in the Section "Technical Staff". | |
| 3. Technical Staff (See Annex 1 for definition of Staff Qualification) | |
| Technical Support Staff | |
| Employ adequate nos. of technicians, site supervisors and draftsmen with adequate and relevant academic qualification and working experience. Technician 2 nos. Site supervisor 2 nos. Draftsman 1 no. | |
| <u>Craftsman</u> | |
| Employ adequate nos. of craftsman with adequate relevant experience in the following trades (A) Electrician Minimum score required Qualified Electrician Intermediate Electrician Ordinary Electrician 8 marks | |
| (B) Mechanical Fitter Minimum score required 20 marks Qualified Mechanical Fitter 20 marks Intermediate Mechanical Fitter 15 marks Ordinary Mechanical Fitter 8 marks | |
| Statutory Registration | |
| The applicant shall have staff meeting the following statutory registration requirements: | |
| Registered Electrical Worker (REW) registered under Electricity Ordinance, Cap. 406. Grade A2 − 1 no. (minimum) | |
| The REW can be the Technical Support Staff or Craftsman. | |
| Appendix 3C | Page 138 of 249 |

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Appendix 3C Page 138 of <u>249</u>

Revision B-10 dated 26 March 2013

Appendix 3C

Minimum Technical & Management Criteria for Admission, Confirmation and Promotion of Contractors for the Specialist List

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| Group I | Group II |
|---|----------|
| 4. Plant and Equipment **(See Remarks on the end page of this Appendix) | |
| Adequate modern drafting and computing facilities, minimum 1 no. CAD terminal. Adequate nos. of calibrated testing instruments and equipment/tools for carrying out installation, operation, maintenance and testing/commissioning services; valid calibration certificates where applicable for testing instruments shall be available. Refer to Annex 23 for list of typical equipment /tools and testing instruments required. | |
| 5. Office/Workshop Facilities | |
| Local office/workshop in Hong Kong SAR is required. Reasonably sized, suitably furnished office and workshop/storage areas. In general, the minimum office area shall be 40 m² and the minimum workshop + storage area shall be 40 m². Documentary evidence (e.g. purchase/lease agreement) to prove right of use shall be produced. | |
| 6. Others | |
| Authorized Agency Preferably be an authorized agent in HKSAR for essential equipment. Documentary evidence such as authorized agency agreement shall be available. | |
| Support from Principal Technical support from principal(s) of relevant agency is desirable. Applicant to demonstrate scope and extent (such as design, backup on installation / maintenance etc.) of support. | |

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| Managing Department: | Architectural Services Department | <u> </u> |
|-------------------------|--|-----------------------|
| Works Category: | Motor Vehicle Body-building and Painting | Specialist Contractor |
| | | |
| | | |
| Brief Scope of Category | : | |
| | category covers design and building of general purpose/specialist veneral modification, etc. and all vehicle related vehicle modification veneral purpose. | |
| | | |
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Appendix 3C

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| A. Entry on Probation | B. Confirmation | C. Direct Entry |
|-----------------------|-----------------|--|
| Not Applicable. | Not Applicable. | 1. Job Experience |
| | | <u>General</u> |
| | | (1) The applicant shall have adequate experience in the type and size of work of the category on motor vehicle fleet, with satisfactory quality of work compatible with Government standard; and |
| | | (2) The applicant shall have adequate experience in contract management of work of the category, solely and fully; and |
| | | (3) For job experience outside the HKSAR, evidences as stipulated under para. 2.4.5 of the CMH must also be produced to the satisfaction of the Secretary for the Environment, Transport and Works; otherwise, it will not be considered as a valid job reference. |
| | | Job Reference for Inspection (In addition to the above, every job submitted by the applicant shall fulfill all requirements set out below; otherwise, it will not be considered as a valid job reference) |
| | | (4) The applicant shall submit at least 2 contracts, which were completed within the past 3 years for site inspection; and |
| | | (5) At least one of the above 2 contracts shall be completed within the past 12 months or at final stage; and |
| | | (6) These 2 contracts shall be direct contract, which was signed between the applicant and the employer of the concerned project; and |
| | | (7) The applicant shall be able to arrange joint site inspections for the government's examination of the quality and workmanship of the submitted job reference within normal office hours; and |
| | | (8) The scope of work for each of these 2 contracts must fulfill all of the following requirements: |
| | | (a) The contract shall cover the major scope of works as described in the "Brief Scope of |

Page 141 of 249

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| (9) Subcontract will not be considered as valid job reference unless it can satisfy all of the following requirements; in addition to all the above stated requirements: (a) The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and (b) The applicant shall have undertaken the full scope of work covered in the subcontract, soley and fully, including contract management; and (c) The subcontract shall be signed between the applicant and the main contractor which is the company awarded with the direct contract by the employer of the concerned project; and (d) The aforementioned main contractor shall not be the motor vehicle body-building and panting contractor for the project work, and (e) The applicant must present documentary evidence to prove the above requirements are met and such evidence must be substantiated by the main contractor including a letter, which must be signed by the main contractor's authorized signatory to confirm that the applicant has met the above requirements in the subcontract, and (f) Notwinstanding the above, the Managing Department may seek references on the applicant's technical and managerial capabilities from the employer, the relevant parties of the concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant from the relevant parties of the concerned project. | A. Entry on Probation | B. Confirmation | | C. Direct Entry |
|--|-----------------------|-----------------|--------|--|
| reference unless it can satisfy all of the following requirements; and addition to all the above stated requirements: (a) The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and (b) The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and (c) The subcontract shall be signed between the applicant and the main contractor which is the company awarded with the direct contract by the employer of the concerned project; and (d) The aforementioned main contractor shall not be the motor vehicle body-building and painting contract for the project work, and (e) The applicant must present documentary evidence to prove the above requirements are met and such evidence must be substantiated by the main contractor including a letter, which must be signed by the main contractor's authorized signatory to confirm that the applicant has met the above requirements in the subcontract; and (f) Notwithstanding the above, the Managing Department may seek references on the applicant's technical and managerial capabilities of the project model and the project may be added the project may be added to the applicant's technical and managerial capabilities on the project may be added the project may be added to the profession of the proof provided by the applicant from the relevant parties of the concerned project. | | | | Category". |
| work as described under the "Brief Scope of Category" overed in the main contract; and (b) The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and (c) The subcontract shall be signed between the applicant and the main contractor which is the company awarded with the direct contract by the employer of the concerned project; and (d) The aforementioned main contractor shall not be the motor vehicle body-building and painting contractor for the project work; and (e) The applicant must present documentary evidence to prove the above requirements are met and such evidence must be substantiated by the main contractor including a letter, which must be signed by the main contractor's authorized signatory to confirm that the applicant has met the above requirements in the subcontract; and (f) Notwithstanding the above, the Managing Department may seek references on the applicant's technical and managerial capabilities from the employer, the relevant parties of the concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant for the relevant parties of the concerned project. | | | | reference unless it can satisfy all of the following requirements, in addition to all the above stated |
| scope of work covered in the subcontract, solely and fully, including contract management; and (c) The subcontract shall be signed between the applicant and the main contractor which is the company awarded with the direct contract by the employer of the concerned project; and (d) The aforementioned main contractor shall not be the motor vehicle body-building and painting contractor for the project work; and (e) The applicant must present documentary evidence to prove the above requirements are met and such evidence must be substantiated by the main contractor including a letter, which must be signed by the main contractor's authorized signatory to confirm that the applicant has met the above requirements in the subcontract; and (f) Notwithstanding the above, the Managing Department may seek references on the applicant's technical and managerial capabilities from the employer, the relevant parties of the concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant from the relevant parties of the concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant from the relevant parties of the concerned project. | | | | work as described under the "Brief Scope of |
| applicant and the main contractor which is the company awarded with the direct contract by the employer of the concerned project; and (d) The aforementioned main contractor shall not be the motor vehicle body-building and painting contractor for the project work; and (e) The applicant must present documentary evidence to prove the above requirements are met and such evidence must be substantiated by the main contractor including a letter, which must be signed by the main contractor including a letter, which must be signed by the main contractor's authorized signatory to confirm that the applicant has met the above requirements in the subcontract; and (f) Notwithstanding the above, the Managing Department may seek references on the applicant; technical and managerial capabilities from the employer, the relevant parties of the concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant from the relevant parties of the concerned project. 2. Technical Staff (See Annex 1 for definition of Staff | | | | scope of work covered in the subcontract, solely |
| the motor vehicle body-building and painting contractor for the project work; and (e) The applicant must present documentary evidence to prove the above requirements are met and such evidence must be substantiated by the main contractor including a letter, which must be signed by the main contractor's authorized signatory to confirm that the applicant has met the above requirements in the subcontract; and (f) Notwithstanding the above, the Managing Department may seek references on the applicant's technical and managerial capabilities from the employer, the relevant parties of the concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant from the relevant parties of the concerned project. 2. Technical Staff (See Annex 1 for definition of Staff | | | | applicant and the main contractor which is the company awarded with the direct contract by |
| evidence to prove the above requirements are met and such evidence must be substantiated by the main contractor including a letter, which must be signed by the main contractor's authorized signatory to confirm that the applicant has met the above requirements in the subcontract; and (f) Notwithstanding the above, the Managing Department may seek references on the applicant's technical and managerial capabilities from the employer, the relevant parties of the concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant from the relevant parties of the concerned project. 2. Technical Staff (See Annex 1 for definition of Staff | | | | the motor vehicle body-building and painting |
| Department may seek references on the applicant's technical and managerial capabilities from the employer, the relevant parties of the concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant from the relevant parties of the concerned project. 2. Technical Staff (See Annex 1 for definition of Staff | | | | evidence to prove the above requirements are met and such evidence must be substantiated by the main contractor including a letter, which must be signed by the main contractor's authorized signatory to confirm that the applicant has met the above requirements in the |
| | | | | Department may seek references on the applicant's technical and managerial capabilities from the employer, the relevant parties of the concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant from the relevant |
| | | | 2 Т. | pahnical Staff (See Annov 1 for definition of Staff |
| | Appendix 3C | | j∠. 10 | Page 142 of 249 |

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| A. Entry on Probation | B. Confirmation | C. Direct Entry |
|-----------------------|-----------------|---|
| | | Qualification) |
| | | Technical Support Staff |
| | | Employ adequate nos. of technicians, site supervisors and draftsmen with adequate and relevant academic qualification and working experience. |
| | | Technician 1 no. Site supervisor 1 no. Draftsman 1 no. |
| | | Craftsman |
| | | Employ adequate nos. of Craftsman in the following trades (A) Body Repairer/Builder |
| | | Minimum score required 30 marks Qualified Body Repairer/Builder 20 marks Ordinary Body Repairer/Builder 10 marks |
| | | (B) Vehicle Mechanic Minimum score required Qualified Vehicle Mechanic Ordinary Vehicle Mechanic 10 marks |
| | | (C) Vehicle Electrician Minimum score required Qualified Vehicle Electrician Ordinary Vehicle Electrician 20 marks 10 marks |
| | | (D) Vehicle Painter Minimum score required 20 marks Qualified Vehicle Painter 20 marks Ordinary Vehicle Painter 10 marks |
| | | The craftsman can be the Technical Support Staff. |
| | | 3. Plant and Equipment **(See Remarks on the end page of this |
| | | Adequate modern drafting facilities and minimum 1 computer, preferably with CAD. Adequate nos. of equipment, tools and testing |
| Appendix 3C | | Page 143 of <u>249</u> |

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| A. Entry on Probation | B. Confirmation | C. Direct Entry |
|-----------------------|-----------------|---|
| | | instruments for carrying out installation, testing/ commissioning and maintenance services. Refer to Annex 24 for list of typical equipment / tools required. |
| | | 4. Office/Workshop Facilities |
| | | Local office/workshop in Hong Kong SAR is required. Reasonably sized, suitably furnished office and workshop/storage areas. In general, the minimum office area shall be 10 m², and the minimum workshop + storage area shall be 110 m² (minimum 50 m² of covered space). Documentary evidence (e.g. purchase/lease agreement) to prove right of use shall be produced. |
| | | 5. Others |
| | | Authorized Agency Preferably be an authorized agent in HKSAR for essential equipment. Documentary evidence such as authorized agency agreements shall be available. |

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Appendix 3C

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Managing Department: ___ Architectural Services Department _____

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Works Category: Plumbing Installation Specialist Contractor

Group I:Contracts/Subcontracts up to HK\$2.3 millionGroup II:Contracts/Subcontracts of unlimited value

Brief Scope of Category:

The scope of work in this category covers the construction, repair and maintenance of plumbing installations. Typical installations include fresh and flush water pumps and pipework installations (including connection to sanitary fixtures and associated taps and water heaters installed by others); water supply for fire service installation including up-feed pipework and connection to the roof/transfer tank; cold and hot water supply systems; rain water recycling system; water supply for feeding/make-up to air-conditioning installation, fountain installation and swimming pool installation; and water supply for irrigation system.

Definition of Probationary Status # (Para. 3.5.3 is not applicable for this category)

<u>Probation to Group I</u> : <u>Not applicable</u>

Probation to Group II : Eligible for the award of any number of Group I contracts/subcontracts; and a maximum of two Group II contracts/subcontracts

provided that the total value of Group II works does not exceed \$8.2 million

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**See Remarks (1) on the end page of this Appendix.

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Appendix 3C

Page 145 of 249

Revision B-10 dated 26 March 2013

Minimum Technical & Management Criteria for Admission, Confirmation and Promotion of Contractors for the Specialist List

Appendix 3C

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| Group I | | Group II | | 刪除: <sp></sp> |
|-----------------------|------|--|---|---------------|
| A. Entry on Probation | | A. Entry on Probation | | |
| Not Applicable | 1 | ob Experience | | 格式化: 行距: 單行間距 |
| | Gene | r <u>al</u> | | |
| | (1) | The applicant shall have adequate experience in the type and size of work of the category, as stipulated under "Job Reference for Inspection" below, with satisfactor quality of work compatible with Government standard on and in relation to plumbin installations; and | y | |

valid job reference.

Job Reference for Inspection (In addition to the above, every job submitted by the applicant shall fulfill all requirements set out below; otherwise, it will not be considered as a valid job reference)

The applicant shall have adequate experience in contract management of work of the category, as stipulated under "Job Reference for Inspection" below, including solely and fully responsible for carrying out contract management and coordination with building contractor and other building services / electrical and mechanical contractors; and

For job experience outside the HKSAR, evidences must also be produced to the satisfaction of the Secretary for Development; otherwise, it will not be considered as a

(4) The applicant shall submit at least 2 contracts, which were completed within the past 3 years for site inspection; and

5) At least one of the above 2 contracts shall be completed within the past 12 months or at final stage; and

(6) These 2 contracts shall be direct contract, which was signed between the applicant and the employer of the concerned project; and

All statutory forms such as Form WR1(A) "Electricity Ordinance (Cap. 406) Electricity (Wiring) Regulations Work Completion Certificate", Form WWO 46 "Waterworks Ordinance (Cap. 102) Notification/Application for Constructing, Installing, Altering or Removing an Inside Service or Fire Service", etc. shall be issued under the name of the applicant and/or the Registered Electrical Worker (REW)/ Licensed Plumber (LP) engaged by the applicant as applicable; and

The applicant shall be able to arrange joint site inspections for the government's examination of the quality and workmanship of the submitted job reference within normal office hours; and

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Appendix 3C

Page 146 of 249

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| Group I | | Group II |
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| | (9) | The scope of work for each of these 2 contracts must fulfill all of the following requirements: |
| | | (a) Contract value of the work related to the category under application for inclusion exceeds 180% of Group I tender limit; and |
| | | (b) The contract shall cover major scope of works as described in the "Brief Scope of Category"; and |
| | | (c) The contract shall be of a completely new building construction project or a whole building refurbishment project. |
| | (10) | Subcontract will not be considered as valid job reference unless it can satisfy all of the following requirements, in addition to all the above stated requirements: |
| | | (a) The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and |
| | | (b) The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and |
| | | (c) The subcontract shall be signed between the applicant and the main contractor which is the company awarded with the direct contract by the employer of the concerned project; and |
| | | (d) The aforementioned main contractor shall not be the plumbing installation contractor for the project work; and |
| | | (e) The applicant must present documentary evidence to prove that the above requirements are met and such evidence must be substantiated by the main contractor including a letter, which must be signed by the main contractor's authorized signatory to confirm that the applicant has met the above requirements in the subcontract; and |
| | | (f) Notwithstanding the above, the Managing Department may seek references on the applicant's technical and managerial capabilities from the employer, the relevant parties of the concerned project and other sources or confirmation on the substantiant of the result of |

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authenticity of the proof provided by the applicant from the relevant parties of the concerned project.

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| Group I | Group II | 刪除: <sp></sp> |
|-------------|---|-----------------------------------|
| | 2. Registration with relevant authorities in Hong Kong (such as Quality Management System Certification, Building Authority etc.) | natha,I. |
| | Management System Certification, Building Authority etc.) | |
| | Statutory Registration | |
| | The applicant shall be a Registered Electrical Contractor registered under Electricity | |
| | Ordinance, Cap. 406; and have full time technical staff (meeting the relevant statutory | |
| | registration requirement) of number not less than that described in the Section "Technical | |
| | Staff" below. | |
| | Quality Management System Certification | |
| | Quality Management System certificates issued under the rules of the Hong Kong | |
| | Certification Body Accreditation Scheme (HKCAS) operated by the Hong Kong | |
| | Accreditation Service (HKAS); i.e. bearing the HKCAS Accreditation Mark, or Quality Management System certificates bearing the accreditation mark of other accreditation | |
| | bodies which are considered as having an equivalent standard by the Development | |
| | Bureau. | |
| | The scope of certification shall be relevant to the "Brief Scope of the Category" being | |
| | applied for, e.g. "supply, installation, repair and maintenance of plumbing work". | |
| | If the scope of certification does not include "maintenance", the relevant quality | |
| | management manual shall have relevant sections for maintenance work that shall include not only post contract service but also service for separate maintenance contract. | |
| | | |
| | 3. Technical Staff (See Annex 1 for definition of Staff Qualification) | |
| | Qualified Engineer | |
| | Employ at least 1 no. Qualified Engineer (Mechanical, Building Services or Electrical | |
| | discipline) with adequate and relevant professional and project management experience. | |
| | Technical Support Staff | |
| | Employ adequate nos, of technicians, site supervisors and draftsmen with adequate and | 格式化: 不加底線 |
| | relevant academic qualification and working experience. | 格式化: 不加底線 格式化: 不加底線 |
| | Tasknision | 恰以化: 个加丛線 |
| | Technician 2 nos. Site supervisor 4 nos. | |
| | Draftsman 2 nos. | |
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| | | 刪除: 250 |
| Appendix 3C | Page 148 of <u>249</u> | |

Revision B-10 dated 26 March 2013+
Appendix 3C

Minimum Technical & Management Criteria for Admission, Confirmation and Promotion of Contractors for the Specialist List

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| Group I | Group II | 刪除: <sp></sp> |
|-----------------|--|---------------------------------------|
| | <u>Craftsman</u> | India I |
| | Employ adequate nos. of craftsman to meet the minimum scores of both (A) and (B) | |
| | below in the following trades | |
| | (A) Licensed Plumber/ BS Mechanic | |
| | Minimum score required 40 marks, Qualified Plumber/BS Mechanic 1 no. for 20 marks | { 刪除: [|
| | Intermediate Plumber/BS Mechanic 1 no. for 15 marks | |
| | Ordinary Plumber/BS Mechanic 1 no. for 8 marks | |
| | (B) Electrician | 刪除: - |
| | Minimum score required 40 marks Oualified Electrician 1 no. for 20 marks | |
| | Intermediate Electrician 1 no. for 15 marks | |
| | Ordinary Electrician 1 no. for 8 marks | |
| | Statutory Registration | |
| | The applicant shall have staff meeting the following statutory registration requirements: | |
| | ♦ Licensed Plumber, Grade I, registered under Waterworks Ordinance, Cap. 102. – | 一刪除: |
| | 1 no. (minimum) → REW registered under Electricity Ordinance, Cap. 406. Grade A2 – | |
| | 1 no. (minimum) | |
| | The LD and DEW and he she One lifted Environment Technical Comment Staff on Conference | In Dr. St. St. |
| | The LP and REW can be the Qualified Engineer, Technical Support Staff or Craftsman. | 格式化: 不加底線 |
| | 4. Plant and Equipment **(See Remarks on the end page of this Appendix) | 刪除: See Note in Page No. 243 |
| | | 删除: in the end page of this Appendix |
| | Adequate modern drafting and computing facilities; minimum 2 nos. CAD terminals. Adequate nos. of calibrated testing instruments and equipment / tools for carrying out | |
| | installation, operation, maintenance and testing / commissioning services; valid | 格式化: 不加底線 |
| | calibration certificates where applicable for testing instruments shall be available. Refer to Annex 36 for a list of typical equipment / tools and testing instruments required. | |
| | | 格式化: 字型: 粗體 |
| | 5. Office/Workshop Facilities | 刪除: 25 |
| | Local office/workshop in Hong Kong SAR is required. Reasonably sized, suitably | 刪除: a |
| | furnished office and workshop/storage areas. In general, the minimum office area shall be 80 m ² and the minimum workshop + storage area shall be 25 m ² . Documentary | 格式化: 不加底線 |
| | evidence (e.g. purchase/lease agreement) to prove right of use shall be produced. | |
| P. Confirmation | | // |
| B. Confirmation | B. Confirmation | 刪除: 250 |
| Appendix 3C | Page 149 of <u>249</u> | , , , , , , , , , , , , , , , , , , , |

