

Supplementary Material 1.

Ref. ASD51/5932/SSH346/C25/006

Construction of Police Headquarters, Phase III at Arsenal Street, Wanchai
Contract No. SS H346 (PWP No. 234LP)

Principles of Marking for Stage 2 Evaluation of Prequalification Proposals

(A) General Grading

Ranking	Percentage Mark
Poor (P)	0% - 29%
Unsatisfactory (U)	30% - 59%
Satisfactory (S)	60% - 79%
Very Good (VG)	80% - 100%

Where the above ranking is not applied (NA), actual marks will be assessed on the basis of other criteria indicated in the marking guidelines.

(B) Evaluation Criteria

Ref.	Evaluation Criteria	Rank	Marking Guidelines
1.	Company organization and resources		Total: Max 10, Pass 6
1(i)	Company structure and staff organization; office, workshops, stores & factories operated by the company	P U S VG	No company organization chart and no information on staff organization, office, workshops, stores and factories operated by the company. Chart or organization information without names, posts, CV for principal staff member and clear line of authority; or incomplete information on office, workshops, stores and factories operated by the company. Chart or organization information, with names, posts and CV for principle staff member and clear line of authority; and information on office, workshops, stores and factories operated by the company. Indication of lateral communication, in addition.
1(ii)	Number and experience of staff	N/A	Weighted index = No. of staff with degree/professional qualification x 1.3 + no. of managerial staff without degree but with more than 5 years of experience:

	Max. 3 Pass 1.8		1 point : 1 - 30 2 points : 31 - 80 3 points : 81 & over Decimal points will be rounded up.
1(iii)	Financial background	N/A	Based on comments from WD 1.2 point : short fall of running capital and without undertaking letter 1.8 point : short fall of running capital but with undertaking letter 3 point : adequate funding
2.	Experience in undertaking projects of similar nature, size and complexity within the past 5 years		Total: Max. 20, Pass 12
2(i)	Complexity, number and size of building projects undertaken within the past 5 years	N/A	Definition of similar nature, size & complexity : Projects of value (present TPI) >\$500M and >30% of BS content in value • 1 no. of such project = min. pass mark (4.2 point) • each additional no. of such project = 0.3 points • add bonus 0.3 for each office tower with multi-user complex
2(ii)	Experience in diaphragm wall and deep basement	N/A	• 1 project with 2 level basement built by diaphragm walling = min. pass mark (3 points) • Each additional no. of such project = 0.4 points • Add bonus for each additional basement floor (1/2 of the above marks will be given for overseas works, MTR stations and projects completed more than 5 years ago)
2(iii)	Quality of Work		Based on comments from subject officers and submitted project records on : • Materials • Workmanship & • Testing & commissioning

Pre-qualification
(C.C.) 2.

		P	Unsatisfactory on all 3 items
		U	Satisfactory on less than 3 items
		S	Satisfactory on all 3 items
		VG	Satisfactory on more than 3 items
2(iv)	Progress of Work Max. 4 Pass 2.4 <i>Timely Completion?</i>		Based on consultation with subject officers and submitted project records:
		P	Termination by employer
		U	Completion not on time
		S	Completion on time
		VG	Completion in advance
3.	Project staff resources and organization		Total: Max. 15, Pass 9
3(i)	Organization of management and project staff for the Contract Max. 3 Pass 1.8	P	No information on project staff organization
		U	Information on project staff organization without any of the basic elements listed in the "satisfactory" item.
		S	Information on project staff organization with names, posts and CV for professional, technical and supervisory staff; and their scope of responsibilities with clear line of authority.
		VG	Information on project staff organization with more information than the basic elements listed in the "satisfactory" item and showing lateral communication and support from head office.
3(ii)	Qualification and experience of project management Max. 3 Pass 1.8 <i>* Project Management</i>	P	Project management not included in project organization
		U	Project management identified but without applicable qualifications or experience
		S	Project management with satisfactory applicable qualifications and experience
		VG	Project management with very good applicable qualifications and experience

3(iii)	Qualification and experience of site management staff Max. 3 Pass 1.8 <i>2 site Management</i>	P	Site management staff not included in project organization		
		U	Site management staff identified but without applicable qualifications or experience		
		S	Site management staff with satisfactory applicable qualifications and experience		
		VG	Site management staff with very good applicable qualifications and experience		
3(iv)	Qualification and experience of BS co-ordination team Max. 3 Pass 1.8	P	BS co-ordination team not included in project organization		
		U	BS co-ordination team identified but without applicable qualifications or experience		
		S	BS co-ordination team with satisfactory applicable qualifications and experience		
		VG	BS co-ordination team with very good applicable qualifications and experience		
3(v)	Structural and geotechnical competence of design team Max. 3 Pass 1.8	P	Structural and geotechnical design team not mentioned		
		U	Structural and geotechnical design team without suitable qualifications or adequate experience		
		S	Structural and geotechnical design team with suitable qualifications and adequate experience		
		VG	Structural and geotechnical design team with suitable qualifications and adequate experience and technical support from head office		
4.	Proposals and method statement for undertaking the project and support information		Total: Max. 25, Pass 15		
4(i)	Programme and time control Max. 6 Pass 3.6	N/A		Max.	Pass
			Gantt Chart included	0.8	0.5
			Key activities included	1.5	0.9
			Programming logic/adequacy	1.5	0.9
			Critical path/milestones	1.5	0.9
			Systems (planning/monitoring)	0.7	0.4

