

Agreement No. CE 16/2005 (GE)
Roadside Slope Engineer Inspections (2006-2010) in NT Region - Investigation

Notice of Inviting Expression of Interest (EOI)

Interested consultants are invited to express their interest in undertaking the above consultancy.

Consultants should fulfill and declare that they have met the following longlisting criteria for their submissions to be considered further –

- (a) The consultants have at least 10 professional staff in Hong Kong;
- (b) The consultants have at least one professional staff in Hong Kong in General Civil Engineering (S1) discipline and seven professional staff in Hong Kong in Geotechnical Engineering/Geology (S2) discipline.

This consultancy is to commence in October 2005. Interested consultants may obtain an Electronic Invitation Package (EIP) in the context of Works Bureau Technical Circular No. 17/2001 for the assignment by contacting the following officers of Highways Department:

<u>Name</u>	<u>Post</u>	<u>Telephone No.</u>	<u>Fax No.</u>
Mr. K. W. Lo	Senior Engineer	2762 4941	2714 5228
Ms. Tanya TSUI	Engineer	2762 3525	2714 5228

If you are interested in this consultancy, would you please reply to Regional Highway Engineer/NT of Highways Department at 2/F., Ho Man Tin Government Offices, 88 Chung Hau Street, Ho Man Tin, Kowloon before **12:00 noon on 5 July 2005** by submitting **four** sets of documents containing the following information in a maximum of four A4 pages and a minimum font size of 10:-

- (a) your approach to the assignment and appreciation of requirements;
- (b) previous relevant experience both in Hong Kong and elsewhere;
- (c) an indication of key staff likely to be employed for the assignment, together with their curriculum vitae;
- (d) an indication of sub- consultants to be employed; and
- (e) your comments on the draft Brief.

Please note that no attachments, except for the curriculum vitae of the key staff likely to be employed on the consultancy, should be included in your submission. Late submissions or submissions that do not conform to the requirements in respect of the number of pages, the page size, the font size or the attachments will not be considered.

If a black rainstorm warning or typhoon signal No. 8 or above is hoisted between 9 a.m. and 12 noon on the closing day for receipt of the submissions, the closing date shall be extended to 12 noon on the following working day (excluding Saturday).

The electronic documents for preparing your submission and the pertinent licence conditions for using these documents are included in the EIP. You will be deemed to have accepted these conditions if you use the documents.

You may make your submission in either electronic format or hard copy format. If part of the submission is made in both electronic and hard copy formats, the electronic format shall prevail over the corresponding hard copy format. If you elect to make your submission in electronic format, the document for your proposal shall be prepared and submitted in accordance with the "Requirements for Submission of Proposal in Electronic Format" contained in the EIP. All proposals, whether submitted in electronic format or in hard copy format, will be evaluated on an equal basis.

If you are a limited liability company, then you are required to submit documentary proof that the majority of the voting power in meetings of the company shall be held by directors who are consulting engineers (or equivalent professionals of associated professions). In addition, you are required to provide the necessary information on ISO 9001:2000 Certification as described in the attached ISO9001:2000 Certification of Consultants.

You are also required to declare any involvement or interest if it is considered by you to be in real or apparent conflict with the duties to be performed for this consultancy. Any involvement or interest declared would be carefully considered but would not automatically bar you from being further considered in the selection process.

The initial longlist of qualified consultants to which invitation letters for submitting EOI have been sent is included in the EIP. Based on the response received, normally 4 suitable firms will be shortlisted for submission of technical and fee proposals. In particular, please note that the past performance of sub-consultants will also be assessed in the technical proposals the shortlisted consultants have to submit in the next stage. A preliminary schedule of critical/payment milestones is also attached for your information.

Consultants having linkages to each other, e.g. subsidiaries, parent or sister companies are not allowed to bid on the same agreement. Only one firm of such consultants, as the case may be, should submit expression of interest for this agreement. You are required to declare any linkage with other consultants on the above list.

In particular, you are reminded that submissions are being invited on a non-commitment basis and Government is not responsible for your costs of preparing the submissions. Please also note that documents of unsuccessful consulting firms will be destroyed three months after the date the Agreement has been awarded and signed.

ISO 9001:2000 Certification of Consultants

- (1) The consultants shall submit, together with their expression of interest, a copy of their ISO 9001:2000 certificate acceptable to the Employer showing the scope of certification and a statement either:
 - (A) confirming that no area/aspect in the consultancy agreement which its quality system specifically excludes; or
 - (B) disclosing the areas/aspects in the consultancy agreement which its quality system specifically excludes.
- (2) Subject to the following paragraphs, submissions from consultants who have not obtained ISO 9001:2000 certification on or before the date of this invitation may not be considered.
- (3) If the consultants, due to circumstances beyond their control, have not obtained ISO 9001:2000 certification but a full review of the Quality Manual of their Hong Kong office has been carried out in Hong Kong by a certification body acceptable to the Employer and such Quality Manual has been confirmed by the certification body as being in conformity with the requirements of ISO 9001:2000 standard on or before the date of this invitation, the submission by the consultants will still be considered provided that the consultants shall undertake in writing if they are awarded the consultancy agreement, to book within three months of the award of the consultancy agreement, the date of audit for the ISO 9001:2000 certification with the certification body; with detailed documented quality system procedures ready at the time of booking. The booking of the audit shall be a condition precedent to the consultants' entitlement to any payment or any further payment of fees under the consultancy agreement.
- (4) If the consultants whose scope of certification excludes site activities service which is required to be provided by the consultant under the consultancy agreement, their submission will be considered to be non-conforming in respect of the certification requirements. If the consultant can prove to the satisfaction of Highways Department that such exclusion is due to circumstances beyond their control, the proposal may still be considered to be conforming in respect of the certification requirements provided that the consultants shall undertake in writing that if the consultants are awarded the consultancy agreement, they shall apply within three months of the award of the consultancy agreement to the certification body for revision of their current scope to cover site activities service; with detailed documented quality system procedures ready at the time of applying for revision. The submission of an application for revision of the scope of their ISO 9001:2000 certification to cover site activities service shall be a condition precedent to the consultants' entitlement to any payment or any further payment of fees under the consultancy agreement.
- (5) If the consultants are a joint venture, the consultants shall submit, together with their expression of interest, a statement declaring that they shall implement the quality system of one of their partners or shareholders, and specifying which one. The reference to ISO 9001:2000 certificate, ISO 9001:2000 certification and Quality Manual referred to in (1) to (4) above shall refer to that of the specified partner or shareholder. The consultants shall also submit a copy of the written notification to the certification body of the specified partner or shareholder that the joint venture shall implement the quality system by the

specified partner or shareholder and the written agreement that the activities of the joint venture shall be subject to the surveillance of the certification body.