Group I

C. Direct Entry

Not Applicable

Job Experience

Appendix 3C

Group II 删除: <sp> (1) The applicant has satisfactorily completed, within the past 12 months, at least one public 格式化: 編號 + 階層: 1 + 編 號樣式: 1, 2, 3, … + 起始號 works contract let by a Works Department: and 碼: 1+對齊方式: 左+對齊 0"+定位點之後: 0"+縮排: This contract shall be direct contract, which was signed between the applicant and the 0.33", 定位點: 0.31", 左+不 employer of the concerned project; and 在 0.85" All statutory forms such as Form WR1(A) "Electricity Ordinance (Cap. 406) Electricity 删除: (Wiring) Regulations Work Completion Certificate", Form WWO 46 "Waterworks Ordinance (Cap. 102) Notification/Application for Constructing, Installing, Altering or 刪除: Removing an Inside Service or Fire Service" etc. shall be issued under the name of the applicant and/or the REW/LP engaged by the applicant as applicable; and 刪除: (4) The scope of work for this contract must fulfill all the following requirements: 格式化: 頁首, 編號 + 階層: 1 Contract value of the work related to the category under application for - 編號樣式: 1, 2, 3, … + 起 confirmation exceeds Group I tender limit; and 始號碼: 1 + 對齊方式: 左 + 對齊: 0"+定位點之後: 0"+ The contract shall cover major scope of works as described in the "Brief Scope of 縮排: 0.33", 定位點: 0.31", Category": and The contract shall be of a completely new building construction or a whole 格式化: (中文) 中文 (台灣), building refurbishment; and (其他) 英文(美國) 格式化: 縮排: 凸出: 3.14字 If the contract is a term contract, all of the above requirements 4(a) to 4(c) shall 元, 左 1.84 字元, 第一行: be fulfilled in one works order. -3.14 字元, 定位點: 0.74", 左 + 不在 0.9" Subcontract will not be considered as valid job reference unless it can satisfy all of the 格式化: 頁首, 編號 + 階層: 1 following requirements, in addition to the above stated requirements: + 編號樣式: 1, 2, 3, … + 起 始號碼: 1+對齊方式: 左+ The subcontract shall include all the relevant work as described under the "Brief 對齊: 0" + 定位點之後: 0" + Scope of Category" covered in the main contract; and 縮排: 0.33", 定位點: 0.31", The applicant shall have undertaken the full scope of work covered in the 格式化: (中文) 中文 (台灣), (其他) 英文 (美國) subcontract, solely and fully, including contract management; and The subcontract shall be signed between the applicant and the main contractor 格式化 ... [68] which is the company awarded with the direct contract by the employer of the concerned project; and The aforementioned main contractor shall not be the plumbing installation **格式化:** 縮排: 左: 0", 凸出: contractor for the project work. 0.18", 行距: 單行間距 刪除: 234

C. Direct Entry

Appendix 3C Page 150 of 249

Not Applicable

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Removing an Inside Service or Fire Service" etc. shall be issued under the name of the applicant and/or the Registered Electrical Worker (REW)/ Licensed Plumber (LP)

The applicant shall be able to arrange joint site inspections for the government's examination of the quality and workmanship of the submitted job reference within

The scope of work for each of these 2 contracts must fulfill all of the following

engaged by the applicant as applicable; and

normal office hours; and

requirements:

Appendix 3C

Page 151 of 249

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Group I Group II 删除: <sp> General The applicant shall have adequate experience in the type and size of work of the category, as stipulated under "Job Reference for Inspection" below, with satisfactory quality of work compatible with Government standard on and in relation to plumbing installations; and The applicant shall have adequate experience in contract management of work of the category, as stipulated under "Job Reference for Inspection" below, including solely and fully responsible for carrying out contract management and coordination with building contractor and other building services / electrical and mechanical contractors; and For iob experience outside the HKSAR, evidences must also be produced to the satisfaction of the Secretary for Development; otherwise, it will not be considered as a valid job reference. Job Reference for Inspection (In addition to the above, every job submitted by the applicant shall fulfill all requirements set out below: otherwise, it will not be considered as a valid job reference) The applicant shall submit at least 2 contracts, which were completed within the past 3 vears for site inspection; and At least one of the above 2 contracts shall be completed within the past 12 months or at final stage; and These 2 contracts shall be direct contract, which was signed between the applicant and the employer of the concerned project; and All statutory forms such as Form WR1(A) "Electricity Ordinance (Cap. 406) Electricity (Wiring) Regulations Work Completion Certificate", Form WWO 46 "Waterworks Ordinance (Cap. 102) Notification/Application for Constructing, Installing, Altering or

刪除: 234

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Appendix 3C

Appendix 3C

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Group I Group II (a) Contract value of the work related to the category under application for inclusion exceeds 50% Group I tender limit; and The contract shall cover major scope of works as described in the "Brief Scope of Category": and The contract shall be of a completely new building construction project or a whole building refurbishment project. Subcontract will not be considered as valid job reference unless it can satisfy all of the following requirements, in addition to all the above stated requirements: The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and (c) The subcontract shall be signed between the applicant and the main contractor which is the company awarded with the direct contract by the employer of the concerned project; and The aforementioned main contractor shall not be the plumbing installation contractor for the project work; and The applicant must present documentary evidence to prove the above requirements are met and such evidence must be substantiated by the main contractor including a letter, which must be signed by the main contractor's authorized signatory to confirm that the applicant has met the above requirements in the subcontract; and Notwithstanding the above, the Managing Department may seek references on the applicant's technical and managerial capabilities from the employer, the relevant parties of the concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant from the relevant parties of the concerned project. Registration with relevant authorities in Hong Kong (such as Quality Management **System Certification, Building Authority etc.**) **Statutory Registration** The applicant shall be a Registered Electrical Contractor registered under Electricity Ordinance, Cap. 406; and have full time technical staff (meeting the relevant statutory registration requirement) of number not less than that described in the Section "Technical

刪除: 234

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Appendix 3C Page 153 of <u>249</u>

The LP and REW can be the Qualified Engineer, Technical Support Staff or Craftsman.

Minimum Technical & Management Criteria for Admission, Confirmation and Promotion of Contractors for the Specialist List Appendix 3C 格式化: 靠右 Group I Group II 删除: <sp> 4. Plant and Equipment **(See Remarks on the end page of this Appe 删除: See Note in Page No. 243 Adequate modern drafting and computing facilities; minimum 1 no. CAD terminal. Adequate nos. of calibrated testing instruments and equipment / tools for carrying out installation, operation, maintenance and testing / commissioning services; valid calibration certificates where applicable for testing instruments shall be available. Refer to **Annex 36** for a list of typical equipment /tools and testing instruments required. 刪除: 25 Office/Workshop Facilities Local office/workshop in the Hong Kong Special Administrative Region (HKSAR) is required. Reasonably sized, suitably furnished office and workshop/storage areas. In general, the minimum office area shall be 40 m² and the minimum workshop + storage area shall be 15 m². Documentary evidence (e.g. purchase/lease agreement) to prove right

刪除: 234

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刪除: 249

刪除: 250

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Appendix 3C

of use shall be provided.

Page 154 of 249

Revision B-10 dated 26 March 2013

| Minimum Technical & Manageme | nt Criteria for Admission, Confirmation and Promotion of Contractors for the Specialist List | Revision B-10 dated 26 March 2013 | ~<-{ | 刪除: <sp><sp> 格式化:</sp></sp> 靠右 |
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| | - | |) - | 刪除: |
| Managing Department : | Highways Department | | | 刪除: <sp><sp></sp></sp> |
| | | | | 刪除: Managing Department: [6] |
| Works Category : Class <u>I</u> : | Prestressed Concrete Works for Highway Structures Supply and Installation of Prestressing Systems | Supplier / Specialist Contractor | 1,7 | 刪除: |
| Brief Scope of Catego | ry/Class: | | (| 格式化表格 |
| structures. The applican | nis category and class covers the supply and installation of prestressing systems for at will be included in this category and class for the supply and installation of a particular must be a proprietary product. | | | |
| | | | | |
| | | | | |
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Appendix 3C Page 155 of 249 刪除: 234

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Appendix 3C

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Direct Entry

1. Job Experience

Satisfactory completion of at least 3 projects in supply and installation of the prestressing system in the past 3 years, each with a value of \$1.0 M or more. References on these projects from consulting engineers (architects or clients if there is no consulting engineer) must be submitted which may be verified by paying site visits.

2. Registration with relevant authorities in Hong Kong (such as Quality Management System Certification, Building Authority etc.)

The manufacturer for the prestressing systems shall be operating a quality management system certified by an internationally recognized certifying body.

3. Top Management *(See Remarks on the end page of this Appendix)

Top management shall possess relevant professional and management experience and have sufficient commitment for control of the works.

4. Technical Staff

Professional (HKIE Corporate Member or equivalent) and technical staff experienced in the design of prestressed concrete bridges and the installation of prestressing systems. Local workforce capable of installing prestressing systems.

5. Plant and Equipment **(See Remarks on the end page of this Appendix)

- a. Prestressing jack.
- b. Mechanical grout pump.
- c. Mechanical grout mixer.
- d. Strand feeder.

6. Office/Workshop Facilities

Local office in Hong Kong is required.

7. Training Facilities

Not Applicable

8. Others

Satisfactory technical information and method statements. Works must comply with Section 17 of the General Specification for Civil Engineering Works. Other equivalent national standards may be considered in lieu of the standards referred to in the Specification. Technical and testing report from an approved independent organisation to confirm compliance with the above standards must be submitted.

The manufacturer for the prestressing systems and the applicant must have established acceptable manufacturing and installation procedures and fully documented quality assurance systems. Visit to the factory may be required for this purpose. If such visits are not practicable, the applicant may be required to arrange for an independent report at his own cost.

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Appendix 3C

Page 156 of 249

Appendix 3C

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| Managing Department: | Highways Danartment | |
|-----------------------------|-----------------------|--|
| Managing Department. | iligiiways Department | |

Works Category : Prestressed Concrete Works for Highway Structures Supplier / Specialist Contractor

Class II : Supply of Prestressed Concrete Units

Brief Scope of Category/Class:

The scope of work in this category and class covers the supply of prestressed concrete units for highway structures. The applicant will be included in this category and class for a particular prestressing system proposed in the application. The prestressing system must be a proprietary product.

刪除: 234

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Appendix 3C

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Direct Entry

1. Job Experience

Satisfactory completion of at least 3 projects in the fabrication of prestressed concrete units in the past 3 years, each with a value of \$2.0 M or more. References on these projects from consulting engineers (architects or clients if there is no consulting engineer) must be submitted which may be verified by paying site visits.

2. Registration with relevant authorities in Hong Kong (such as Quality Management System Certification, Building Authority etc.)

The manufacturer for the prestressing systems shall be operating a quality management system certified by an internationally recognized certifying body.

3. Top Management *(See Remarks on the end page of this Appendix)

Top management shall possess relevant professional and management experience and have sufficient commitment for control of the works.

4. Technical Staff

Professional (HKIE Corporate Member or equivalent) and technical staff experienced in the design of prestressed concrete bridges and the installation of prestressing systems. Workforce experienced in precast and prestressed concrete works.

5. Plant and Equipment **(See Remarks on the end page of this Appendix)

- a. Lifting crane.
- b. Prestressing jacks.
- c. Mechanical grout pumps.
- d. Mechanical grout mixer.
- e. Concrete mixer.
- Concrete vibrator.
- g. Necessary equipment to fabricate casting moulds complete with tendon/strand anchor fittings.
- h. Concrete batching plant.
- i. Equipment for testing concrete.
- j. Curing facilities.

6. Office/Workshop Facilities

Local office in Hong Kong is required. The applicant must possess a permanent casting yard with the equipment listed above and adequate storage space.

7. Training Facilities

Not Applicable

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Appendix 3C Page 158 of <u>249</u>

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Appendix 3C

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Direct Entry

8. Others

Satisfactory technical information and method statements. Works must comply with Sections 14, 15, 16 & 17 of the General Specification for Civil Engineering Works. Other equivalent national standards may be considered in lieu of the standards referred to in the Specification. Technical and testing report from an approved independent organisation to confirm compliance with the above standards must be submitted.

The manufacturer for the prestressing systems and the applicant must have established acceptable manufacturing procedures and fully documented quality assurance systems. Visit to the permanent casting yard may be required for this purpose. If such visits are not practicable, the applicant may be required to arrange for an independent report at his own cost.

刪除: 234

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Appendix 3C

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| Managing Department: | Architectural Services Department |
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Works Category: Radio Electronics Installation Specialist Contractor

Brief Scope of Category:

The scope of work in this category covers the supply, installation and maintenance of VHF/UHF radio transceiver, basestation, repeater, microwave radio system and related ancillary equipment at hilltop site and different venues.

Definition of Probationary Status[#] (Para. 3.5.3 is not applicable for this category)

Eligible for the award of a maximum of two contracts/subcontracts provided that the total value of works in this category does not exceed \$3.4 million

See Remarks (1) on the end page of this Appendix,

删除: See Notes (1) and (2) on

Page 234 of this Appendix

刪除: 234

刪除: 249

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Appendix 3C

Page 160 of 249

Appendix 3C

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A. Entry on Probation 1. Job Experience

General

- (1) The applicant shall have adequate experience in the type and size of work of the category, with satisfactory quality of work compatible with Government standard; and
- (2) The applicant shall have adequate experience in contract management of work of the category, solely and fully, including coordination with building contractor and other building services / electrical and mechanical contractors; and
- (3) For job experience outside the HKSAR, evidences as stipulated under para. 2.4.5 of the CMH must also be produced to the satisfaction of the Secretary for the Environment, Transport and Works; otherwise, it will not be considered as a valid job reference.

Job Reference for Inspection (In addition to the above, every job submitted by the applicant shall fulfill all requirements set out below; otherwise, it will not be considered as a valid job reference)

- (4) The applicant shall submit at least 2 contracts, which were completed within the past 3 years for site inspection; and
- (5) At least one of the above 2 contracts shall be completed within the past 12 months or at final stage; and
- (6) These 2 contracts shall be direct contract, which was signed between the applicant and the employer of the concerned project; and
- (7) The applicant shall be able to arrange joint site inspections for the government's examination of the quality and workmanship of the submitted job reference within normal office hours; and
- (8) The scope of work for each of these 2 contracts must fulfill all of the following requirements:

The applicant has satisfactorily completed, within the past 12 months, at least one public works contract let

(2) This contract shall be direct contract, which was signed between the applicant and the employer of the concerned project; and

by a Works Department; and

B. Confirmation

- 3) The scope of work for this contract must fulfill all the following requirements:
 - (a) Contract value of the work related to the category under application for confirmation exceeds \$0.2M; and
 - (b) The contract shall cover the nature of works as described in the "Brief Scope of Category"; and
 - (c) If the contract is a term contract, all of the above requirements 3 (a) and 3 (b) shall be fulfilled in one works order.
- (4) Subcontract will not be considered as valid job reference unless it can satisfy all of the following requirements, in addition to all the above stated requirements:
 - (a) The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and
 - (b) The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and
 - (c) The party by which the applicant is awarded with the subcontract, and the upstream contracting parties up to and including the main contractor, which is the company awarded with the direct contract by the employer of the concerned project, all shall not be the radio electronics installation contractor for the project work.

1. Job Experience

General

 The applicant shall have adequate experience in the type and size of work of the category, with satisfactory quality of work compatible with Government standard; and

C. Direct Entry

- (2) The applicant shall have adequate experience in contract management of work of the category, solely and fully, including coordination with building contractor and other building services / electrical and mechanical contractors; and
- (3) For job experience outside the HKSAR, evidences as stipulated under para. 2.4.5 of the CMH must also be produced to the satisfaction of the Secretary for the Environment, Transport and Works; otherwise, it will not be considered as a valid job reference.

Job Reference for Inspection (In addition to the above, every job submitted by the applicant shall fulfill all requirements set out below; otherwise, it will not be considered as a valid job reference)

- (4) The applicant shall submit at least 2 contracts, which were completed within the past 3 years for site inspection; and
- (5) At least one of the above 2 contracts shall be completed within the past 12 months or at final stage; and
- (6) These 2 contracts shall be direct contract, which was signed between the applicant and the employer of the concerned project; and
- (7) The applicant shall be able to arrange joint site inspections for the government's examination of the quality and workmanship of the submitted job reference within normal office hours; and
- 8) The scope of work for each of these 2 contracts must fulfill all of the following requirements:

刪除: 234

刪除: 249

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Appendix 3C Page 161 of 249

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Minimum Technical & Management Criteria for Admission, Confirmation and Promotion of Contractors for the Specialist List

| A. Entry on Probation | | A. Entry on Probation | B. Confirmation | C. Direct Entry | | |
|-----------------------|----------------|---|-----------------|-----------------|--------------------|---|
| | (a) | Contract value of the work related to the category under application for inclusion exceeds \$0.2M; and | | | () | Contract value of the work related to the category under application for inclusion exceeds \$0.5M; and |
| | (b) | The contract shall cover the nature of works as described in the "Brief Scope of Category". | | | | The contract shall cover the nature of works as described in the "Brief Scope of Category". |
| (9) | refer requi | contract will not be considered as valid job ence unless it can satisfy all of the following irements, in addition to all the above stated irements: | | (9) | referen require | ntract will not be considered as valid job nee unless it can satisfy all of the following ements, in addition to all the above stated ements: |
| | (a) | The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and | | | ` / | The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and |
| | (b) | The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and | | | | The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and |
| | (c) | The party by which the applicant is awarded with the subcontract, and the upstream contracting parties up to and including the main contractor, which is the company awarded with the direct contract by the employer of the concerned project, all shall not be the radio electronics installation contractor for the project work; and | | | | The party by which the applicant is awarded with the subcontract, and the upstream contracting parties up to and including the main contractor, which is the company awarded with the direct contract by the employer of the concerned project, all shall not be the radio electronics installation contractor for the project work; and |
| | (d) | The applicant must present documentary evidence to prove the above requirements are met and such evidence must be substantiated by all the relevant upstream contracting parties as mentioned at (c) above including letters from them, which must be signed by their authorized signatories to confirm that the applicant has met the above requirements in the subcontract; and | | | | The applicant must present documentary evidence to prove the above requirements are met and such evidence must be substantiated by all the relevant upstream contracting parties as mentioned at (c) above including letters from them, which must be signed by their authorized signatories to confirm that the applicant has met the above requirements in the subcontract; and |
| | (e) | Notwithstanding the above, the Managing Department may seek references on the applicant's technical and managerial capabilities from the employer, the relevant parties of the concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant from the relevant | | | , , | Notwithstanding the above, the Managing Department may seek references on the applicant's technical and managerial capabilities from the employer, the relevant parties of the concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant from the relevant |

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Appendix 3C

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| | A. Entry on Probation | B. Confirmation | C. Direct Entry |
|----|---|-----------------|---|
| | parties of the concerned project. | | parties of the concerned project. |
| 2. | Technical Staff (See Annex 1 for definition of Staff Qualification) | | 2. Technical Staff (See Annex 1 for definition of Staff Qualification) |
| | Technical Support Staff | | Technical Support Staff |
| | Employ adequate nos. of technicians, site supervisors and draftsmen with adequate and relevant academic qualification and working experience. | | Employ adequate nos. of technicians, site supervisors and draftsmen with adequate and relevant academic qualification and working experience. |
| | Technician 1 no. Site supervisor 1 no. Draftsman 1 no. | | Technician 1 no. Site supervisor 1 no. Draftsman 1 no. |
| | Craftsman | | <u>Craftsman</u> |
| | Employ adequate nos. of Electronics Craftsman | | Employ adequate nos. of Electronics Craftsman |
| | Minimum score required 40 marks Qualified Electronics Craftsman 20 marks Ordinary Electronics Craftsman 10 marks | | Minimum score required 40 marks Qualified Electronics Craftsman 20 marks Ordinary Electronics Craftsman 10 marks |
| 3. | Plant and Equipment**(See Remarks on the end page of this | | 3. Plant and Equipment **(See Remarks on the end page of this |
| | Adequate modern drafting and computing facilities; minimum 1 no. CAD terminal. Adequate nos. of calibrated testing instruments and equipment/tools for carrying out installation, operation, maintenance and testing/commissioning services; valid calibration certificates for testing instruments shall be available. Refer Annex 25 for list of typical equipment/tools and testing instruments required. | | Adequate modern drafting and computing facilities; minimum 1 no. CAD terminal. Adequate nos. of calibrated testing instruments and equipment/tools for carrying out installation, operation, maintenance and testing/commissioning services; valid calibration certificates for testing instruments shall be available. Refer Annex 25 for list of typical equipment/tools and testing instruments required. |
| 4. | Office/Workshop Facilities | | 4. Office/Workshop Facilities |
| | Local office/workshop in Hong Kong SAR is required. Reasonably sized, suitably furnished office and workshop/storage areas. In general, the minimum office area shall be 40 m² and the minimum workshop + storage area shall be 25 m². Documentary evidence (e.g. purchase/lease agreement) to prove right of use shall be produced. | | Local office/workshop in Hong Kong SAR is required. Reasonably sized, suitably furnished office and workshop/storage areas. In general, the minimum office area shall be 40 m² and the minimum workshop + storage area shall be 25 m². Documentary evidence (e.g. purchase/lease agreement) to prove right of use shall be produced. |

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Appendix 3C Page 163 of 249

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| A. Entry on Probation | B. Confirmation | C. Direct Entry |
|---|-----------------|---|
| 5. Others | | 5. Others |
| Authorized Agency Preferably be an authorized agent in HKSAR for essential equipment. Documentary evidence such as authorized agency agreements shall be available. | | Authorized Agency Preferably be an authorized agent in HKSAR for essential equipment. Documentary evidence such as authorized agency agreements shall be available. |
| Support from Principal Technical support from principal(s) of relevant agency is desirable. Applicant to demonstrate scope and extent (such as design, backup on installation / maintenance etc.) of support. | | Support from Principal Technical support from principal(s) of relevant agency is desirable. Applicant to demonstrate scope and extent (such as design, backup on installation / maintenance etc.) of support. |

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| Managing Department : Architectural Services Department | |
|--|-----------------------|
| Works Category : Repair and Restoration of Historic Buildings | Specialist Contractor |
| Brief Scope of Category : | |
| The scope of work in this category covers the repair and restoration of historic buildings and structures. | |
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7. Training Facilities
Not Applicable

Not Applicable

Others

8.