(ii)	Co-ordination Max. 4 Pass 2.4	N/A	Communication mechanism	Max. 1.0	Pass 0.6
			B.S. Work type/interface issues	1.0	0.6
			DSC management/method of selection	1.0	0.6
			Production of CSD/CBWD	1.0	0.6
4(iii)	Quality control Max. 3 Pass 1.8	P	No valid ISO 9000 certification.		
		U	Valid ISO 9000 certification but quality policy/quality plan not submitted or quality plan including incorrect information.		
		S	Valid ISO 9000 certification, quality policy and quality plan submitted covering all trades, their co-ordination and control of workmanship.		
		VG	Valid ISO 9000 certification and quality plan with consideration specific to this project.		
4(iv)	Technical proposal including site planning, construction method, plant and equipment Max. 12 Pass 7.2	N/A	Construction methods included to address specific problems and meet programme.	Max. 6.0	Pass 3.6
			Site planning/layout included.	3.0	1.8
			Resources planning (staff, plant & equipment) included.	1.0	0.6
			Potential problems identified with possible solution.	2.0	1.2
5.	Site safety and track record		Total: Max. 10, Pass 6		

5(i)	Quality of proposed safety plan Max. 5 Pass 3	P	No safety plan submitted.		
		U	Safety plan without any of the key elements stated in the "satisfactory" item or including incorrect information.		
		S	Safety plan including policy statement, safety organization chart with name and post; and contain information to demonstrate method of effective and efficient safety procedures.		
		VG	Safety plan with consideration specific for this project.		
5(ii)	Track record Max. 5 Pass 3	N/A	Based on record from Works Bureau.		
			Standard set at: Max. 4 no. convictions per contract as pass Sliding scale applies and the formula is = $5.00 - 0.5 \times$ no. of convictions per contract		
			<ul style="list-style-type: none"> Deduction of 1.0 point for contractor under current voluntary suspension from tendering Deduction of 0.5 point for contractor with previous record of suspension from tendering and subsequently lifted 		
			Total: Max. 5, Pass 3		
6(i)	Proposals for environmental protection Max. 3 Pass 1.8	P	No environmental policy or outline plan.		
		U	Environmental policy without one of the four key elements stated in the "satisfaction" item or including incorrect information.		
		S	Policy covering effective and efficient dust control, water control, noise control and construction waste control measures.		
		VG	Policy with consideration specific for this project or ISO 14000 certification.		
6(ii)	Track record Max. 2 Pass 1.2	N/A	Based on records from Works Bureau.		
			Standard set at: Max. 1 nos. conviction per contract as pass Sliding scale applies and the formula is = $2.0 - 0.8 \times$ no. of convictions per contract		

7.0	Immigration and - Employment Ordinance Track record		Total: Max. 5, Pass 3
7(i)	Track record on convictions under the Immigration Ordinance Max. 2.5 Pass 1.5		Standard set at: Max. 1 conviction per ten contracts as pass i.e. 0.1 Sliding scale applies and the formula is = $2.5 - 10 \times \text{no. of convictions per contract}$
7(ii)	Track record on convictions under the Employment Ordinance Max. 2.5 Pass 1.5		Standard set at; Max. 1 conviction per ten contracts as pass i.e. 0.1 Sliding scale applies and the formula is = $2.5 - 10 \times \text{no. of convictions per contract}$
8.0	History on Government contracts		Total: Max. 10, Pass 6
8(i)	Claims Max. 4 Pass 2.4	N/A	Based on record from Works Bureau. Standard set at: Take average 1 unreasonable claim out of four contracts as pass, i.e. 0.25 Sliding scale applies and the formula is = $4.0 - 6.4 \times \text{no. of unreasonable claims per contract}$
8(ii)	Performance and Workmanship Max. 6 Pass 3.6	N/A	Based on record from Works Bureau. Standard set at: Take average 1 adverse report out of 8 as pass, i.e. 0.125 Sliding scale applies and the formula is = $6 - 19.2 \times \text{no. of adverse reports per performance report}$ Deduction of 1.0 point for contractor under current voluntary suspension from tendering Deduction of 0.5 point for contractor with previous record of suspension from tendering and subsequently lifted In case of no record, take the score as a percentage of the total score of Criteria 1 to 7 inclusive over the possible total maximum of these criteria, as specified.