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| Ianaging Department : | Water Supplies Department | |
|-----------------------|--|--|
| Works Category : | Repair of Motors, Transformers and Switchgear | Specialist Contractor |
| | y: nis category covers the repair of high and low voltage (up to and inclutabled in Government installations. | nding 11,000 Volt) motors, transformers and switchgear and |
| | | |
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Page 167 of <u>249</u>

Appendix 3C

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Direct Entry

1. Job Experience

The contractor should possess at least 5 years experience in repair of motors, transformers and switchgear. The electrical equipment required to be repaired in Water Supplies Department is listed in **Annex 26**.

2. Registration with relevant authorities in Hong Kong (such as Quality Management System Certification, Building Authority etc.)

Not Applicable

3. Top Management *(See Remarks on the end page of this Appendix)

One of the managers should possess minimum qualification of a Higher Certificate in Electrical Engineering or equivalent with at least 5 years relevant experience.

4. Technical Staff

The Contractor shall have in their employment at least four supervising engineering staff and twenty competent tradesmen. The supervising staff shall possess a Higher Certificate in Electrical Engineering and be registered as a Class H Electrical Worker under the Electricity Ordinance.

5. Plant and Equipment **(See Remarks on the end page of this Appendix)

As stated in item 6 (Office/Workshop Facilities) below

6. Office/Workshop Facilities

The contractor should have a well-maintained workshop in Hong Kong with equipment as listed in **Annex 27**. The Engineer may visit the Contractor's workshop to inspect the equipment and facilities before approval is granted.

7. Training Facilities

Not Applicable

8. Others

Contractor shall be in frequent trading with one or more reputable manufacturers who are able to supply specialized materials and provide technical support for repair work when required.

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Appendix 3C

Page 168 of 249

Appendix 3C

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| Managing Department : | Highways Department |
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| | |

Works Category : Road Marking Specialist Contractor

Brief Scope of Category:

The scope of work in this category covers the laying of the various road markings.

Definition of Probationary Status#

The probation period is 3 years, during which the probationary contractor shall only be allowed to work as a subcontractor in government contracts and shall be working on not more than 2 government contracts at any one time. At the end of the probationary period or when the probationary contractor has satisfactorily completed road marking works up to a total value of HK\$ 3.0 million, the performance of the probationary contractor will be assessed to determine whether the contractor is eligible to be confirmed, or remains as a probationary contractor, or is required to be removed from the List.

* See Remarks (1) on the end page of this Appendix.

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Page 234 of this Appendix

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Appendix 3C Page 169 of 249

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Minimum Technical & Management Criteria for Admission, Confirmation and Promotion of Contractors for the Specialist List

| | A. Entry On Probation | B. Confirmation | C. Direct Entry | |
|--------|--|---|---|--------------------------|
| | 1. Job Experience Satisfactory completion of less than 3 projects in road marking works in the past 3 years, each with a value of HK\$ 1 million or more. References on these projects from consulting engineers (architects or clients if there is no consulting engineer) must be submitted which may be verified by paying site visits. | The performance of the probationary contractor will be assessed at the end of the probationary period or when he has satisfactorily completed road marking works up to a total value of HK\$ 3.0 million. The requirements are the same as those required for "Direct Entry". | Satisfactory completion of at least 3 projects in road marking works in the past 3 years, each with a value of HK\$ 1 million or more. References on these projects from consulting engineers (architects or clients if there is no consulting engineer) must be submitted which may be verified by paying site visits. | |
| | 2. Registration with relevant authorities in Hong Kong (such as Quality Management System Certification, Building Authority etc.) Not Applicable | | Not Applicable | - 刪除: NA |
| | 3. Top Management *(See Remarks on the end page of this Appendix) | | | 删除: NA |
| | 3. Top Management Visco Remarks on the end page of this Appendix Not Applicable | | Not Applicable | See Note in Page No. 234 |
| | 4 T1-:-1 C4-69 | | · · · · · · · · · · · · · · · · · · · | 刪除: NA |
| | Technical Staff Technical staff and work force experienced in road marking works. | | Technical staff and work force experienced in road marking works. | 刪除: NA |
| | 5. Plant and Equipment **(See Remarks on the end page of this Appendix) Adequate equipment required for thermoplastic road markings: a. Spraying machine. b. Screeding machine. c. Grinding machine. d. Twin preheater. | | Adequate equipment required for thermoplastic road markings: a. Spraying machine. b. Screeding machine. c. Grinding machine. d. Twin preheater. | See Note in Page No. 234 |
| | 6. Office/Workshop Facilities Not Applicable | | Not Applicable | 刪除: NA |
| | | | | 刪除: NA 刪除: NA |
| | 7. Training Facilities Not Applicable | | Not Applicable | 删除: NA |
| | - COLLADORNALIO | | | 刪除: 234 |
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| A. Entry On Probation | B. Confirmation | C. Direct Entry |
|---|-----------------|---|
| 8. Others a. Satisfactory technical information and method statements. Works must comply with Section 12 of General Specification for Civil Engineering Works. Other equivalent national standards may be considered in lieu of the standards referred to in the Specification. | | a. Satisfactory technical information and method statements. Works must comply with Section 12 of General Specification for Civil Engineering Works. Other equivalent national standards may be considered in lieu of the standards referred to in the Specification. |
| b. Satisfactory site demonstration on laying various types of road marking materials to demonstrate that the laying techniques and workmanship comply with the specified requirements. | | Satisfactory site demonstration on laying various types of road marking materials to demonstrate that the laying techniques and workmanship comply with the specified requirements. |

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| Managing Department : Civil Engineering and Development Department | | |
|--|---|--|
| Works Category : Soil and Rock Testing | Specialist Contractor | |
| Brief Scope of Category : | | |
| Contractors (or Laboratories) under this category shall provide services for testing carried out in Hong Kong. | ng of soil and rock samples which originate from ground investigation | |
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Appendix 3C

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Direct Entry

1. Job Experience

The Laboratory shall be able to provide at least the following services:

- (a) All soil tests included in Geospec 3 except the determination of particle size distribution by the pipette method (Test Methods 8.3 and 8.4), the determination of in-situ bulk density and in-situ dry density of soils by nuclear densometer method (Test Method 11.3), the determination of relative compaction of fill material (Test Method 11.4) and the direct shear test using large shear box apparatus (Test Method 16.2).
- (b) Preparation of soils from tube and block samples for examination, description and determination of bulk and dry densities, void ratio and degree of saturation.
- (c) Point load test on rock and the determination of water content, porosity and dry density of rock.
- (d) Determination of the direct shear strength of rock discontinuities.
- (e) Description of soil and rock to Geoguide 3.

2. Registration with relevant authorities in Hong Kong (such as Quality Management System Certification, Building Authority etc.)

The Laboratory must have a quality system which meets the requirements of the Hong Kong Laboratory Accreditation Scheme (HOKLAS) appropriate to the testing services being provided, and be accredited by Hong Kong Accreditation Service (HKAS) under the HOKLAS for the prescribed soil tests. The full scope of accreditation shall be maintained at all times. If any amendments to Geospec 3 are promulgated in whatsoever form, the Laboratory shall seek and obtain accreditation for the relevant tests incorporating the amendments.

3. Top Management *(See Remarks on the end page of this Appendix)

All management staff below shall satisfy the minimum qualifications and training requirements prescribed below. Staff competence will be assessed.

- (a) Quality Manager (1 no.) responsible for the quality system
- (b) Laboratory Manager (1 no.) responsible for the technical and administrative matters
- (c) Signatories (minimum 2 nos.) responsible for signing all test certificates and reports

Qualifications, Training and Experience Requirements:

(a) Quality Manager

The Quality Manager shall satisfy the minimum qualification requirements for Signatory Option A or B as set out below. In addition, he/she shall be fully conversant with the quality system of the Laboratory and shall have adequate knowledge and experience on laboratory quality management and internal quality audits.

(b) Laboratory Manager

The Laboratory Manager shall satisfy the minimum qualification and experience requirements for Signatory Option A, B or C as set out below. In addition, he/she shall have at least one year of experience in the management of a Laboratory, including the technical and administrative matters associated with the Laboratory's operation.

(c) Signatories of Test Certificates and Reports

The main and reserve Signatories shall possess a sufficient standard of English to understand the requirements of soil and rock testing standards and HOKLAS documents.

They shall satisfy the minimum qualification and experience requirements given in either Option A, B or C below and shall also be a HOKLAS Approved Signatory for the prescribed soil tests included in Geospec 3.

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Appendix 3C

Page 173 of 249

Appendix 3C

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Direct Entry

Option A

Be in possession of an educational qualification acceptable to HKIE for Corporate Membership (Civil or Geotechnical Discipline) (Non-mature candidates), and have a minimum of five years of post-qualification civil or geotechnical engineering experience, with at least one year of experience in supervising the relevant types of soil and rock tests.

Option B

Be in possession of a Hong Kong polytechnic or technical institute Ordinary Certificate in Civil Engineering, or equivalent approved by Government, and have a minimum of seven years of post-qualification experience in construction materials testing, with at least two years in the relevant types of soil and rock tests, one year of which shall be in a supervisory role.

Option C

Be in possession of Grade E or above in five subjects including Physics, Mathematics and English (Syllabus B) in the Hong Kong Certificate of Education Examination (HKCEE), or equivalent approved by Government, and have a minimum of ten years of post-qualification experience in construction materials testing, with at least two years in the relevant types of soil and rock tests, one year of which shall be in a supervisory role.

4. Technical Staff

All technical staff below shall satisfy the minimum qualifications and training requirements prescribed below. Staff competence will be assessed.

- (a) Senior Laboratory Technician (minimum 1 no.) responsible for organizing the testing operations
- (b) Laboratory Technicians (minimum 2 nos.) responsible for carrying out testing and reporting
- (c) Laboratory Assistants (minimum 2 nos.) responsible for simple tests under supervision
- (d) Semi-skilled Staff (adequate no.) responsible for assisting in all tests under supervision

Qualifications, Training and Experience Requirements:

(a) Senior Laboratory Technician

The person shall satisfy the minimum qualification and experience requirements given in either Option 1, 2 or 3 below:

Option 1

Be a qualified Laboratory Technician (Option 1) as defined in 4(b) below, and have a minimum of three years of experience in construction materials testing, with at least two years in the relevant types of soil and rock tests. Records of such experience shall be certified as accurate by the Signatory.

Option 2

Be a qualified Laboratory Technician (Option 2) as defined in 4(b) below, and have a minimum of six years of experience in construction materials testing, with at least two years in the relevant types of soil and rock tests. Records of such experience shall be certified as accurate by the Signatory.

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Appendix 3C Page 174 of 249

Appendix 3C

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Direct Entry

Option 3

Be a qualified Laboratory Technician (Option 3) as defined in 4(b) below, and have a minimum of eight years of experience in construction materials testing, with at least two years in the relevant types of soil and rock tests. Records of such experience shall be certified as accurate by the Signatory.

(b) Laboratory Technicians

The persons shall satisfy the minimum qualification and experience requirements given under Option 1, 2 or 3 below:

Option 1

Be in possession of a Hong Kong polytechnic or technical institute Ordinary Certificate in Civil Engineering, or equivalent approved by Government, and have adequate on-the-job training on the practical and technical aspects of testing covering each of the tests to be carried out.

Option 2

Be in possession of Grade E or above in five subjects including Physics, Mathematics and English (Syllabus B) in the Hong Kong Certificate of Education Examination (HKCEE), or equivalent approved by Government, and have adequate on-the-job training on the practical and technical aspects of testing covering each of the tests to be carried out.

Option 3

Be a qualified Laboratory Assistant as defined in 4(c) below, in possession of Grade E or above in English (Syllabus B) in the Hong Kong Certificate of Education Examination, or equivalent approved by Government, and have a minimum of two years of post-qualification experience in the relevant types of tests and adequate on-the-job training on the practical and technical aspects of testing covering each of the tests to be carried out. Records of such experience shall be certified as accurate by the supervising Senior Laboratory Technician or Signatory.

(c) Laboratory Assistants

The persons shall be able to read and understand the work instructions of the Laboratory and have adequate on-the-job training on the practical and technical aspects of testing covering each of the tests to be carried out.

(d) Semi-skilled Staff

The persons shall have adequate training in the operations required to be performed in the Laboratory.

5. Plant and Equipment**(See Remarks on the end page of this Appendix)

The laboratory shall possess the following minimum numbers of major items of equipment:

Triaxial compression machines (6 nos.), triaxial cells and all accessories (12 nos.), oedometer cells (6 nos.), and direct shear machine (1 no.)

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Appendix 3C

Page 175 of 249

Appendix 3C

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Direct Entry

Office/Workshop Facilities

All applicants must possess or set up a place of business in Hong Kong. Laboratory set-up, equipment and accommodation will be audited and assessed.

Training Facilities

Training records/competence log on technical staff are required.

Others

The prescribed minimum numbers of management and technical staff shall be working full-time for the Laboratory. The Laboratory must have satisfactory accommodation and equipment to carry out the prescribed soil and rock tests to relevant testing standards. It must demonstrate that it continues to satisfy all the criteria through submission of documentary evidence and records, and during audit visits by Government representatives. It must also demonstrate satisfactory performance in proficiency testing arranged from time to time.

When applying to enter the List, the Laboratory shall provide copies of the following to the Government for assessment:

- (a) quality manuals (including test method manuals):
- (b) a test directory listing all soil and rock tests which the Laboratory can perform and the test methods (including the version of amendments to relevant test standards) adopted;
- (c) organization chart of the Laboratory;
- (d) a list of the names of the proposed main and reserve Signatories, Quality Manager and Laboratory Manager, and of the Laboratory's Technical Personnel, as well as curriculum vitae giving their qualifications and experience, together with self-declaration letters on their full-time employment status with the Laboratory;
- (e) a competence log sheet giving the tests/operations which each of the Technical Personnel is competent to perform/supervise;
- (f) a plan showing the layout and dimensions of the testing areas and sample storage and preparation areas of the Laboratory, with environment controls stated on it; and
- (g) a schedule giving the name of the manufacturer, model, identification marking, specification details of major equipment (including triaxial, direct shear, oedometer, CBR and point load tests equipment) and their calibration records required for carrying out the tests.

On acceptance on the List, whenever changes to any of the above items (including changes of staff) have taken place, the Laboratory shall provide updated copies of the item to the Government within one week of the change taking place. Also, in January and July each year, the Laboratory shall submit to the Government the latest organization chart of the Laboratory and a summary of the total number of tests carried out for each type of standard and non-standard tests in the preceding six months for both Government and other clients.

Government representatives may carry out quality or technical audits of the Laboratory at any time. The Laboratory shall provide every assistance to enable the audits to be carried out. During the audits, the Laboratory's records related to the tests carried out (including records of calibration and checking of equipment), as well as training records, internal audit records and proof of qualifications and experience of personnel may be examined. Laboratory Personnel may be interviewed and required to perform specific tests and calibrations in part or in full.

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Appendix 3C Page 176 of 249

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| Managing Department : | Architectural Services Department | | |
|---|--|---|--|
| Works Category : _ | Space Frame Systems | | Supplier / Specialist Contractor |
| Brief Scope of Category | ': | | |
| The scope of work in this the specified roof system | s category covers the supply and supervision of a. | f the erection of the space frames, and | the design in the case of modification to suit |
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| Managing Department : | Highways Department | |
|---|--|---------------------------------------|
| Works Category : _ Class _ I : _ | Specialized Operations for Highway Structures Guniting | Specialist Contractor |
| Brief Scope of Category The scope of work in thi | y/Class: s category and class covers the guniting works for construction and/or re | epair of concrete highway structures. |
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Direct Entry

1. Job Experience

Satisfactory completion of at least 3 projects in guniting works for the construction and/or repair of concrete highway structures in the past 3 years, each with a value of \$0.1 M or more. References on these projects from consulting engineers (architects or clients if there is no consulting engineer) must be submitted which may be verified by paying site visits.

2. Registration with relevant authorities in Hong Kong (such as Quality Management System Certification, Building Authority etc.)

Not Applicable

3. Top Management *(See Remarks on the end page of this Appendix)

Top management shall possess relevant professional and management experience and have sufficient commitment for control of the works.

4. Technical Staff

Local skilled workforce in guniting.

5. Plant and Equipment **(See Remarks on the end page of this Appendix)

- a. Air compressor.
- b. Gunite machine with necessary accessories.
- c. Concrete breaking hammer (pneumatic/electric).
- d. Scabbling hammer.
- e. Spray machine with spray gun.
- f. Water jet pump.

6. Office/Workshop Facilities

Local office in Hong Kong is required.

7. Training Facilities

Not Applicable

8. Others

Satisfactory technical information and method statements.

Satisfactory site demonstrations. The applicant is also required to demonstrate procedures for the treatment of corroded reinforcement prior to guniting.

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Appendix 3C

Page 180 of 249

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| Works Category : Class <u>II</u> : | Specialized Operations for Highway Structures Waterproofing of Concrete Surfaces | Specialist Contractor |
|------------------------------------|--|---|
| Brief Scope of Catego | ory/Class: this category and class covers the waterproofing of surfaces of concrete high | nway structures, e.g. footbridge roofs or the like. |
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Appendix 3C

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Direct Entry

1. Job Experience

Satisfactory completion of at least 3 projects in waterproofing of surfaces of concrete highway structures in the past 3 years, each with a value of \$0.2 M or more. References on these projects from consulting engineers (architects or clients if there is no consulting engineer) must be submitted which may be verified by paying site visits.

Registration with relevant authorities in Hong Kong (such as Quality Management System Certification, Building Authority etc.)

Not Applicable

3. Top Management *(See Remarks on the end page of this Appendix)

Top management shall possess relevant professional and management experience and have sufficient commitment for control of the works.

4. Technical Staff

Local skilled workforce in waterproofing works.

5. Plant and Equipment **(See Remarks on the end page of this Appendix)

Equipment specified by the manufacturer of the proprietary waterproofing material.

Office/Workshop Facilities

Local office in Hong Kong is required.

7. Training Facilities

Not Applicable

8. Others

Satisfactory technical information and method statements.

Satisfactory site demonstrations.

Works must comply with Section 20: Part 1 of the General Specification for Civil Engineering Works.

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| Managing Department: | Highways Department |
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| Works Category | : | Specialized Operations for Highway Structures | Specialist Contractor |
|-----------------------|---|---|-----------------------|
| Class III | • | Repair of Cracked Concrete by Resin Injection | |

Brief Scope of Category/Class:

The scope of work in this category and class covers the resin injection for repair of cracks in structural concrete for highway structures.

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Direct Entry

1. Job Experience

Satisfactory completion of at least 3 projects involving resin injection for repair of cracks in structural concrete in the past 3 years, each with a value of \$15,000 or more. References on these projects from consulting engineers (architects or clients if there is no consulting engineer) must be submitted which may be verified by paying site visits.

Registration with relevant authorities in Hong Kong (such as Quality Management System Certification, Building Authority etc.)

Not Applicable

3. Top Management *(See Remarks on the end page of this Appendix)
Top management shall possess relevant professional and management experience and have sufficient commitment for control of the works.

4. Technical Staff

Local workforce skilled in repair of concrete structures by resin injection.

5. Plant and Equipment **(See Remarks on the end page of this Appendix)

- a. Resin injection pump with pressure control.
- Mechanical mixer for resin.
- c. Air compressor.

Office/Workshop Facilities

Local office in Hong Kong is required.

Training Facilities

Not Applicable

Satisfactory technical information and method statements.

Satisfactory site demonstrations.

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| Grief Scope of Category/Class: The scope of work in this category and class covers the non-destructive weld-testing of structural steelworks for highway structures. | Vorks Category : Class IV : | Specialized Operations for Highway Structures Non-destructive Testing of Welds | Specialist Contractor |
|---|-----------------------------|--|---------------------------------|
| The scope of work in this category and class covers the non-destructive weld-testing of structural steelworks for highway structures. | rief Scope of Categor | ry/Class: | |
| | he scope of work in th | nis category and class covers the non-destructive weld-testing of structural ste | elworks for highway structures. |
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Direct Entry

1. Job Experience

Satisfactory completion of at least 3 projects in non-destructive weld-testing on structural steel works in the past 3 years, each with a value of \$ 0.1 M or more. References on these projects from consulting engineers (architects or clients if there is no consulting engineer) must be submitted which may be verified by paying site visits.

Registration with relevant authorities in Hong Kong (such as Quality Management System Certification, Building Authority etc.) Not Applicable

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3. Top Management *(See Remarks on the end page of this Appendix)

Top management shall possess relevant professional and management experience and have sufficient commitment for control of the works.

See Note in Page No. 234

4. Technical Staff

Professional and technical staff with relevant qualifications and experience in non-destructive testing of welds.

5. Plant and Equipment**(See Remarks on the end page of this Appendix)

- a. Penetrant (dye and fluorescent) flaw detection.
- Magnetic particle flaw detection.
- Radiological flaw detection, including dark room facilities.
- Ultrasonic flaw detection.

Office/Workshop Facilities

Local office in Hong Kong is required.

Training Facilities

Not Applicable

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Satisfactory technical information, method statements and fully documented quality assurance system. Satisfactory site demonstrations.

Works must comply with Clause 18.96(4) of the General Specification for Civil Engineering Works.

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Appendix 3C

Page 186 of 249

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| naging Department : | Highways Department | |
|--|---|----------------------------|
| Works Category : Class V : | Specialized Operations for Highway Structures Hot Dip Galvanising | Specialist Contractor |
| Brief Scope of Catego The scope of work in t | ory/Class: his category and class covers the hot dip galvanising of structural steelwork | ts for highway structures. |
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Direct Entry

1. Job Experience

Satisfactory completion of at least 3 projects in hot dip galvanising of structural steelworks in the past 3 years, each with a value of \$0.2 M or more. References on these projects from consulting engineers (architects or clients if there is no consulting engineer) must be submitted which may be verified by paying site visits.

Registration with relevant authorities in Hong Kong (such as Quality Management System Certification, Building Authority etc.) Not Applicable

3. Top Management *(See Remarks on the end page of this Appendix)
Top management shall possess relevant professional and management experience and have sufficient commitment for control of the works.

4. Technical Staff

Technical staff with relevant qualifications and experience.

Plant and Equipment**(See Remarks on the end page of this Appendix)

- a. Alkaline degreasing tank.
- Acid pickling tank.
- Rinsing tank.
- Fluxing tank.
- Drying tank.
- Zinc bath with temperature control.
- Water quenching/air cooling tank.
- Coating thickness gauge.
- Lifting cranes.
- Laboratory facilities for testing chemicals used in galvanising.

Office/Workshop Facilities

Local office in Hong Kong is required. The applicant must possess a galvanising facility with the equipment listed above.

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Appendix 3C

Page 188 of 249

Appendix 3C

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7. Training Facilities

Not Applicable

8. Others

Satisfactory technical information, method statements and fully documented quality assurance system. Satisfactory demonstrations.

Works must comply with Clause 18.53 to 18.60 and 18.61(2) of the General Specification for Civil Engineering Works.

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| Managing Department: | Architectural Services Department |
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Works Category: Steam and Compressed Air Installation Specialist Contractor

Brief Scope of Category:

The scope of work in this category covers the supply, installation and maintenance of steam and compressed air installation including laundry equipment, boiler, steam distribution system, compressed air plant etc.

Definition of Probationary Status[#] (Para. 3.5.3 is not applicable for this category)

Eligible for the award of a maximum of two contracts/subcontracts provided that the total value of works in this category does not exceed \$3.4 million

* See Remarks (1) on the end page of this Appendix.

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Page 234 of this Appendix

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Appendix 3C

Page 190 of 249

Appendix 3C

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| A. Entry on Probation | | B. Confirmation | | | C. Direct Entry | |
|-----------------------|--|-----------------|--|----------------|--|--|
| 1. Jok | o Experience | (1) | The applicant has satisfactorily completed, within the past 12 months, at least one public works contract let by a Works Department; and | 1. Jo | ob Experience | |
| (1) | The applicant shall have adequate experience in the type and size of work of the category, with satisfactory quality of work compatible with Government standard; and | (2) | This contract shall be direct contract, which was signed between the applicant and the employer of the concerned project; and | (1) | The applicant shall have adequate experience in the type and size of work of the category, with satisfactory quality of work compatible with Government standard; and | |
| (2) | The applicant shall have adequate experience in contract management of work of the category, solely and fully, including coordination with building contractor and other building services / electrical and mechanical contractors; and | (3) | All statutory forms such as the Work Completion (Part of an Installation) Certificate (i.e. Form WR1 (A)) shall be issued under the name of the applicant; and The scope of work for this contract must fulfill all the following requirements: | (2) | The applicant shall have adequate experience in contract management of work of the category, solely and fully, including coordination with building contractor and other building services / electrical and mechanical contractors; and | |
| (3) | For job experience outside the HKSAR, evidences as stipulated under para. 2.4.5 of the CMH must also be produced to the satisfaction of the Secretary for the Environment, Transport and Works; otherwise, it will not be considered as a valid job reference. | | (a) Contract value of the work related to the category under application for confirmation exceeds \$0.5M; and (b) The contract shall cover the nature of works as | (3) | For job experience outside the HKSAR, evidences as stipulated under para. 2.4.5 of the CMH must also be produced to the satisfaction of the Secretary for the Environment, Transport and Works; otherwise, it will not be considered as a valid job reference. | |
| job si set oi | <u>Reference for Inspection</u> (In addition to the above, every utbeful by the applicant shall fulfill all requirements ut below; otherwise, it will not be considered as a valid eference) | | described in the "Brief Scope of Category"; and (c) If the contract is a term contract, all of the above requirements 4 (a) and 4 (b) shall be fulfilled in one works order. | job s set o | Reference for Inspection (In addition to the above, every submitted by the applicant shall fulfill all requirements but below; otherwise, it will not be considered as a valid reference) | |
| (4) | The applicant shall submit at least 2 contracts, which were completed within the past 3 years for site inspection; and | (5) | Subcontract will not be considered as valid job reference unless it can satisfy all of the following requirements, in addition to all the above stated | (4) | The applicant shall submit at least 2 contracts, which were completed within the past 3 years for site inspection; and | |
| (5) | At least one of the above 2 contracts shall be completed within the past 12 months or at final stage; and | | requirements: (a) The subcontract shall include all the relevant work as described under the "Brief Scope of | (5) | At least one of the above 2 contracts shall be completed within the past 12 months or at final stage; and | |
| (6) | These 2 contracts shall be direct contract, which was signed between the applicant and the employer of the concerned project; and | | Category" covered in the main contract; and (b) The applicant shall have undertaken the full scope of work covered in the subcontract, solely | (6) | These 2 contracts shall be direct contract, which was signed between the applicant and the employer of the concerned project; and | |
| (7) | All statutory forms such as the Work Completion (Part of an Installation) Certificate (i.e. Form WR1 (A)) shall be issued under the name of the applicant; and | | and fully, including contract management; and (c) The party by which the applicant is awarded with the subcontract, and the upstream | (7) | All statutory forms such as the Work Completion (Part of an Installation) Certificate (i.e. Form WR1 (A)) shall be issued under the name of the applicant; and | |
| (8) | The applicant shall be able to arrange joint site inspections for the government's examination of the quality and workmanship of the submitted job reference within normal office hours; and | | contracting parties up to and including the main contractor, which is the company awarded with the direct contract by the employer of the concerned project, all shall not be the steam and | (8) | The applicant shall be able to arrange joint site inspections for the government's examination of the quality and workmanship of the submitted job reference within normal office hours; and | |

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Appendix 3C Page 191 of 249

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Minimum Technical & Management Criteria for Admission, Confirmation and Promotion of Contractors for the Specialist List

| | | A. Entry on Probation | B. Confirmation | | C. Direct Entry | |
|-------|------------------|---|--|------|---|--|
| (9) | The s | cope of work for each of these 2 contracts must all of the following requirements: | compressed air installation contractor for the project work. | (9) | The scope of work for each of these 2 contracts fulfill all of the following requirements: | must |
| | (a) | Contract value of the work related to the category under application for inclusion exceeds \$0.5M; and | | | (a) Contract value of the work related to the category under application for inclusion \$1M; and | |
| | (b) | The contract shall cover the nature of works as described in the "Brief Scope of Category". | | | (b) The contract shall cover the nature of wo described in the "Brief Scope of Categor | |
| (10) | refere requir | ontract will not be considered as valid job ence unless it can satisfy all of the following rements, in addition to all the above stated rements: | | (10) | Subcontract will not be considered as valid job reference unless it can satisfy all of the followir requirements, in addition to all the above stated requirements: | |
| | (a) | The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and | | | (a) The subcontract shall include all the rele work as described under the "Brief Scop Category" covered in the main contract; | e of |
| | (b) | The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and | | | (b) The applicant shall have undertaken the scope of work covered in the subcontrac and fully, including contract management | t, solely |
| | (c) | The party by which the applicant is awarded with the subcontract, and the upstream contracting parties up to and including the main contractor, which is the company awarded with the direct contract by the employer of the concerned project, all shall not be the steam and compressed air installation contractor for the project work; and | | | (c) The party by which the applicant is awar with the subcontract, and the upstream contracting parties up to and including the contractor, which is the company awards the direct contract by the employer of the concerned project, all shall not be the stee compressed air installation contractor for project work; and | ne main ed with e am and |
| | (d) | The applicant must present documentary evidence to prove the above requirements are met and such evidence must be substantiated by all the relevant upstream contracting parties as mentioned at (c) above including letters from them, which must be signed by their authorized signatories to confirm that the applicant has met the above requirements in the subcontract; and | | | (d) The applicant must present documentary evidence to prove the above requirement met and such evidence must be substantiall the relevant upstream contracting par mentioned at (c) above including letters them, which must be signed by their auth signatories to confirm that the applicant the above requirements in the subcontraction. | as are ated by ties as from norized has met |
| | (e) | Notwithstanding the above, the Managing Department may seek references on the applicant's technical and managerial capabilities from the employer, the relevant parties of the | | | (e) Notwithstanding the above, the Managin Department may seek references on the applicant's technical and managerial cap from the employer, the relevant parties of | abilities |
| Apper | ndix 3C | | | | Page 192 of <u>24</u> 9 | |

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| | A. Entry on Probation | B. Confirmation | C. Direct Entry |
|-------------------------|---|-----------------|--|
| | concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant from the relevant parties of the concerned project. | | concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant from the relevant parties of the concerned project. |
| (su | distration with relevant authorities in Hong Kong the as Quality Management System Certification, Iding Authority etc.) | | 2. Registration with relevant authorities in Hong Kong (such as Quality Management System Certification, Building Authority etc.) |
| Stat | utory Registration | | Statutory Registration |
| Con 406 rele | applicant shall be a Registered Electrical tractor registered under Electricity Ordinance, Cap. and have full time technical staff (meeting the want statutory registration requirement) of number less than that described in the Section "Technical f'. | | The applicant shall be a Registered Electrical Contractor registered under Electricity Ordinance, Cap. 406 and have full time technical staff (meeting the relevant statutory registration requirement) of number not less than that described in the Section "Technical Staff". |
| 3. Te | chnical Staff (See Annex 1 for definition of Staff nalification) | | 3. Technical Staff (See Annex 1 for definition of Staff Qualification) |
| Qua | lified Engineer | | Qualified Engineer |
| Bui | oloy at least 1 no. qualified engineer (Mechanical or ding Serviecs discipline) with adequate and want project management experience. | | Employ at least 1 no. qualified engineer (Mechanical or Building Serviecs discipline) with adequate and relevant project management experience. |
| Tec | nnical Support Staff | | Technical Support Staff |
| and | oloy adequate nos. of technicians, site supervisors draftsmen with adequate and relevant academic ification and working experience. | | Employ adequate nos. of technicians, site supervisors and draftsmen with adequate and relevant academic qualification and working experience. |
| Site | nnician 2 nos. supervisor 2 nos. ftsman 1 no. | | Technician 2 nos. Site supervisor 2 nos. Draftsman 1 no. |
| Cra | tsman_ | | <u>Craftsman</u> |
| Em _j trad | oloy adequate nos. of craftsman in the following es | | Employ adequate nos. of craftsman in the following trades |

Appendix 3C Page 193 of 249 刪除: 234

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| A. Entry on Probation | B. Confirmation | C. Direct Entry |
|---|-----------------|---|
| (A) Mechanical Fitter Minimum score required 20 marks Qualified Mechanical Fitter 20 marks Intermediate Mechanical Fitter 15 marks Ordinary Mechanical Fitter 8 marks | | (A) Mechanical Fitter Minimum score required 20 marks Qualified Mechanical Fitter 20 marks Intermediate Mechanical Fitter 15 marks Ordinary Mechanical Fitter 8 marks |
| (B) Electrician Minimum score required 20 marks Qualified Electrician 20 marks Intermediate Electrician 15 marks Ordinary Electrician 8 marks | | (B) Electrician Minimum score required 20 marks Qualified Electrician 20 marks Intermediate Electrician 15 marks Ordinary Electrician 8 marks |
| Statutory Registration The applicant shall have staff meeting the following statutory registration requirements: ♦ Registered Electrical Worker (REW) registered under Electricity Ordinance, Cap. 406. Grade A2 – 1 no. (minimum) The REW can be the Qualified Engineer, Technical Support Staff or Craftsman. | | Statutory Registration The applicant shall have staff meeting the following statutory registration requirements: ♦ Registered Electrical Worker (REW) registered under Electricity Ordinance, Cap. 406. Grade A2 – 1 no. (minimum) The REW can be the Qualified Engineer, Technical Support Staff or Craftsman. |
| 4. Plant and Equipment **(See Remarks on the end page of this Appendix) | | 4. Plant and Equipment **(See Remarks on the end page of this Appendix) |
| Adequate modern drafting and computing facilities; minimum 1 no. CAD terminal. Adequate nos. of calibrated testing instruments and equipment/tools for carrying out installation, operation, maintenance and testing/commissioning services; valid calibration certificates for testing instruments shall be available. Refer Annex 28 for list of typical equipment/tools and testing instruments required. | | Adequate modern drafting and computing facilities; minimum 1 no. CAD terminal. Adequate nos. of calibrated testing instruments and equipment/tools for carrying out installation, operation, maintenance and testing/commissioning services; valid calibration certificates for testing instruments shall be available. Refer Annex 28 for list of typical equipment/tools and testing instruments required. |
| 5. Office/Workshop Facilities | | 5. Office/Workshop Facilities |
| Local office/workshop in Hong Kong SAR is required. Reasonably sized, suitably furnished office and workshop/storage areas. In general, the minimum office area shall be 40 m² and the minimum workshop + storage area shall be 40 m². Documentary evidence Appendix 3C | | Local office/workshop in Hong Kong SAR is required. Reasonably sized, suitably furnished office and workshop/storage areas. In general, the minimum office area shall be 40 m ² and the minimum workshop + storage area shall be 40 m ² . Documentary evidence Page 194 of 249 |

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| A. Entry on Probation | B. Confirmation | C. Direct Entry |
|---|-----------------|---|
| (e.g. purchase/lease agreement) to prove right of use shall be produced. | | (e.g. purchase/lease agreement) to prove right of use shall be produced. |
| 6. Others | | 6. Others |
| Authorized Agency Preferably be an authorized agent in HKSAR for essential equipment. Documentary evidence such as authorized agency agreements shall be available. | | Authorized Agency Preferably be an authorized agent in HKSAR for essential equipment. Documentary evidence such as authorized agency agreements shall be available. |
| Support from Principal Technical support from principal(s) of relevant agency is desirable. Applicant to demonstrate scope and extent (such as design, backup on installation / maintenance etc.) of support. | | Support from Principal Technical support from principal(s) of relevant agency is desirable. Applicant to demonstrate scope and extent (such as design, backup on installation / maintenance etc.) of support. |

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| Managing Department : Highways Department | | | | | |
|---|---|-----------------------------------|-----------------------------|--|--|
| Works Category : | Structural Steelwork | | Specialist Contractor | | |
| Brief Scope of Categor The scope of work in the | ry: nis category and class covers the fabrication a | nd erection of structural steelwo | ork for highway structures. | | |
| | | | | | |
| | | | | | |

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Direct Entry

1. Job Experience

Satisfactory completion of at least 3 projects in the fabrication and erection of structural steelworks for permanent civil engineering or building structures in the past 3 years, each with a value of \$ 0.5 M or more. References on these projects from consulting engineers (architects or clients if there is no consulting engineer) must be submitted which may be verified by paying site visits.

2. Registration with relevant authorities in Hong Kong (such as Quality Management System Certification, Building Authority etc.)

Not Applicable

3. Top Management *(See Remarks on the end page of this Appendix)

Top management shall possess relevant professional and management experience and have sufficient commitment for control of the works.

4. Technical Staff

Professional and technical staff experienced in the design, fabrication and erection of structural steelwork.

Local workforce for erection of steelwork.

At least 3 qualified welders to BS 4570, BS EN287-1 or BS 4872: Part 1 as appropriate. Copies of their certificates are required.

5. Plant and Equipment **(See Remarks on the end page of this Appendix)

- a. Welding plant.
- b. Lifting crane.
- c. Drilling machine.
- d. Bending machine.
- e. Lathe.
- f. Shearing machine.
- g. Flame cutting machine.
- h. Plate rolling machine.
- i. Grit blasting equipment.
- i. Grinder.
- k. Planing, shaping and slotting machine.
- 1. Milling machine.
- m. Boring and surfacing machines.
- n. Oven/cabinet with drying facilities for storing electrodes.

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Appendix 3C

Page 197 of 249

Appendix 3C

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Direct Entry

6. Office/Workshop Facilities

Local office in Hong Kong is required. Fabrication yard with the equipment listed above. The applicant may be required to arrange for a visit to the fabrication yard.

7. Training Facilities

Not Applicable

8. Others

Satisfactory technical information, method statements and fully documented quality assurance and control system for fabrication and erection of steelwork. Works must comply with Section 18 of the General Specification for Civil Engineering Works.

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| Managing Department : Highways Department | | | | |
|---|---|-----------------------|--|--|
| Works Category : Class <u>I</u> : | Supply and Installation of Bearings for Highway Structures Mechanical Bearings | Specialist Contractor | | |
| Brief Scope of Category/Class: The scope of work in this category and class covers the supply and installation of mechanical bridge bearings for highway structures. The applicant included in this category and class for the supply and installation of a particular bearing proposed in the application. The bearing must be a proprietary product. | | | | |

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Appendix 3C

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Direct Entry

1. Job Experience

Satisfactory performance of the bearing in service. A list of job references where the bearing has been installed, together with at least 3 references from the clients or maintenance authorities for projects completed in the past 3 years, must be submitted. The number of bearings installed in each project must not be less than 6. The applicant may be required to arrange site visits to verify the references.

2. Registration with relevant authorities in Hong Kong (such as Quality Management System Certification, Building Authority etc.)

The manufacturer for the bearing shall be operating a quality management system certified by an internationally recognized certifying body.

3. Top Management *(See Remarks on the end page of this Appendix)

Top management shall possess relevant professional and management experience and have sufficient commitment for control of the works.

4. Technical Staff

Professional and technical staff experienced in bridge design and installation of bearings. Local workforce capable of installing the bearing. A mock-up installation may be required.

Plant and Equipment**(See Remarks on the end page of this Appendix)

- Equipment required for the installation of the bearing as specified by the manufacturer.
- Mechanical grout mixer.
- Mechanical grout pump.

Office/Workshop Facilities

Local office in Hong Kong is required.

Training Facilities

Not Applicable

Others

Satisfactory technical information and method statements. The design, manufacture and installation must comply with Section 20: Part 2 of the General Specification for Civil Engineering Works and Section 9 of the Structures Design Manual for Highways and Railways. Other equivalent national standards may be considered in lieu of the standards referred to in the Specification. Technical and testing report from an approved independent organisation to confirm compliance with the above standards must be submitted.

The manufacturer for the bearing and the applicant must have established acceptable manufacturing and installation procedures and fully documented quality assurance systems. Visit to the factory may be required for this purpose. If such visits are not practicable, the applicant may be required to arrange for an independent report at his own cost.

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Appendix 3C

Page 200 of 249

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| Managing Department : | Highways Department |
|-----------------------|---------------------|
|-----------------------|---------------------|

Works Category : Supply and Installation of Bearings for Highway Structures

Class II : Elastomeric Bearings

Specialist Contractor

Brief Scope of Category/Class:

The scope of work in this category and class covers the supply and installation of elastomeric bridge bearings for highway structures. The applicant will be included in this category and class for the supply and installation of a particular bearing proposed in the application. The bearing must be a proprietary product.

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Appendix 3C

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Direct Entry

1. Job Experience

Satisfactory performance of the bearing in service. A list of job references where the bearing has been installed, together with at least 3 references from the clients or maintenance authorities for projects completed in the past 3 years, must be submitted. The number of bearings installed in each project must not be less than 6. The applicant may be required to arrange site visits to verify the references.

2. Registration with relevant authorities in Hong Kong (such as Quality Management System Certification, Building Authority etc.)

The manufacturer for the bearing shall be operating a quality management system certified by an internationally recognized certifying body.

3. Top Management *(See Remarks on the end page of this Appendix)

Top management shall possess relevant professional and management experience and have sufficient commitment for control of the works.

4. Technical Staff

Professional and technical staff experienced in bridge design and installation of bearings. Local workforce capable of installing the bearing. A mock-up installation may be required.

5. Plant and Equipment **(See Remarks on the end page of this Appendix)

- a. Equipment required for the installation of the bearing as specified by the manufacturer.
- b. Mechanical grout mixer.
- c. Mechanical grout pump.

6. Office/Workshop Facilities

Local office in Hong Kong is required.

7. Training Facilities

Not Applicable

8. Others

Satisfactory technical information and method statements. The design, manufacture and installation must comply with Section 20: Part 2 of the General Specification for Civil Engineering Works and Section 9 of the Structures Design Manual for Highways and Railways. Other equivalent national standards may be considered in lieu of the standards referred to in the Specification. Technical and testing report from an approved independent organisation to confirm compliance with the above standards must be submitted.

The manufacturer for the bearing and the applicant must have established acceptable manufacturing and installation procedures and fully documented quality assurance systems. Visit to the factory may be required for this purpose. If such visits are not practicable, the applicant may be required to arrange for an independent report at his own cost.

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Appendix 3C

Page 202 of 249

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| Managing Department : | Highways Department | |
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Works Category : Supply and Installation of Expansion Joints for Highway Structures Specialist Contractor

Brief Scope of Category:

The scope of work in this category covers the supply and installation of expansion joints for vehicular bridges. The applicant will be included in this category for the supply and installation of a particular expansion joint proposed in the application. The expansion joint must be a proprietary product.

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Direct Entry

1. Job Experience

Satisfactory performance of the expansion joint in service. A list of job references where the expansion joint has been installed, together with at least 3 references from the clients or maintenance authorities for projects completed in the past 3 years, must be submitted. The number of expansion joints installed in each project must not be less than 3. The applicant may be required to arrange site visits to verify the references.

2. Registration with relevant authorities in Hong Kong (such as Quality Management System Certification, Building Authority etc.)

The manufacturer for the expansion joint shall be operating a quality management system certified by an internationally recognized certifying body.

3. Top Management *(See Remarks on the end page of this Appendix)

Top management shall possess relevant professional and management experience and have sufficient commitment for control of the works.

4. Technical Staff

Professional and technical staff experienced in bridge design and installation of expansion joints. Local workforce capable of installing the expansion joint. A mock-up installation may be required.

5. Plant and Equipment **(See Remarks on the end page of this Appendix)

- a. Equipment required for the installation of the expansion joint as specified by the manufacturer.
- b. Pneumatic breaker with compressor.
- c. Oven for melting binder.
- d. Welding equipment.
- e. Concrete vibrator.
- f. Mechanical mortar mixer.
- g. Generator.
- h. Concrete cutter.
- i. Gas burner.
- j. Air blower.

6. Office/Workshop Facilities

Local office in Hong Kong is required.

7. Training Facilities

Not Applicable

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Appendix 3C

Page 204 of 249

Appendix 3C

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Direct Entry

8. Others

Satisfactory technical information and method statements. The design, manufacture and installation must comply with Section 20: Part 4 of the General Specification for Civil Engineering Works and Section 11 of the Structures Design Manual for Highways and Railways. Other equivalent national standards may be considered in lieu of the standards referred to in the Specification. Technical and testing report from an approved independent organisation to confirm compliance with the above standards must be submitted. The manufacturer for the expansion joint and the applicant must have established acceptable manufacturing and installation procedures and fully documented quality assurance systems. Visit to the factory may be required for this purpose. If such visits are not practicable, the applicant may be required to arrange for an independent report at his own cost. Trial installation on a private/Government work site may be required. For the latter case, the trial will be subject to the applicant accepting the liability for replacing the joint with an approved joint should the joint be found unsatisfactory. The assessment period of the trial is 12 months.

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| Managing Department : | Water Supplies Department | | |
|--|--|--|--|
| Works Category : | Supply and Installation of Pumpsets and Associated Pipework | Specialist Contractor | |
| Brief Scope of Category: The scope of work in this of the associated equipment. | : category covers the supply, fabrication, installation, testing, and delivery to site o | f pumpsets, pipework, fittings, valves and | |
| | ry Status th the criteria of 'Entry On Probation' will be admitted initially on probation a ed with the criteria of 'Confirmation'. Contractors complying with the criteria | | |

Appendix 3C Page 206 of 249

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| | | A. Entry On Probation | B. Confirmation | C. Direct Entry | | |
|-----|---------|---|--|--|-----|--|
| | 1. | Job Experience Possess at least five years experience in the supply and installation of large pumping plant (with an input power requirement not less than 250kW), either in the capacity of a contractor or sub-contractor in private sector or Government contracts. The contractor should either have an agency agreement with a reputable pump manufacturer or have a close-link relation with (such as a subsidiary company of) a contractor with sufficient experience in the supply and installation of large pumping plant (with an input power requirement over 500kW) for direct technical support and services. | Satisfactory completion of one contract without any adverse report for the duration (including the maintenance period) of the contract. The contract should consist of at least a large pumpset with an input power of 500 kW. | Possess at least five years experience in the supply and installation of large pumping plant (with an input power requirement of 500kW and over), either in the capacity of a contractor or sub-contractor in private sector or Government contracts. | | |
| | 2. | Registration with relevant authorities in Hong Kong (such as Quality Management System Certification, Building Authority etc.) | | | | |
| I | | Not Applicable | Not Applicable | Not Applicable | | 刪除: NA |
| 1 | 3. | Top Management *(See Remarks on the end page of this Appendix) | | | | 刪除: NA 刪除: NA |
| | | At least one of the managers and professional staff should possess minimum qualification of corporate membership of a recognized professional institution in mechanical engineering discipline i.e. MIMechE, MHKIE or equivalent with relevant experience. | The contractor can provide proof that the company's management capabilities remain the same or have become better than that at the time when the company was admitted to the List on probation. | At least one of the managers and professional staff should possess minimum qualification of corporate membership of a recognized professional institution in mechanical engineering discipline i.e. MIMechE, MHKIE or equivalent with relevant experience. | | 删除: See Note in Page No. 234 |
| , | 4. | Technical Staff | | | 4 | 格式化表格 |
| | 7. | Minimum of three qualified technical and supervisory persons as well as 10 tradesmen/workers. The technical and supervisory staff should possess minimum qualification of Higher Certificate in | The contractor can provide proof that the company's technical capabilities remain the same or have become better than that at the time when the company was admitted to the List on probation. | Minimum of three qualified technical and supervisory persons as well as 10 tradesmen/workers. The technical and supervisory staff should possess minimum qualification of Higher Certificate in | | 格式化: 字型: 13 點 格式化: 內文縮排, 靠左, 約 排: 左: 0", 右: 0", 貼齊格約 定位點: 不在 0.36" + 0.63" 4.06" |
| | | Mechanical Engineering or equivalent with at least five years relevant experience. | | Mechanical Engineering or equivalent with at least five years relevant experience. | ,,, | 刪除: 234 |
| | | - | | - | | 刪除: 249 一刪除: 250 |
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| A. Entry On Probation | B. Confirmation | C. Direct Entry | 4/-/ | 格式化: 置中格式化表格 |
|---|--|--|----------------|--|
| 5. Plant and Equipment **(See Remarks on the end page of this Appendix) | | 3 | | 删除: See Note in Page No. 234 |
| Not Applicable | Not Applicable | Not Applicable | | 刪除: NA |
| 6. Office/Workshop facilities | | | 4 | 刪除: NA |
| A workshop in Hong Kong furnished with the necessary tools, specialised equipment and other supporting | The contractor can provide proof that the company's workshop facilities remain the same or have become | A workshop in Hong Kong furnished with the necessary tools, specialised equipment and other supporting | (``(| 刪除: NA |
| facilities. | better than that at the time when the company was | facilities. | | 格式化: 縮排: 左: 0" |
| | admitted to the List on probation. | | 4 \ \\ | 格式化: 字型: 非粗體 |
| | | | -11/1 | 格式化: 字型: 非粗體 |
| 7. Training Facilities | | | 4 1 | 格式化 |
| Not Applicable | Not Applicable | Not Applicable | | 格式化: 縮排: 左: 0", 第 一行: 0" |
| 8. Others | | | → , \ \ | 格式化 |
| The Contractor should provide full details of the equipment supplied and installed under previous contracts to demonstrate his capability of complying with WSD's | The Contractor should provide full details of the equipment supplied and installed under previous contracts to demonstrate his capability of complying | The Contractor should provide full details of the equipment supplied and installed under previous contracts to demonstrate his capability of complying | \ \ \ \ | 格式化: 縮排: 左: 0",第 一行: 0",定位點: 0.08",左+ 不在 0.63" |
| standard technical specification. | with WSD's standard technical specification. | with WSD's standard technical specification. | 1// | 格式化: 縮排: 左: 0" |
| | | | \ \ | 格式化: 縮排: 左: 0" |
| | | | | 格式化: 字型: 非粗體 |
| v | | | | 刪除: A. Entry On Probation [75] |

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Works Category : Supply and Installation of Water Treatment Plant

Specialist Contractor

Brief Scope of Category:

The scope of work in this category covers the design, manufacture and installation of water treatment plant in public supply systems for treating raw water to potable standard acceptable to the Water Supplies Department and for processing water treating effluent to a quality acceptable for disposal.

Definition of Probationary Status

Except in the most exceptional circumstances, a contractor will be admitted initially on probation.

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| A. Entry On Probation | B. Confirmation | |
|---|---|---------------------------------|
| 1. Job Experience The applicant should possess a minimum of 10 years experience in the design, manufacture and installation of water treatment plant in public supply systems for treating raw water to potable standard acceptable to the Water Supplies Department and for processing water treatment effluent to a quality acceptable for disposal. Also, they should have completed successfully 2 water treatment works each of capacity at least 150 Mld in the past 10 years. | The probationary contractor has satisfactorily completed one contract and he has not received any adverse report for the duration (including the maintenance period) of the contract. | |
| 2. Registration with relevant authorities in Hong Kong (such as Quality Management System Certification, Building Authority etc.) Not Applicable | Not Applicable | ⁻ 刪除: NA |
| | | <. |
| 3. Top Management *(See Remarks on the end page of this Appendix) | | 刪除: NA |
| Not Applicable | Not Applicable | 刪除: See Note in Page No. 234 |
| 4. Technical Staff | | 刪除: NA |
| The applicant should have an established organization comprising qualified professional and technical staff from Civil, Electrical, Mechanical and Chemical Engineering fields with at least 5 years relevant experience. | see item (8) | 刪除: NA |
| 5. Plant and Equipment **(See Remarks on the end page of this Appendix) Not Applicable | Not Applicable | 一一 删除: See Note in Page No. 234 |
| 6. Office/Workshop Facilities The applicant should have local supporting workshop facilities and allow inspection of such facilities by Government representatives. | see item (8) | 刪除: NA 刪除: NA |
| 7. Training Facilities Not Applicable | Not Applicable | 刪除: NA |
| 8. Others The applicant should have at least 3 years trading record with manufacturers who are able to supply specialized materials and equipment for the work and provide him with technical support when required. | The probationary contractor can provide proof that the company's financial, technical and management capabilities have remained the same or have become better than the time when he was admitted on the List on probation. | 刪除: NA |
| | | 脚隊 , 224 |

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Appendix 3C

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Managing Department: Highways Department

Works Category: Supply of Bituminous Pavement Materials and Construction of

Supplier / Specialist Contractor

Special Bituminous Surfacing

Brief Scope of Category:

The scope of work in this category covers the supply of the bituminous pavement materials and the laying of the special bituminous surfacing as described in Works Branch Technical Circular No. 17/96.

Definition of Probationary Status

The probation period is 2 years. The probationary contractor will be assessed at the end of the probationary period on the basis of capability and performance locally to determine whether the contractor is eligible to be confirmed, or remains as a probationary contractor, or is required to be removed from the List.

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Minimum Technical & Management Criteria for Admission, Confirmation and Promotion of Contractors for the Specialist List

| 1. Job Experience Satisfactory completion of 1 to 3 projects in supply of bituminous pavement materials and construction of special bituminous pavement materials and construction of special bituminous pavement materials and construction of special bituminous surfacing in the past 3 years of in the of which, satisfactory completion of trial production and laying of bituminous pavement materials and/cospecial bituminous surfacing in the goal 3 years, demonstrating engineers (architects or clients if there is no consulting engineers (architects or clients if there is no consulting engineers (architects or clients if there is no consulting engineers (architects or clients). 2. Registration with relevant authorities in Hong Kong (such as Quality Management System Certification, Building Authority etc.) 3. Top Management ("Management System Certification, Building Authority etc.) 4. Technical Staff Professional, technical staff and work force experienced in the supply of bituminous pavement materials and construction of special bituminous surfacing. 5. Plant and Equipment ("Management System Certification, Building Authority etc.) Adequate equipment negatives of the surface of the Australia of the supply of bituminous pavement materials and construction of special bituminous surfacing. 5. Plant and Equipment ("Management System Certification, Building Authority etc.) Adequate equipment required: a. Mixing plant having at least four separate cold feed bins, four hot storage plants are under the supply of bituminous pavement materials and construction of special bituminous surfacing. Adequate equipment required: a. Mixing plant having at least four separate cold feed bins, four hot storage plants and the supply of bituminous pavement materials and construction of special bituminous surfacing. Adequate equipment required: a. Mixing plant having at least four separate cold feed bins, four hot storage plants, are roughly of bituminous surfacing. Bible to the professional, technical staff and work force exper | A. Entry On Probation | B. Confirmation | C. Direct Entry | |
|--|--|--|--|-------------|
| (such as Quality Management System Certification, Building Authority etc.) Not Applicable 3. Top Management (See Remarks on the and page of this Amendits) Not Applicable 4. Technical Staff Professional, technical staff and work force experienced in the supply of bituminous pavement materials and construction of special bituminous surfacing. 5. Plant and Equipment (See Remarks on the end page of this Appendix) Adequate equipment required: a. Mixing plant having at least four separate cold feed bins, four hot storage bins, a rotary drum dryer, temperature monitoring devices, and sampling devices, and sampling devices, and sampling devices for taking samples of hot aggregates, fillers and bitumen before mixing. b. Heating and storage tank fitted with circulating pumps and thermostatically controlled heaters for bitumen. c. Heating and storage tank fitted with high shear mixer for pre-blended type of modified binder. d. Insulated surge bin fitted with heating devices to maintain temperature of the hot-mix. | Satisfactory completion of 1 to 3 projects in supply of bituminous pavement materials and construction of special bituminous surfacing in the past 3 years or in lieu of which, satisfactory completion of trial production and laying of bituminous pavement materials and/or special bituminous surfacing. References on these projects from consulting engineers (architects or clients if there is no consulting engineer) must be submitted which may be verified by | the end of the probationary period on the basis of capability and performance locally. The requirements are the same as those required | bituminous pavement materials and construction of special bituminous surfacing in the past 3 years, demonstrating adequate management and technical support for a general supply of bituminous pavement materials to the local market. References on these projects from consulting engineers (architects or clients if there is no consulting engineer) must be | |
| Not Applicable 4. Technical Staff Professional, technical staff and work force experienced in the supply of bituminous pavement materials and construction of special bituminous pavement materials and construction of special bituminous pavement materials and construction of special bituminous surfacing. 5. Plant and Equipment ***Cse Remarks on the end page of this Appendix*) Adequate equipment required: a. Mixing plant having at least four separate cold feed bins, four hot storage bins, a rotary drum dryer, temperature monitoring devices, and sampling devices for taking samples of hot aggregates, fillers and bitumen before mixing. b. Heating and storage tank fitted with circulating pumps and thermostatically controlled heaters for bitumen. c. Heating and storage tank fitted with high shear mixer for pre-blended type of modified binder. d. Insulated surge bin fitted with heating devices to maintain temperature of the hot-mix. Mixing plant having at least four separate cold feed bins, four hot storage bins, a rotary drum dryer, temperature monitoring devices, and sampling devices for taking samples of hot aggregates, fillers and bitumen before mixing. b. Heating and storage tank fitted with circulating pumps and thermostatically controlled heaters for bitumen. c. Heating and storage tank fitted with high shear mixer for pre-blended type of modified binder. d. Insulated surge bin fitted with heating devices to maintain temperature of the hot-mix. Mixing plant having at least four separate cold feed bins, four hot storage bins, a rotary drum dryer, temperature monitoring devices, and sampling devices for taking samples of hot aggregates, fillers and bitumen before mixing. b. Heating and storage tank fitted with circulating pumps and thermostatically controlled heaters for bitumen. c. Heating and storage tank fitted with high shear mixer for pre-blended type of modified binder. d. Insulated surge bin fitted with heating devices to maintain temperature of the hot-mix. | (such as Quality Management System Certification, Building Authority etc.) | | <u>Not Applicable</u> | 刪除: NA |
| ## NA # | 3. Top Management *(See Remarks on the end page of this Appendix) | | Not Applicable | |
| Adequate equipment required: a. Mixing plant having at least four separate cold feed bins, four hot storage bins, a rotary drum dryer, temperature monitoring devices, and sampling devices for taking samples of hot aggregates, fillers and bitumen before mixing. b. Heating and storage tank fitted with circulating pumps and thermostatically controlled heaters for bitumen. c. Heating and storage tank fitted with high shear mixer for pre-blended type of modified binder. d. Insulated surge bin fitted with heating devices to maintain temperature of the hot-mix. Adequate equipment required: a. Mixing plant having at least four separate cold feed bins, four hot storage bins, a rotary drum dryer, temperature monitoring devices, and sampling devices for taking samples of hot aggregates, fillers and bitumen before mixing. b. Heating and storage tank fitted with circulating pumps and thermostatically controlled heaters for bitumen. c. Heating and storage tank fitted with high shear mixer for pre-blended type of modified binder. d. Insulated surge bin fitted with heating devices to maintain temperature of the hot-mix. | 4. Technical Staff Professional, technical staff and work force experienced in the supply of bituminous pavement materials and | | Professional, technical staff and work force experienced in the supply of bituminous pavement materials and construction of | 刪除: NA |
| maintain temperature of the hot-mix. maintain temperature of the hot-mix. mik: 250 | Adequate equipment required: a. Mixing plant having at least four separate cold feed bins, four hot storage bins, a rotary drum dryer, temperature monitoring devices, and sampling devices for taking samples of hot aggregates, fillers and bitumen before mixing. b. Heating and storage tank fitted with circulating pumps and thermostatically controlled heaters for bitumen. c. Heating and storage tank fitted with high shear mixer for pre-blended type of modified binder. | | a. Mixing plant having at least four separate cold feed bins, four hot storage bins, a rotary drum dryer, temperature monitoring devices, and sampling devices for taking samples of hot aggregates, fillers and bitumen before mixing. b. Heating and storage tank fitted with circulating pumps and thermostatically controlled heaters for bitumen. c. Heating and storage tank fitted with high shear mixer for pre-blended type of modified binder. d. Insulated surge bin fitted with heating devices to maintain | 刪除: 234 |
| | maintain temperature of the hot-mix. | | temperature of the hot-mix. | |

Appendix 3C

Page 213 of 249

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| A. Entry On Probation | B. Confirmation | C. Direct Entry | |
|---|-----------------|---|-----------------------|
| e. Measuring and weighing equipment for batching. | | e. Measuring and weighing equipment for batching. | |
| f. Vehicles for transportation of bituminous materials. | | f. Vehicles for transportation of bituminous materials. | |
| g. Self-propelled paving machine with a screw auger and | | g. Self-propelled paving machine with a screw auger and | |
| attached screed. | | attached screed. | |
| h. Smooth three-wheeled steel-wheeled roller with a | | h. Smooth three-wheeled steel-wheeled roller with a mass | |
| mass of between 6 tonnes and 12 tonnes or vibratory | | of between 6 tonnes and 12 tonnes or vibratory tandem | |
| tandem steel-wheeled roller with an effective mass of | | steel-wheeled roller with an effective mass of between 6 | |
| between 6 tonnes and 12 tonnes. | | tonnes and 12 tonnes. | |
| i. Smooth pneumatic tyred-roller with a mass of between | | i. Smooth pneumatic tyred-roller with a mass of between 12 | |
| 12 tonnes and 25 tonnes, and with not less than seven | | tonnes and 25 tonnes, and with not less than seven | |
| overlapping wheels. | | overlapping wheels. | |
| j. Tack coat spraying machine.k. Mechanical rammers, vibrating plates and hand-tools | | j. Tack coat spraying machine.k. Mechanical rammers, vibrating plates and hand-tools for | |
| for compaction work. | | compaction work. | |
| Equipment for testing related to the production and | | Equipment for testing related to the production and laying | |
| laying of bituminous materials. | | of bituminous materials. | |
| 6. Office/Workshop Facilities | | | |
| Not Applicable | | Not Applicable | - 刪除: NA |
| 7. Training Facilities | | | |
| Not Applicable | | Not Applicable | 刪除: NA |
| 0.041 | | | 刪除: NA |
| 8. Others a. Satisfactory technical information and method | | a. Satisfactory technical information and method | |
| statements. Works including the design mix and | | a. Satisfactory technical information and method statements. Works including the design mix and details | |
| details of composition of the materials must comply | | of composition of the materials must comply with | |
| with Section 9 of General Specification for Civil | | Section 9 of General Specification for Civil Engineering | |
| Engineering Works and/or other specified | | Works and/or other specified requirements. Other | |
| requirements. Other equivalent national standards | | equivalent national standards may be considered in lieu | |
| may be considered in lieu of the standards referred to | | of the standards referred to in the Specifications | |
| in the Specifications. | | 1 | 刪除: 234 |
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| | A. Entry On Probation | B. Confirmation | | C. Direct Entry |
|----|--|-----------------|----|--|
| b. | Acceptable manufacturing details of the bituminous pavement material and quality control procedure during manufacture. The applicant is also required to arrange visits to inspect the facilities where the bituminous pavement material is manufactured. Where such facilities are overseas and if it is not practical to carry out an inspection, the applicant may be required to arrange for an independent report on these aspects at his own cost. | | b. | Acceptable manufacturing details of the bituminous pavement material and quality control procedure during manufacture. The applicant is also required to arrange visits to inspect the facilities where the bituminous pavement material is manufactured. Where such facilities are overseas and if it is not practical to carry out an inspection, the applicant may be required to arrange for an independent report on these aspects at his own cost. |
| c. | Satisfactory site demonstration in construction of special bituminous surfacing to demonstrate that the techniques and workmanship comply with the specified requirements. | | c. | Satisfactory site demonstration in construction of special bituminous surfacing to demonstrate that the techniques and workmanship comply with the specified requirements. |
| d. | Proof of meeting building requirements and showing the proper land use of the bituminous material mixing plant from Buildings Department, Lands Department and Planning Department are required. | | d. | Proof of meeting building requirements and showing the proper land use of the bituminous material mixing plant from Buildings Department, Lands Department and Planning Department are required. |
| e. | The applicant must also meet the environmental requirements of Environmental Protection Department for the production of bituminous materials. | | e. | The applicant must also meet the environmental requirements of Environmental Protection Department for the production of bituminous materials. |

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Appendix 3C Page 214 of 249

Appendix 3C

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| Managing Department: | Architectural Services Department | |
|-----------------------------|-----------------------------------|--|
|-----------------------------|-----------------------------------|--|

Works Category: Survey of Government Land Pressure Receivers subject to Steam and Air Pressure (but excluding Steam Boilers)

Specialist Contractor

Brief Scope of Category:

The scope of work in this category covers the carrying out of examination and test to ensure that the pressure vessels are in safe working order and comply with the Boiler and Pressure Vessels Ordinance, Cap. 56.

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| General (1) The applicant shall have adequate experience in the type and size of work of the category, with satisfactory quality of work compatible with Government standard; and the surveys should preferably be of various types and classes as mentioned in the Boilers and Pressure Vessels (Forms) Order; and (2) The applicant shall provide documentary evidence to substantiate experience, such as copies of the | A. Entry on Probation | B. Confirmation | C. Direct Entry | |
|---|-----------------------|-----------------|---|--|
| (1) The applicant shall have adequate experience in the type and size of work of the category, with satisfactory quality of work compatible with Government standard, and the surveys should preferably be of various types and classes as mentioned in the Boilers and Pressure Vessels (Forms) Order, and (2) The applicant shall provide documentary evidence to substantiate experience, such as copies of the Certificate of Fitness of the inspect of western standard and the surveys and classes as mentioned in the Boiler and pressure Vessels (Forms) Order, and (3) For job experience outside the HKSAR, evidences as stipulated under para. 2.4.5 of the CMH must also be produced to the satisfaction of the Secretary for the Environment, Transport and Work; otherwise, it will not be considered as a valid job reference; and Job Refenence for Insepticion (In addition to the above, every job submitted by the applicant shall fulfil all requirements set out below; otherwise, it will not be considered as a valid job reference of the considered as a valid job reference of the considered as a valid job reference of the considered as a valid pob reference within the past 12 months or at final stage; and (5) At least 2 of the above 5 surveys shall be completed within the past 12 months or at final stage; and (6) The applicant shall be able to arrange joint site inspections for the government's examination of the quality of the submitted job reference within normal office hours; and (7) The scope of work for each of these 5 surveys shall cover the nature of works as described in the "Brief Scope of Category". | Not Applicable. | Not Applicable. | 1. Job Experience | |
| type and size of work of the category, with satisfactory quality of work compatible with Government standard, and the surveys should preferably be of various types and classes as mentioned in the Boilers and Pressure Vessels (Forms) Order; and (2) The applicant shall provide documentary evidence to substantiate experience, such as copies of the Certificace of the Sacrope of the Certificace of the Sacrope of the Certificace of the applicant, experience such as copies signed by a Qualified Boiler Inspector of Qualified Air Receiver Inspector of the applicant, contract agreement, correspondence etc.; and (3) For job experience outside the HKSAR, evidences as stipulated under para, 2.4.5 of the CMH must also be produced to the satisfaction of the Secretary for the Environment, Transport and Works; otherwise, it will not be considered as a valid job reference; and Job Reference for Inspection (In addition to the above, every job submitted by the applicant shall fulfill all requirements and office the standard of the satisfaction of the Secretary for the completed within the past 3 years for site inspection; and (4) The applicant shall submit at least 5 surveys, which were completed within the past 12 months or at final stage; and (5) At least 2 of the above 5 surveys shall be completed within the past 12 months or at final stage; and (6) The applicant shall be able to arrange joint site inspection; of the government's examination of the quality of the submitted job reference within normal office hours; and (7) The scope of work for each of these 5 surveys shall cover the nature of works as described in the "Brief Scope of Category". | | | <u>General</u> | |
| substantiate experience, such as copies of the Certificate of Fitness of the inspected vessels signed by a Qualified Boiler Inspector or Qualified Air Receiver Inspector of the applicant, contract agreement, correspondence etc.; and (3) For job experience outside the HKSAR, evidences as stipulated under para. 2.4.5 of the CMH must also be produced to the satisfaction of the Secretary for the Environment, Transport and Works; otherwise, it will not be considered as a valid job reference; and Job Reference for Inspection (In addition to the above, every job submitted by the applicant shall fulfill all requirements set out below; otherwise, it will not be considered as a valid job reference; of the product of the secretary is a valid job reference; of the product of the secretary is a valid job reference; of the product | | | type and size of work of the category, with satisfactory quality of work compatible with Government standard; and the surveys should preferably be of various types and classes as mentioned in the Boilers and Pressure | |
| stipulated under para. 2.4.5 of the CMH must also be produced to the satisfaction of the Secretary for the Environment, Transport and Works; otherwise, it will not be considered as a valid job reference; and Job Reference for Inspection (In addition to the above, every job submitted by the applicant shall fulfill all requirements set out below; otherwise, it will not be considered as a valid job reference) (4) The applicant shall submit at least 5 surveys, which were completed within the past 3 years for site inspection; and (5) At least 2 of the above 5 surveys shall be completed within the past 12 months or at final stage; and (6) The applicant shall be able to arrange joint site inspections for the government's examination of the quality of the submitted job reference within normal office hours; and (7) The scope of work for each of these 5 surveys shall cover the nature of works as described in the "Brief Scope of Category". | | | substantiate experience, such as copies of the Certificate of Fitness of the inspected vessels signed by a Qualified Boiler Inspector or Qualified Air Receiver Inspector of the applicant, contract agreement, | |
| job submitted by the applicant shall fulfill all requirements set out below; otherwise, it will not be considered as a valid job reference) (4) The applicant shall submit at least 5 surveys, which were completed within the past 3 years for site inspection; and (5) At least 2 of the above 5 surveys shall be completed within the past 12 months or at final stage; and (6) The applicant shall be able to arrange joint site inspections for the government's examination of the quality of the submitted job reference within normal office hours; and (7) The scope of work for each of these 5 surveys shall cover the nature of works as described in the "Brief Scope of Category". | | | stipulated under para. 2.4.5 of the CMH must also be produced to the satisfaction of the Secretary for the Environment, Transport and Works; otherwise, it will | |
| were completed within the past 3 years for site inspection; and (5) At least 2 of the above 5 surveys shall be completed within the past 12 months or at final stage; and (6) The applicant shall be able to arrange joint site inspections for the government's examination of the quality of the submitted job reference within normal office hours; and (7) The scope of work for each of these 5 surveys shall cover the nature of works as described in the "Brief Scope of Category". | | | job submitted by the applicant shall fulfill all requirements set out below; otherwise, it will not be considered as a valid | |
| within the past 12 months or at final stage; and (6) The applicant shall be able to arrange joint site inspections for the government's examination of the quality of the submitted job reference within normal office hours; and (7) The scope of work for each of these 5 surveys shall cover the nature of works as described in the "Brief Scope of Category". | | | were completed within the past 3 years for site | |
| inspections for the government's examination of the quality of the submitted job reference within normal office hours; and (7) The scope of work for each of these 5 surveys shall cover the nature of works as described in the "Brief Scope of Category". | | | | |
| cover the nature of works as described in the "Brief Scope of Category". | | | inspections for the government's examination of the quality of the submitted job reference within normal | |
| | | | cover the nature of works as described in the "Brief | |
| | | | | |

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Appendix 3C Page 216 of <u>249</u>

Appendix 3C

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| A. Entry on Probation | B. Confirmation | C. Direct Entry |
|-----------------------|-----------------|--|
| | | 2. Technical Staff (See Annex 1 for definition of Staff Qualification) |
| | | Technical Support Staff |
| | | Employ adequate nos. of inspectors with adequate and relevant academic qualification and working experience. |
| | | Statutory Registration |
| | | The applicant shall have staff meeting the following statutory registration requirements: |
| | | ♦ Qualified Boiler Inspector (QBI) appointed as Boiler Inspector under the Boilers and Pressure Vessels Ordinance Cap. 56 and holding the Certificate of Competency in respect of all classes and types of boilers mentioned in the Boilers and Pressure Vessel (Forms) Order, with appointment not having been suspended - 1 no. (minimum); OR ♦ Qualified Air Receiver Inspector (QARI) appointed as Air Receiver Inspector under the Boilers and Pressure Vessels Ordinance Cap. 56 and holding the Certificate of Competency in respect of all classes and types of air receiver mentioned in the Boilers and Pressure Vessels (Forms) Order, with appointment not having been suspended - 1 no. (minimum). |
| | | Documentary proof of the registration issued by the Boiler and Pressure Vessel Authority should be provided. |
| | | 3. Plant and Equipment **(See Remarks on the end page of this Appendix) |
| | | Adequate nos. of calibrated testing instruments and equipment/tools for carrying out examination and test; valid calibration certificates for testing instruments/equipment shall be available. Refer to Annex 29 for list of typical equipment, tools and testing instruments required. |

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Appendix 3C

Page 217 of <u>249</u>

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| A. Entry on Probation | B. Confirmation | C. Direct Entry |
|-----------------------|-----------------|--|
| | | 4. Office/Workshop Facilities |
| | | Local office/workshop in Hong Kong SAR is required. Reasonably sized, suitably furnished office and workshop/storage areas. In general, the minimum office area shall be 20 m² and the minimum workshop + storage area shall be 20 m². Documentary evidence (e.g. purchase/lease agreement) to prove right of use shall be produced. |

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| Managing Department: | Architectural Services Department | |
|---|---|--|
| Works Category: | Survey of Government Land Steam Boilers | Specialist Contractor |
| | | |
| | | |
| Brief Scope of Category | : | |
| The scope of work in this Boiler and Pressure Vesse | category covers the carrying out of examination and test to ensure els Ordinance. | that steam boilers are in safe working order and comply with the |
| | | |
| | | |
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| | | |

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| A. Entry on Probation | B. Confirmation | C. Direct Entry | |
|-----------------------|-----------------|---|--|
| Not Applicable. | Not Applicable. | 1. Job Experience | |
| | | General | |
| | | (1) The applicant shall have adequate experience in the type and size of work of the category, with satisfactory quality of work compatible with Government standard; and the surveys should preferably be of various types and classes as mentioned in the Boilers and Pressure Vessels (Forms) Order; and | |
| | | (2) The applicant shall provide documentary evidence to substantiate experience, such as copies of the Certificate of Fitness of the inspected vessels signed by a Qualified Boiler Inspector of the applicant, contract agreement, correspondence etc.; and | |
| | | (3) For job experience outside the HKSAR, evidences as stipulated under para. 2.4.5 of the CMH must also be produced to the satisfaction of the Secretary for the Environment, Transport and Works; otherwise, it will not be considered as a valid job reference. | |
| | | Job Reference for Inspection (In addition to the above, every job submitted by the applicant shall fulfill all requirements set out below; otherwise, it will not be considered as a valid job reference) | |
| | | (4) The applicant shall submit at least 5 surveys, which were completed within the past 3 years for site inspection; and | |
| | | (5) At least 2 of the above 5 surveys shall be completed within the past 12 months or at final stage; and | |
| | | (6) The applicant shall be able to arrange joint site inspections for the government's examination of the quality and workmanship of the submitted job reference within normal office hours. | |
| | | (7) The scope of work for each of these 5 surveys shall cover the nature of works as described in the "Brief Scope of Category". | |
| | | | |

Appendix 3C Page 220 of <u>249</u> 刪除: 234

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| A. Entry on Probation | B. Confirmation | C. Direct Entry |
|-----------------------|-----------------|---|
| A. Entry on 1105ation | D. Commination | 2. Technical Staff (See Annex 1 for definition of Staff Qualification) Technical Support Staff Employ adequate nos. of inspectors with adequate and relevant academic qualification and working experience. Statutory Registration The applicant shall have staff meeting the following statutory registration requirements: |
| | | ♦ Qualified Boiler Inspector (QBI) appointed as Boiler Inspector under the Boilers and Pressure Vessels Ordinance Cap. 56 and holding the Certificate of Competency in respect of all classes and types of boilers mentioned in the Boilers and Pressure Vessel (Forms) Order, with appointment not having been suspended – 1 no. (minimum) Documentary proof of the registration issued by the Boiler and Pressure Vessel Authority should be provided. |
| | | 3. Plant and Equipment **(See Remarks on the end page of this Appendix) |
| | | Adequate nos. of calibrated testing instruments and equipment/tools for carrying out examination and test; valid calibration certificates for testing instruments/equipment shall be available. Refer Annex 30 for list of typical equipment, tools and testing instruments required. |
| | | 4. Office/Workshop Facilities |
| | | Local office/workshop in Hong Kong SAR is required. Reasonably sized, suitably furnished office and workshop/storage areas. In general, the minimum office area shall be 20 m ² and the minimum workshop |
| Appendix 3C | | Page 221 of <u>249</u> |

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Revision B-10 dated 26 March 2013

Appendix 3C

Minimum Technical & Management Criteria for Admission, Confirmation and Promotion of Contractors for the Specialist List

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| A. Entry on Probation | B. Confirmation | C. Direct Entry |
|-----------------------|-----------------|---|
| | | + storage area shall be 20 m ² . Documentary evidence (e.g. purchase/lease agreement) to prove right of use shall be produced. |

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| Managing Department: | Architectural Services Department | |
|-----------------------------|---|---|
| Works Category: | Survey of Lifting Appliances and Lifting Gear | _ Specialist Contractor |
| | | |
| Brief Scope of Category | : : | |
| | category covers the carrying out of examination and test to ensure that lifting appliances ories and Industrial Undertakings (Lifting Appliances and Lifting Gear) Regulations. | and lifting gears are in safe working order |
| | | |
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| A. Entry on Probation | B. Confirmation | C. Direct Entry |
|-----------------------|-----------------|--|
| Not Applicable. | Not Applicable. | 1. Job Experience |
| | | <u>General</u> |
| | | (1) The applicant shall have adequate experience in the type and size of work of the category, with satisfactory quality of work compatible with Government standard; and the surveys must be relevant and should preferably for various types of lifting appliances and lifting gear. Both thorough examination and proof load test should be included in the job records. Also at least one survey should be for crane with automatic safe load indicator. |
| | | (2) The applicant shall provide documentary evidence to substantiate experience, such as copies of the certificate of test and thorough examination issued after the survey in the approved format under the Regulations signed by the Qualified Competent Examiner should be produced for inspection; and |
| | | (3) For job experience outside the HKSAR, evidences as stipulated under para. 2.4.5 of the CMH must also be produced to the satisfaction of the Secretary for the Environment, Transport and Works; otherwise, it will not be considered as a valid job reference. |
| | | Job Reference for Inspection (In addition to the above, every job submitted by the applicant shall fulfill all requirements set out below; otherwise, it will not be considered as a valid job reference) |
| | | (4) The applicant shall have at least 5 surveys, which were completed within past 3 years for site inspection; and |
| | | (5) At least 2 of the above 5 surveys shall be completed within the past 12 months or at final stage; and |
| | | (6) The applicant shall be able to arrange joint site inspections for the government's examination of the quality of the submitted job reference within normal office hours; and |
| Annualis 20 | | (7) The scope of work for each of these 5 surveys shall cover the nature of works as described in the "Brief Scope of Category". |

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Page 224 of 249 Appendix 3C

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| | A. Entry on Probation | B. Confirmation | C. Direct Entry |
|---|-----------------------|-----------------|---|
| | | | 2. Technical Staff (See Annex 1 for definition of Staff Qualification) |
| | | | Technical Support Staff |
| | | | Employ adequate nos. of inspectors with adequate and relevant academic qualification and working experience. |
| | | | Statutory Registration |
| | | | The applicant shall have staff meeting the following statutory registration requirements: |
| | | | ♦ Qualified Competent Examiner (QCE) for lifting appliances and lifting gear in accordance with the Factory and Industrial Undertakings (Lifting Appliances and Lifting Gear) Regulations Cap 59J (hereinafter referred to as the Regulations). The Competent Examiner should be a Registered Professional Engineer registered under the Engineers Registration Ordinance within the Mechanical or Marine discipline – 1 no. (minimum). |
| | | | Documentary proof of the registration issued by the Engineers Registration Board should be provided. |
| | | | 3. Plant and Equipment**(See Remarks on the end page of this Appendix) |
| • | | | Adequate nos. of calibrated testing instruments and equipment/tools for carrying out examination and test; valid calibration certificates for testing instruments/equipment shall be available. Refer Annex 31 for list of typical equipment, tools and testing instruments required. |
| | | | 4. Office/Workshop Facilities |
| | | | Reasonably sized, suitably furnished office and workshop/storage areas. In general, the minimum office area shall be 20 m ² and the minimum workshop + storage area shall be 20 m ² . Documentary evidence |
| | Appendix 3C | | Page 225 of <u>249</u> |

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Revision B-10 dated 26 March 2013

Appendix 3C

Minimum Technical & Management Criteria for Admission, Confirmation and Promotion of Contractors for the Specialist List

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| A. Entry on Probation | B. Confirmation | C. Direct Entry |
|-----------------------|-----------------|--|
| | | (e.g. purchase/lease agreement) to prove right of use shall be produced. |

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* See Remarks (1) on the end page of this Appendix.

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| Managing Department: | Architectural Services Department | |
|----------------------|---|-------------------------------------|
| Works Category: | Swimming Pool Water Treatment Installation | Specialist Contractor |
| | category covers the supply, installation and maintenance of equipment, piping and fitting ter circulation, filtration, pH control, chemical treatment, sterilization, disinfection, leisure | |
| | ry Status [#] (Para. 3.5.3 is not applicable for this category) maximum of two contracts/subcontracts provided that the total value of works in this category | tegory does not exceed \$34 million |
| _ | · | |

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Page 234 of this Appendix

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Appendix 3C Page 227 of 249

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| A. Entry on Probation | B. Confirmation | C. Direct Entry |
|--|--|------------------------|
| 1. Job Experience General | (1) The applicant has satisfactorily completed, within the past 12 months, at least one public works contract let by a Works Department; and | Not Applicable. |
| The applicant shall have adequate experience in the type and size of work of the category, with satisfactory quality of work compatible with Government standard; and | (2) This contract shall be direct contract, which was signed between the applicant and the employer of the concerned project; and | |
| (2) The applicant shall have adequate experience in contract management of work of the category, solely and fully, including coordination with building contractor and other building services / electrical and | (3) All statutory forms such as the Work Completion (Part of an Installation) Certificate (i.e. Form WR1 (A)) shall be issued under the name of the applicant; and | |
| mechanical contractors; and | (4) The scope of work for this contract must fulfill all the following requirements: | |
| (3) For job experience outside the HKSAR, evidences as stipulated under para. 2.4.5 of the CMH must also be produced to the satisfaction of the Secretary for the Environment, Transport and Works; otherwise, it will | (a) Contract value of the work related to the category under application for confirmation exceeds \$5M; and | |
| not be considered as a valid job reference. <u>Job Reference for Inspection</u> (In addition to the above, every job submitted by the applicant shall fulfill all requirements | (b) The contract shall cover major scope of works as described in the "Brief Scope of Category"; and | |
| set out below; otherwise, it will not be considered as a valid job reference) (4) The applicant shall submit at least 2 contracts, which | (c) If the contract is a term contract, all of the above requirements 4 (a) to 4 (b) shall be fulfilled in one works order. | |
| were completed within the past 3 years for site inspection; and | (5) Subcontract will not be considered as valid job reference unless it can satisfy all of the following | |
| (5) At least one of the above 2 contracts shall be completed within the past 12 months or at final stage; and | requirements, in addition to all the above stated requirements: | |
| (6) These 2 contracts shall be direct contract, which was signed between the applicant and the employer of the concerned project; and | (a) The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and | |
| (7) All statutory forms such as the Work Completion (Part of an Installation) Certificate (i.e. Form WR1 (A)) shall | (b) The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and | |
| be issued under the name of the applicant; and (8) The applicant shall be able to arrange joint site inspections for the government's examination of the quality and workmanship of the submitted job reference within normal office hours; and | (c) The party by which the applicant is awarded with the subcontract, and the upstream contracting parties up to and including the main contractor, which is the company awarded with the direct contract by the employer of the | |
| Appendix 3C | | Page 228 of <u>249</u> |

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Minimum Technical & Management Criteria for Admission, Confirmation and Promotion of Contractors for the Specialist List

| | | A. Entry on Probation | B. Confirmation | C. Direct Entry |
|------|-----------------|---|---|-----------------|
| (9) | | scope of work for each of these 2 contracts must all of the following requirements: | concerned project, all shall not be the swimming pool water treatment installation contractor for the project work. | 3.2xtv2.xx, |
| | (a) | Contract value of the work related to the category under application for inclusion exceeds \$10M; and | | |
| | (b) | The contract shall cover major scope of works as described in the "Brief Scope of Category". | | |
| (10) | refere requi | ontract will not be considered as valid job ence unless it can satisfy all of the following rements, in addition to all the above stated rements: | | |
| | (a) | The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and | | |
| | (b) | The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and | | |
| | (c) | The party by which the applicant is awarded with the subcontract, and the upstream contracting parties up to and including the main contractor, which is the company awarded with the direct contract by the employer of the concerned project, all shall not be the swimming pool water treatment installation contractor for the project work; and | | |
| | (d) | The applicant must present documentary evidence to prove the above requirements are met and such evidence must be substantiated by all the relevant upstream contracting parties as mentioned at (c) above including letters from them, which must be signed by their authorized signatories to confirm that the applicant has met the above requirements in the subcontract; and | | |
| | (e) | Notwithstanding the above, the Managing Department may seek references on the applicant's technical and managerial capabilities from the employer, the relevant parties of the | | |

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| A. Entry on Probation | B. Confirmation | C. Direct Entry |
|--|-----------------|-----------------|
| concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant from the relevant parties of the concerned project. | | |
| 2. Registration with relevant authorities in Hong Kong (such as Quality Management System Certification, Building Authority etc.) | | |
| Statutory Registration | | |
| The applicant shall be a Registered Electrical Contractor registered under Electricity Ordinance, Cap. 406 and have full time technical staff (meeting the relevant statutory registration requirement) of number not less than that described in the Section "Technical Staff". | | |
| 3. Technical Staff (See Annex 1 for definition of Staff Qualification) | | |
| Qualified Engineer | | |
| Employ at least 1 no. qualified engineer (Mechanical and Building Services discipline) with adequate and relevant professional and project management experience. | | |
| Technical Support Staff | | |
| Employ adequate nos. of technicians, site supervisors and draftsmen with adequate and relevant academic qualification and working experience. | | |
| Technician 2 nos. Site supervisor 2 nos. Draftsman 1 no. | | |
| <u>Craftsman</u> | | |
| Employ adequate nos. of craftsman in the following trades | | |
| | <u> </u> | |

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Appendix 3C Page 230 of 249

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| A. Entry on Probation | B. Confirmation | C. Direct Entry |
|--|-----------------|-----------------|
| A. Entry on Probation (A) Plumber/BS Mechanic Minimum score required Qualified Plumber/BS Mechanic Intermediate Plumber/BS Mechanic Ordinary Plumber/BS Mechanic (B) Electrician Minimum score required Qualified Electrician Intermediate Electrician Intermediate Electrician Intermediate Electrician Intermediate Electrician Statutory Registration The applicant shall have staff meeting the following statutory registration requirements: Registered Electrical Worker (REW) registered under Electricity Ordinance, Cap. 406. Grade B2 – 1 no. (minimum) Licensed Plumber (LP) registered under Waterworks Ordinance, Cap. 102 - 1 no. (minimum) The LP or REW can be the Qualified Engineer, Technical Support Staff or Craftsman. Qualified Welder Employ adequate nos. of Qualified Welder (QW) | B. Confirmation | C. Direct Entry |
| QW 1 no. | | |
| The QW can be the Qualified Engineer, Technical Support Staff or Craftsman. 4. Plant and Equipment **(See Remarks on the end page of this Y | | |
| Adequate modern drafting and computing facilities; minimum 1 no. CAD terminal. Adequate nos. of calibrated testing instruments and equipment/tools for carrying out installation, | | Dags 201 of 040 |

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Appendix 3C

Page 231 of 249

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| A. Entry on Probation | B. Confirmation | C. Direct Entry |
|--|-----------------|-----------------|
| operation, maintenance and testing/commissioning services; valid calibration certificates for testing instruments shall be available. Refer to Annex 32 for list of typical equipment/tools and testing instruments required. | | |
| 5. Office/Workshop Facilities | | |
| Local office/workshop in Hong Kong SAR is required. Reasonably sized, suitably furnished office and workshop/storage areas. In general, the minimum office area shall be 40 m² and the minimum workshop + storage area shall be 30 m². Documentary evidence (e.g. purchase/lease agreement) to prove right of use shall be produced. | | |

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| | | Revision B-10 dated 26 March 2013 | + 格式化: 靠右 |
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| Minimum Technical & Managemen | nt Criteria for Admission, Confirmation and Promotion of Contractors for the Specialist List | Appendix 3C |] 刪除: <sp><sp></sp></sp> |
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| Managing Department : | Highways Department | | |
| Works Category : | Transparent Panels for Noise Barriers on Highways [formerly named as "Prefabricated Architectural Walls and Finishes (Screens, Barriers and Retaining Walls)"] | Supplier , Sound | |
| and acoustic properties. | is category covers the supply of transparent panels for noise barriers on highway and proven performance and durability. They shall functionally and aesthorerform safely in fire and traffic accidents and satisfactorily in glare reduction. | | |
| | | | |
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Appendix 3C

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Page 233 of 250

Appendix 3C

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Direct Entry

1. Job Experience

The transparent panels shall have successfully performed in at least 1 project for noise barriers on highways or similar works in Hong Kong in the past 3 years, each with a value of \$0.5M or more. References on these projects from consulting engineer (architects or clients if there is no consulting engineer) must be submitted, which may be verified by site visits.

2. Registration with relevant authorities in Hong Kong (such as ISO9000 Certification, Building Authority etc.)

The transparent panels shall be manufactured under a quality management system certified by an internationally recognized certifying body.

3. Top Management*(See Remarks on the end page of this Appendix)

Top management shall possess relevant technical and managerial experience in the design and construction of noise barriers on highways.

4. Technical Staff

Professional and technical staff experienced in the design and construction of noise barriers on highways are required.

5. Plant and Equipment**(See Remarks on the end page of this Appendix)

Not Applicable

6. Office/Workshop Facilities

Local office in Hong Kong is required.

7. Training Facilities

Not Applicable

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Appendix 3C

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Direct Entry

8. Others

Satisfactory technical information, including testing reports from independent organizations, shall be submitted, to demonstrate that the transparent panels and their any accessories shall meet the principles and considerations given in the Bridges & Structures Division Practice Note No. BSTR/PN/003 – Noise Barriers with Transparent Panels, issued by the Highways Department or equivalent national standards.

The materials to be approved shall possess acceptable application history of at least 5 years in weathering conditions similar to Hong Kong climate, and be subject to a 10-year performance warranty.

Note: The Bridges & Structures Division Practice Note No. BSTR/PN/003 referred to in item 8 above is available on Highways Department's website at http://www.hyd.gov.hk.

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Appendix 3C

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Managing Department: Architectural Services Department

Works Category : Turn-key Interior Design & Fitting-out Works Specialist Contractor

Group I: Eligible to be awarded one contract as a Trade Test.

Group II : Eligible to be awarded more than one contract at any one time.

Brief Scope of Category:

The scope of work in this category covers the design and fitting-out works for Government department/bureaux.

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| Group I | Group II | | |
|--|-------------------|----|------------------------------|
| A. Direct Entry | A. Direct Entry | | |
| 1. Job Experience At least 3 major local projects in design and fitting-out works of value above \$5M completed in the past 5 years and one of which shall exceed \$15M. | Not Applicable | | 刪除: NA |
| 2. Registration with relevant authorities in Hong Kong (such as Quality Management System Certification, Building Authority etc.) The applicant must be an approved contractor under Buildings category in the List of Approved Contractors for Public Works. | | | |
| 3. Top Management *(See Remarks on the end page of this Appendix) | | | 删除: See Note in Page No. 234 |
| Not Applicable | | | 刪除: NA |
| 4. Technical Staff At least one qualified Architectural and Interior Designer (AP - List of Architects); one qualified Structural Engineer (RSE); one qualified Building Services Engineer as BS Coordinator (CIBSE or HKIE (BS)); one qualified contract manager with at least ten years' management experience in construction industry (Ordinary Certificate in Building Studies); four foremen each with at least five years' experience in construction industry; six carpenters/skill workers; three qualified quantity surveying staff (Ordinary Certificate in Building Studies); four accounting staff | | | |
| 5. Plant and Equipment **(See Remarks on the end page of this Appendix) Not Applicable | | | 刪除: See Note in Page No. 234 |
| 6. Office/Workshop Facilities A design office and workshop suitable for the nature of work. Local office and local workshop in Hong Kong are required. | | | 刪除: NA |
| 7. Training Facilities Not Applicable | | | 刪除: NA |
| 8. Others | | , | 刪除: 250 |
| supporting facilities from suppliers/ manufacturers/agents regular sub-contractors | | 1/ | 刪除: 249 |
| Appendix 3C | ر Page 237 of 249 | | 刪除: 250 |

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| Group I | Group II | |
|-------------|--|--|
| | B. Entry by Promotion | |
| | 1. Job Experience Satisfactory completion of the Trade Test (satisfactory completion of at least one ArchSD project under this Works Category within the past 5 years and of value above \$10M) and have good result in the full Performance Assessment | |
| | 2. Registration with relevant authorities in Hong Kong (such as Quality Management System Certification, Building Authority etc.) The applicant must be an approved contractor under Buildings category in the List of Approved Contractors for Public Works. | |
| | 3. Top Management *(See Remarks on the end page of this Appendix) | 「刪除: See Note in Page No. 234 |
| | Not Applicable | m除: NA |
| | 4. Technical Staff At least one qualified Architectural and Interior Designer (AP - List of Architects); one qualified Structural Engineer (RSE); one qualified Building Services Engineer as BS Coordinator (CIBSE or HKIE (BS)); one qualified contract manager with at least ten years' management experience in construction industry (Ordinary Certificate in Building Studies); four foremen each with at least five years' experience in construction industry; six carpenters/skill workers; three qualified quantity surveying staff (Ordinary Certificate in Building Studies); four accounting staff | 19 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - |
| | 5. Plant and Equipment **(See Remarks on the end page of this Appendix) Not Applicable | 刪除: See Note in Page No. 234 |
| | 6. Office/Workshop Facilities A design office and workshop suitable for the nature of work | Indiady |
| | 7. Training Facilities Not Applicable | 刪除: NA |
| | 8. Others - supporting facilities from suppliers/ manufacturers/agents - regular sub-contractors | 删除: 250 |
| Appendix 3C | Page 238 of 249 | 刪除: 250 |

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| Managing Department: | Architectural Services Department | |
|--------------------------|--|-----------------------|
| Works Category: | Uninterruptible Power Supply Installation | Specialist Contractor |
| | | |
| Brief Scope of Category: | | |
| | category covers the supply, installation and maintenance of static-type, uninterruptible pontrol and monitoring accessories, which are mainly deployed to support computer opera | |
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| A. Entry on Probation | B. Confirmation | C. Direct Entry | |
|-----------------------|-----------------|--|--|
| Not Applicable. | Not Applicable. | 1. Job Experience | |
| | | <u>General</u> | |
| | | (1) The applicant shall have adequate experience in the type and size of work of the category, with satisfactory quality of work compatible with Government standard; and | |
| | | (2) The applicant shall have adequate experience in contract management of work of the category, solely and fully, including coordination with building contractor and other building services / electrical and mechanical contractors; and | |
| | | (3) For job experience outside the HKSAR, evidences as stipulated under para. 2.4.5 of the CMH must also be produced to the satisfaction of the Secretary for the Environment, Transport and Works; otherwise, it will not be considered as a valid job reference. | |
| | | Job Reference for Inspection (In addition to the above, every job submitted by the applicant shall fulfill all requirements set out below; otherwise, it will not be considered as a valid job reference) | |
| | | (4) The applicant shall submit at least 2 contracts, which were completed within the past 3 years for site inspection; and | |
| | | (5) At least one of the above 2 contracts shall be completed within the past 12 months or at final stage; and | |
| | | (6) These 2 contracts shall be direct contract, which was signed between the applicant and the employer of the concerned project; and | |
| | | (7) All statutory forms such as the Work Completion (Part of an Installation) Certificate (i.e. Form WR1 (A)) shall be issued under the name of the applicant; and | |
| | | (8) The applicant shall be able to arrange joint site inspections for the government's examination of the quality and workmanship of the submitted job reference within normal office hours; and | |

Minimum Technical & Management Criteria for Admission, Confirmation and Promotion of Contractors for the Specialist List

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Appendix 3C Page 240 of 249

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Minimum Technical & Management Criteria for Admission, Confirmation and Promotion of Contractors for the Specialist List

| S0.5M; and (b) The UPS rating in at least one of the above 2 contracts should be of 80kVA or above; and (c) The contract should be of 80kVA or above; and described in the "Brief Scope of Category". (10) Subcontract will not be considered as valid job reference unless it can satisfy all of the following requirements; in addition to all the above stated requirements: (a) The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and (b) The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and (c) The party by which the applicant is awarded with the subcontract, and the upstream contraction, and including the main contractor, which is the company awarded with the direct contract by the employer of the uninterruptible power supply system contractor for the project, all shall not be the uninterruptible power supply system contractor for the project work; and (d) The applicant must present documentary evidence to prove the above requirements are met and such evidence must be substantiated by all the relevant upstream contracting parties as mentioned at (c) above including letters from them, which must be signed by their authorized | A. Entry on Probation | B. Confirmation | C. Direct Entry | |
|---|-----------------------|-----------------|-----------------|--|
| category under application for inclusion exceeds \$0.5M; and (b) The UPS rating in at least one of the above 2 contracts should be of 80k/N or above; and (c) The contract shall cover the nature of works as described in the "Brief Scope of Category". (10) Subcontract will not be considered as valid job reference unless it can satisfy all of the following requirements, in addition to all the above stated requirements: (a) The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and (b) The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and (c) The party by which the applicant is awarded with the subcontract, and the upstream contracting parties up to and including the main contracting parties up to and including the main contracting parties up to and including the main contracting parties by the employer of the concerned project, all shall not be the uninterruptible power supply system contractor for the project work; and (d) The applicant must present documentary evidence to prove the above requirements are met and such evidence must be substantiated by all the relevant upstream contracting parties as mentioned at (c) above including letters from them, which must be signed by their authorized signatories to confirm that the applicant has met the above requirements in the subcontract; and | | | (9) | |
| contracts should be of 80kVA or above; and (c) The contract shall cover the nature of works as described in the "Brief Scope of Category". (10) Subcontract will not be considered as valid job reference unless it can satisfy all of the following requirements, in addition to all the above stated requirements: (a) The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and (b) The applicant shall have understaken the full scope of work covered in the subcontract, solely and fully, including contract management; and (c) The party by which the applicant is awarded with the subcontract, and the upstream contractoring parties up to and including the main contractor, which is the company awarded with the direct contract by the employer of the concerned project, all shall not be the uninterruptible power supply system contractor for the project work; and (d) The applicant must present documentary evidence to prove the above requirements are met and such evidence must be substantiated by all the relevant upstream contracting parties as mentioned at (c) above including letters from them, which must be signed by their authorized signatories to confirm that the applicant has met the above requirements in the subcontract; and | | | | category under application for inclusion exceeds |
| described in the "Brief Scope of Category". (10) Subcontract will not be considered as valid job reference unless it can satisfy all of the following requirements, in addition to all the above stated requirements: (a) The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and (b) The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and (c) The party by which the applicant is awarded with the subcontract, and the upstream contracting parties up to and including the main contracting parties up to and including the main contract, which is the company awarded with the direct contract by the employer of the concerned project, all shall not be the uninterruptible power supply system contractor for the project work; and (d) The applicant must present documentary evidence to prove the above requirements are met and such evidence must be substantiated by all the relevant upstream contracting parties as mentioned at (c) above including letters from them, which must be signed by their authorized signatories to confirm that the applicant has met the above requirements in the subcontract; and | | | | (b) The UPS rating in at least one of the above 2 contracts should be of 80kVA or above; and |
| reference unless it can satisfy all of the following requirements, in addition to all the above stated requirements: (a) The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and (b) The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and (c) The party by which the applicant is awarded with the subcontract, and the upstream contracting parties up to and including the main contractor, which is the company awarded with the direct contract by the employer of the concerned project, all shall not be the uninterruptible power supply system contractor for the project work; and (d) The applicant must present documentary evidence to prove the above requirements are met and such evidence must be substantiated by all the relevant upstream contracting parties as mentioned at (c) above including letters from them, which must be signed by their authorized signatories to confirm that the applicant has met the above requirements in the subcontract; and | | | | |
| work as described under the "Brief Scope of Category" covered in the main contract; and (b) The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and (c) The party by which the applicant is awarded with the subcontract, and the upstream contracting parties up to and including the main contractor, which is the company awarded with the direct contract by the employer of the concerned project, all shall not be the uninterruptible power supply system contractor for the project work; and (d) The applicant must present documentary evidence to prove the above requirements are met and such evidence must be substantiated by all the relevant upstream contracting parties as mentioned at (c) above including letters from them, which must be signed by their authorized signatories to confirm that the applicant has met the above requirements in the subcontract; and | | | (10) | reference unless it can satisfy all of the following requirements, in addition to all the above stated |
| scope of work covered in the subcontract, solely and fully, including contract management; and (c) The party by which the applicant is awarded with the subcontract, and the upstream contracting parties up to and including the main contractor, which is the company awarded with the direct contract by the employer of the concerned project, all shall not be the uninterruptible power supply system contractor for the project work; and (d) The applicant must present documentary evidence to prove the above requirements are met and such evidence must be substantiated by all the relevant upstream contracting parties as mentioned at (c) above including letters from them, which must be signed by their authorized signatories to confirm that the applicant has met the above requirements in the subcontract; and | | | | work as described under the "Brief Scope of |
| with the subcontract, and the upstream contracting parties up to and including the main contractor, which is the company awarded with the direct contract by the employer of the concerned project, all shall not be the uninterruptible power supply system contractor for the project work; and (d) The applicant must present documentary evidence to prove the above requirements are met and such evidence must be substantiated by all the relevant upstream contracting parties as mentioned at (c) above including letters from them, which must be signed by their authorized signatories to confirm that the applicant has met the above requirements in the subcontract; and | | | | scope of work covered in the subcontract, solely |
| evidence to prove the above requirements are met and such evidence must be substantiated by all the relevant upstream contracting parties as mentioned at (c) above including letters from them, which must be signed by their authorized signatories to confirm that the applicant has met the above requirements in the subcontract; and | | | | with the subcontract, and the upstream contracting parties up to and including the main contractor, which is the company awarded with the direct contract by the employer of the concerned project, all shall not be the uninterruptible power supply system contractor |
| (e) Notwithstanding the above, the Managing | | | | evidence to prove the above requirements are met and such evidence must be substantiated by all the relevant upstream contracting parties as mentioned at (c) above including letters from them, which must be signed by their authorized signatories to confirm that the applicant has met |
| | | | | (e) Notwithstanding the above, the Managing |

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Appendix 3C Page 241 of 249

Appendix 3C

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Minimum Technical & Management Criteria for Admission, Confirmation and Promotion of Contractors for the Specialist List

A. Entry on Probation

C. Direct Entry

Department may seek references on the applicant's technical and managerial capabilities from the employer, the relevant parties of the

concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant from the relevant parties of the concerned project.

2. Registration with relevant authorities in Hong Kong (such as Quality Management System Certification, Building Authority etc.)

Statutory Registration

The applicant shall be a Registered Electrical Contractor registered under Electricity Ordinance, Cap. 406 and have full time technical staff (meeting the relevant statutory registration requirement) of number not less than that described in the Section "Technical Staff".

3. Technical Staff (See Annex 1 for definition of Staff Qualification)

Technical Support Staff

Employ adequate nos. of technicians, site supervisors and draftsmen with adequate and relevant academic qualification and working experience.

Technician 1 no.
Site supervisor 1 no.
Draftsman 1 no.

Craftsman

Employ adequate nos. of Electronics Craftsman

Minimum score required40 marksQualified Electronics Craftsman20 marksOrdinary Electronics Craftsman10 marks

Statutory Registration

The applicant shall have staff meeting the following statutory registration requirements:

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Appendix 3C Page 242 of 249

B. Confirmation

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| A. Entry on Probation | B. Confirmation | C. Direct Entry |
|-----------------------|-----------------|--|
| | | Registered Electrical Worker (REW) registered under Electricity Ordinance, Cap. 406. Grade C2 − 1 no. (minimum) |
| | | The REW can be the Technical Support Staff or Craftsman. |
| | | 4. Plant and Equipment**(See Remarks on the end page of this Appendix) |
| | | Adequate modern drafting and computing facilities; minimum 1 no. CAD terminal. Adequate nos. of calibrated testing instruments and equipment/tools for carrying out installation, operation, maintenance and testing/commissioning services; valid calibration certificates for testing instruments shall be available. Refer Annex 33 for list of typical equipment/tools and testing instruments required. |
| | | 5. Office/Workshop Facilities |
| | | Local office/workshop in Hong Kong SAR is required. Reasonably sized, suitably furnished office and workshop/storage areas. In general, the minimum office area shall be 40 m² and the minimum workshop + storage area shall be 40 m². Documentary evidence (e.g. purchase/lease agreement) to prove right of use shall be produced. |
| | | 6. Others |
| | | Authorized Agency Preferably be an authorized agent in HKSAR for essential equipment. Documentary evidence such as authorized agency agreements shall be available. |
| | | Support from Principal Technical support from principal(s) of relevant agency is desirable. Applicant to demonstrate scope and extent (such as design, backup on installation / maintenance etc.) of support. |

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Appendix 3C Page 243 of 249

Appendix 3C

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| Managing Department: Architectural Services Department | |
|--|--|
|--|--|

Works Category: Video Electronics Installation Specialist Contractor

Brief Scope of Category:

The scope of work in this category covers the supply, installation and maintenance of video cassette recorder, video camera, monitor etc. commonly used for closed circuit TV system, video recording/display system and visual system at different venues.

Definition of Probationary Status[#] (Para. 3.5.3 is not applicable for this category)

Eligible for the award of a maximum of two contracts/subcontracts provided that the total value of works in this category does not exceed \$3.4 million

* See Remarks (1) on the end page of this Appendix.

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Page 234 of this Appendix

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Appendix 3C

Page 244 of 249

Appendix 3C

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1. Job Experience

General

(1) The applicant shall have adequate experience in the type and size of work of the category, with satisfactory quality of work compatible with Government standard; and

A. Entry on Probation

- (2) The applicant shall have adequate experience in contract management of work of the category, solely and fully, including coordination with building contractor and other building services / electrical and mechanical contractors; and
- (3) For job experience outside the HKSAR, evidences as stipulated under para. 2.4.5 of the CMH must also be produced to the satisfaction of the Secretary for the Environment, Transport and Works; otherwise, it will not be considered as a valid job reference.

Job Reference for Inspection (In addition to the above, every job submitted by the applicant shall fulfill all requirements set out below; otherwise, it will not be considered as a valid job reference)

- (4) The applicant shall submit at least 2 contracts, which were completed within the past 3 years for site inspection; and
- (5) At least one of the above 2 contracts shall be completed within the past 12 months or at final stage.
- (6) These 2 contracts shall be direct contract, which was signed between the applicant and the employer of the concerned project; and
- (7) The applicant shall be able to arrange joint site inspections for the government's examination of the quality and workmanship of the submitted job reference within normal office hours: and
- (8) The scope of work for each of these 2 contracts must fulfill all of the following requirements:
 - (a) Contract value of the work related to the

The applicant has satisfactorily completed, within the

past 12 months, at least one public works contract let by a Works Department; and

B. Confirmation

- This contract shall be direct contract, which was signed between the applicant and the employer of the concerned project; and
- 3) The scope of work for this contract must fulfill all the following requirements:
 - (a) Contract value of the work related to the category under application for confirmation exceeds \$0.2M; and
 - (b) The contract shall cover the nature of works as described in the "Brief Scope of Category"; and
 - (c) If the contract is a term contract, all of the above requirements 3 (a) and 3 (b) shall be fulfilled in one works order.
- (4) Subcontract will not be considered as valid job reference unless it can satisfy all of the following requirements, in addition to all the above stated requirements:
 - (a) The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and
 - (b) The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and
 - (c) The party by which the applicant is awarded with the subcontract, and the upstream contracting parties up to and including the main contractor, which is the company awarded with the direct contract by the employer of the concerned project, all shall not be the video electronics installation contractor for the project work.

C. Direct Entry 1. Job Experience

General

- The applicant shall have adequate experience in the type and size of work of the category, with satisfactory quality of work compatible with Government standard; and
- (2) The applicant shall have adequate experience in contract management of work of the category, solely and fully, including coordination with building contractor and other building services / electrical and mechanical contractors; and
- (3) For job experience outside the HKSAR, evidences as stipulated under para. 2.4.5 of the CMH must also be produced to the satisfaction of the Secretary for the Environment, Transport and Works; otherwise, it will not be considered as a valid job reference.

Job Reference for Inspection (In addition to the above, every job submitted by the applicant shall fulfill all requirements set out below; otherwise, it will not be considered as a valid job reference)

- (4) The applicant shall submit at least 2 contracts, which were completed within the past 3 years for site inspection; and
- (5) At least one of the above 2 contracts shall be completed within the past 12 months or at final stage; and
- (6) These 2 contracts shall be direct contract, which was signed between the applicant and the employer of the concerned project; and
- (7) The applicant shall be able to arrange joint site inspections for the government's examination of the quality and workmanship of the submitted job reference within normal office hours; and
- (8) The scope of work for each of these 2 contracts must fulfill all of the following requirements:

Minimum Technical & Management Criteria for Admission, Confirmation and Promotion of Contractors for the Specialist List

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| A. Entry on Probation | | | B. Confirmation | C. Direct Entry | |
|-----------------------|------|---|-----------------|-----------------|---|
| | (b) | category under application for inclusion exceeds \$0.2M; and The contract shall cover the nature of works as | | | (a) Contract value of the work related to the category under application for inclusion exceeds \$0.5M; and |
| (9) | Subc | described in the "Brief Scope of Category". ontract will not be considered as valid job ence unless it can satisfy all of the following | | (9) | (b) The contract shall cover the nature of works as described in the "Brief Scope of Category". Subcontract will not be considered as valid job |
| | | rements, in addition to all the above stated rements: The subcontract shall include all the relevant | | (9) | reference unless it can satisfy all of the following requirements, in addition to all the above stated requirements: |
| | (b) | work as described under the "Brief Scope of Category" covered in the main contract; and The applicant shall have undertaken the full | | | (a) The subcontract shall include all the relevant work as described under the "Brief Scope of Category" covered in the main contract; and |
| | (c) | scope of work covered in the subcontract, solely and fully, including contract management; and The party by which the applicant is awarded | | | (b) The applicant shall have undertaken the full scope of work covered in the subcontract, solely and fully, including contract management; and |
| | (0) | with the subcontract, and the upstream contracting parties up to and including the main contractor, which is the company awarded with the direct contract by the employer of the concerned project, all shall not be the video electronics installation contractor for the project work; and | | | (c) The party by which the applicant is awarded with the subcontract, and the upstream contracting parties up to and including the main contractor, which is the company awarded with the direct contract by the employer of the concerned project, all shall not be the video electronics installation contractor for the project |
| | (d) | The applicant must present documentary evidence to prove the above requirements are met and such evidence must be substantiated by all the relevant upstream contracting parties as mentioned at (c) above including letters from them, which must be signed by their authorized signatories to confirm that the applicant has met the above requirements in the subcontract; and | | | work; and (d) The applicant must present documentary evidence to prove the above requirements are met and such evidence must be substantiated by all the relevant upstream contracting parties as mentioned at (c) above including letters from them, which must be signed by their authorized signatories to confirm that the applicant has met |
| | (e) | Notwithstanding the above, the Managing Department may seek references on the applicant's technical and managerial capabilities from the employer, the relevant parties of the concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant from the relevant parties of the concerned project. | | | the above requirements in the subcontract; and (e) Notwithstanding the above, the Managing Department may seek references on the applicant's technical and managerial capabilities from the employer, the relevant parties of the concerned project and other sources or confirmation on the authenticity of the proof provided by the applicant from the relevant |

Appendix 3C Page 246 of 249

Minimum Technical & Management Criteria for Admission, Confirmation and Promotion of Contractors for the Specialist List

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| A. Entry on Probation | B. Confirmation | C. Direct Entry | |
|---|-----------------|---|--|
| 2. Registration with relevant authorities in Hong Kong (such as Quality Management System Certification, Building Authority etc.) Statutory Registration | | parties of the concerned project. 2. Registration with relevant authorities in Hong Kong (such as Quality Management System Certification, Building Authority etc.) Statutory Registration | |
| The applicant shall be a Licensed Security Company engaged in Type III Security Work under Security and Guarding Services Ordinance, Cap. 460 and have full time technical staff (meeting the relevant statutory registration requirement) of number not less than that described in the Section "Technical Staff". | | The applicant shall be a Licensed Security Company engaged in Type III Security Work under Security and Guarding Services Ordinance, Cap. 460 and have full time technical staff (meeting the relevant statutory registration requirement) of number not less than that described in the Section "Technical Staff". | |
| 3. Technical Staff (See Annex 1 for definition of Staff Qualification) | | 3. Technical Staff (See Annex 1 for definition of Staff Qualification) | |
| Technical Support Staff | | Technical Support Staff | |
| Employ adequate nos. of technicians, site supervisors and draftsmen with adequate and relevant academic qualification and working experience. | | Employ adequate nos. of technicians, site supervisors and draftsmen with adequate and relevant academic qualification and working experience. | |
| Technician 1 no. Site supervisor 1 no. Draftsman 1 no. | | Technician 1 no. Site supervisor 1 no. Draftsman 1 no. | |
| <u>Craftsman</u> | | <u>Craftsman</u> | |
| Employ adequate nos. of Electronics Craftsman Minimum score required 40 marks Qualified Electronics Craftsman 20 marks Ordinary Electronics Craftsman 10 marks | | Employ adequate nos. of Electronics Craftsman Minimum score required Qualified Electronics Craftsman Ordinary Electronics Craftsman 10 marks | |
| Statutory Registration | | Statutory Registration | |
| The applicant shall have staff meeting the following statutory registration requirements: | | The applicant shall have staff meeting the following statutory registration requirements: | |
| ♦ Security Personnel (SP) holding Security Personnel Permit (Cat. D) issued under Security and Guarding Services Ordinance, Cap 460 – 1 no. (minimum) | | Security Personnel (SP) holding Security Personnel Permit (Cat. D) issued under Security and Guarding Services Ordinance, Cap 460 – 1 no. (minimum) | |

Appendix 3C Page 247 of 249

Minimum Technical & Management Criteria for Admission, Confirmation and Promotion of Contractors for the Specialist List

Appendix 3C

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| A. Entry on Probation | B. Confirmation | C. Direct Entry |
|--|-----------------|---|
| The SP can be the Technical Support Staff or Craftsman. | | The SP can be the Technical Support Staff or Craftsman. |
| 4. Plant and Equipment **(See Remarks on the end page of this Appendix) | | 4. Plant and Equipment **(See Remarks on the end page of this Appendix) |
| Adequate modern drafting and computing facilities; minimum 1 no. CAD terminal. Adequate nos. of calibrated testing instruments and equipment/tools for carrying out installation, operation, maintenance and testing/commissioning services; valid calibration certificates for testing instruments shall be available. Refer to Annex 34 for list of typical equipment/tools and testing instruments required. | | Adequate modern drafting and computing facilities; minimum 1 no. CAD terminal. Adequate nos. of calibrated testing instruments and equipment/tools for carrying out installation, operation, maintenance and testing/commissioning services; valid calibration certificates for testing instruments shall be available. Refer Annex 34 for list of typical equipment/tools and testing instruments required. |
| 5. Office/Workshop Facilities | | 5. Office/Workshop Facilities |
| Local office/workshop in Hong Kong SAR is required. Reasonably sized, suitably furnished office and workshop/storage areas. In general, the minimum office area shall be 40 m² and the minimum workshop + storage area shall be 25 m². Documentary evidence (e.g. purchase/lease agreement) to prove right of use shall be produced. | | Local office/workshop in Hong Kong SAR is required. Reasonably sized, suitably furnished office and workshop/storage areas. In general, the minimum office area shall be 40 m² and the minimum workshop + storage area shall be 25 m². Documentary evidence (e.g. purchase/lease agreement) to prove right of use shall be produced. |
| 6. Others | | 6. Others |
| Authorized Agency Preferably be an authorized agent in HKSAR for essential equipment. Documentary evidence such as authorized agency agreements shall be available. | | Authorized Agency Preferably be an authorized agent in HKSAR for essential equipment. Documentary evidence such as authorized agency agreements shall be available. |
| Support from Principal Technical support from principal(s) of relevant agency is desirable. Applicant to demonstrate scope and extent (such as design, backup on installation / maintenance etc.) of support. | | Support from Principal Technical support from principal(s) of relevant agency is desirable. Applicant to demonstrate scope and extent (such as design, backup on installation / maintenance etc.) of support. |

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Appendix 3C

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Remarks:

- * Top management shall be the President, Chairman, Director, Managing Director, Executive Director or General Manager etc.
- ** The plant and equipment requirements are subject to modification as technology advances and as new plant emerges. Furthermore, the type of materials and method of application that the contractors select will dictate the plant required
- (1) The outstanding value instead of the total value of works is to be used for checking compliance with the tender limits for probationary contractors. The outstanding value of works in an existing contract shall be the difference between the original contract sum and the aggregate of all payments certified under the contract up to and including the date set for the close of tender or, if this has been extended, the extended date for the contract being procured. The outstanding value shall be taken as zero if the original contract sum is less than the aggregate of all payments certified.
- (2) The new tender/contract limits effective as from 17 July 2009 will not affect the group limits and the minimum contract value referred to in the contract experience requirement set out in this Appendix for assessing applications for admission, confirmation or promotion of contractors in the relevant categories, groups and status of the Specialist List until further notice.

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ANNEX 1 Staff Qualification for 26 Categories

Works Categories: Air-conditioning Installation

Audio Electronics Installation

Broadcast Reception Installation

Burglar Alarm and Security Installation

Catering Equipment Installation

Diesel Generator Installation

Electrical and Mechanical Installation for Sewage Treatment &

Screening Plant

Electrical Installation

Electronic Timing and Display Installation

Fire Service Installation

Fountain Installation

Industrial Type Electrical Installation

Lift, Escalator and Passenger Conveyor Installation

Liquefied Petroleum Gas Installation

Low Voltage Cubicle Switchboard Installation

Mechanical Handling and Lifting Installation

Mechanical Plant and Equipment Installation

Motor Vehicle Body-building and Painting

Plumbing Installation

Radio Electronics Installation

Steam and Compressed Air Installation

Survey of Government Land Pressure Receivers subject to Steam and Air Pressure (but excluding Steam Boilers)

Survey of Government Land Steam Boilers

Survey of Lifting Appliances and Lifting Gear

Swimming Pool Water Treatment Installation

Uninterruptible Power Supply Installation

Video Electronics Installation

Annex 1 to Appendix 3C Page 1 of 5

ANNEX 35 Minimum Personnel and Equipment Requirements for Landscaping Category, Class I: General Landscape Work

Minimum Requirements for Technical Staff

| | Academic / | | No. | |
|------------------------------|--|---------------------------|------------------|------------------|
| Position ^{(a), (b)} | Professional | Experience ^(c) | Group | Group |
| | Qualifications | | I | II |
| horticulturalist | Obtained a university | Three years working | 1 ^(d) | 1 ^(d) |
| | degree in horticulture or | experience in | | |
| | related discipline ^(e) | horticulture | | |
| | C | R | | |
| | Satisfactorily | Four years working | | |
| | completed ^(f) a | experience in | | |
| | recognized diploma | horticulture | | |
| | programme in | | | |
| | horticulture or related | | | |
| | field ^(g) equivalent to the | | | |
| | standards of Level 3 or | | | |
| | above in the Hong Kong | | | |
| | Qualification | | | |
| | Framework | | | |
| | C | R | | |
| | Obtained a qualification | Five years working | | |
| | or certification from a | experience in | | |
| | professional institute or | horticulture | | |
| | organization of | | | |
| | horticulture ^(h) with | | | |
| | standards equivalent to | | | |
| | those of the Certified | | | |
| | Horticulturist from the | | | |
| | American Society for | | | |
| | Horticultural Science or | | | |
| | above | | | |

Annex 35 to Appendix 3C Page 1 of 5

Minimum Personnel and Equipment Requirements for Landscaping Category, Class I : General Landscape Work

Annex 35 to Appendix 3C

Minimum Requirements for Technical Staff (Cont'd)

| | Academic / | | N | 0. |
|------------------------------|--|---------------------------|------------------|------------------|
| Position ^{(a), (b)} | Professional | Experience ^(c) | Group | Group |
| | Qualifications | | I | II - |
| tree specialist | Obtained a university | Three years working | 1 ^(d) | 1 ^(d) |
| | degree in arboriculture | experience in | | |
| | or related discipline ⁽ⁱ⁾ | arboriculture | | |
| | O | R | | |
| | Satisfactorily | Four years working | | |
| | completed ^(f) a | experience in | | |
| | recognized diploma | arboriculture | | |
| | programme in | | | |
| | arboriculture or related | | | |
| | field ^(j) equivalent to the | | | |
| | standards of Level 3 or | | | |
| | above in the Hong Kong | | | |
| | Qualification | | | |
| | Framework | | | |
| | O | R | | |
| | Obtained a qualification | Five years working | | |
| | or certification from a | experience in | | |
| | professional institute or | arboriculture | | |
| | organization of | | | |
| | arboriculture ^(h) with | | | |
| | standards equivalent to | | | |
| | those of the Certified | | | |
| | Arborist from the | | | |
| | International Society of | | | |
| | Arboriculture or above | | | |

Annex 35 to Appendix 3C Page 2 of 5

Annex 35 to Appendix 3C

Minimum Requirements for Technical Staff (Cont'd)

| | Academic / | | No. | |
|------------------------------|-------------------------------------|---------------------------|-------|-------|
| Position ^{(a), (b)} | Professional | Experience ^(c) | Group | Group |
| | Qualifications | | I | II |
| skilled worker | Satisfactorily | Three years site | 2 | 4 |
| | completed ^(f) a total of | working experience in | | |
| | not less than 60 hours of | arboriculture and | | |
| | training courses in the | horticulture | | |
| | past five years in the | | | |
| | arboricultural and | | | |
| | horticultural fields | | | |
| | offered by the relevant | | | |
| | organizations with | | | |
| | standards equivalent to | | | |
| | those of the | | | |
| | Construction Industry | | | |
| | Council Training | | | |
| | Academy (CICTA) and | | | |
| | the Vocational Training | | | |
| | Council (including the | | | |
| | courses offered under | | | |
| | the Horticulture Skills | | | |
| | Upgrading Scheme) or | | | |
| | above, in which the | | | |
| | Supervision of Tree | | | |
| | Works Course offered | | | |
| | by CICTA and course(s) | | | |
| | on training of pruning | | | |
| | techniques and use of | | | |
| | basic arboricultural and | | | |
| | horticultural tools and | | | |
| | equipment such as | | | |
| | chainsaws should be | | | |
| | included. | | | |

Annex 35 to Appendix 3C Page 3 of 5

Annex 35 to Appendix 3C

Minimum Requirements for Technical Staff (Cont'd)

Notes:

- (a) All individuals must be full time employees of the applicant and must be resident Hong Kong Identity Card Holders or Work Visa Holders, and the practice must constitute their principal source of employment. Documentary evidence such as self-declaration letter specifying full-time employment with the company, bank payroll statement, Mandatory Provident Fund contribution record, Employer's Return of Remuneration and Pensions to Inland Revenue Department, etc. shall be produced.
- (b) All individuals may fill only one of the positions at any one time, unless stated otherwise.
- (c) The experience of all individuals must be full time experience gained in Hong Kong.
- (d) The horticulturalist and the tree specialist can be the same person for Group I contractors but cannot be the same person for Group II contractors.
- (e) Related disciplines of horticulture include agriculture, arboriculture, botany, landscape architecture, landscape management, landscape science, plant science, or equivalent.
- (f) 'Satisfactorily completed' means achievement of satisfactory level of competency assessment through examination, assignment and/or class performance.
- (g) Programme in related field of horticulture shall comprise core course module in subjects including botany, soil science and fertility, diagnosis, treatment and control of plant pests and diseases, nursery management, and landscape management, or equivalent.
- (h) The qualification or certification shall be obtained through satisfactory passing of examination or assessment process within the institute or organization.
- (i) Related disciplines of arboriculture include botany, forestry, horticulture, landscape architecture, landscape management, landscape science, plant science, or equivalent.
- (j) Programme in related field of arboriculture shall comprise core course module in subjects including tree identification and biology, tree planting, protection and establishment, pruning, plant health care, diagnosis and disorder, tree risk assessment and management, and tree works safety, or equivalent.

Annex 35 to Appendix 3C Page 4 of 5

Annex 35 to Appendix 3C

Minimum Plant and Equipment Requirements for Group I and Group II Contractors

| Plant and Equipment | Remarks |
|---|---|
| Advanced tree diagnostic equipment such as resistograph and tomograph, and auxiliary plant and tools for ready set-up, testing, fine-tuning and maintenance of the equipment. | Documentary proof of ownership of the equipment or ability to source the equipment from third party when required, should be produced. |
| Basic tools and equipment that are necessary to enable the contractor to perform effectively the works as defined in the Brief Scope of Category/Class, such as hoe, saw, shears, spade, mattock, shoulder sprayers, power chainsaw, tree climbing saddles, braided climbing ropes, carabiner, bow saw, pole saw, long-arm pruner | Documentary proof of ownership of the tools and equipment should be produced. |
| Personal protective equipment that are necessary to enable the contractor to perform safely the works as defined in the Brief Scope of Category/Class, such as safety steel toe cap boots, chainsaw gloves, chainsaw pants, safety helmet with face guard, safety glasses or goggles and ear defenders | Documentary proof of ownership of the equipment should be produced. |

ANNEX 36 List of Tools / Equipment and Testing Instruments for the Plumbing Installation Category

| Item of Assessment Minimum Requirement | | | Remark |
|---|----------|----------|--|
| | Group I | Group II | |
| Flow meters & pressure gauges | 1 | 1 | Calibration is permanent, components to be replaced if damaged |
| Hydraulic pump with pressure gauge | 1 | 2 | |
| Insulation tester | 1 | 2 | |
| Multi-tester (AVO) | 1 | 2 | |
| Clamp-on ammeter | 1 | 2 | |
| Conduit bender | 1 | 2 | |
| Conduit cutter | 1 | 2 | |
| Welding machine | 1 | 2 | |
| Threading machine | 1 | 2 | |
| Bending machine | 1 | 2 | |
| Drilling machine | 1 | 2 | |
| Proof of regular calibration (for instrument only), e.g. calibration certificates issued by the Hong Kong Laboratory Accreditation Scheme (HOKLAS) accredited laboratory or equivalent institutions | Required | Required | At least yearly and as requested when the instrument is in doubt |

Note: All equipment should be verified that they are all at sight or with other form of proof of ownership.

Annex 36 to Appendix 3C Page 1 of 1