Alpha
Engineering Consultant

PROJECT QUALITY PLAN

Proposed Jurong West Community Building at
Jurong West Street 64 and Jurong West Central 3

For

M/S People's Association, NLB & MOH

Copy No.	1

Prepared By: Chong Lai Meng

Authorised By: Richard Teo

Date: 31 August 2005

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SECTION 1

QUALITY PLAN CONTROL AND DISTRIBUTION

1.1 List of Copy Holders

Copy No.	Copy Holder	Date of Issue
1	1399-PQP	24 August 2004
2	CLM	24 August 2004

1.2 Revision Record

Revision	Date of Issue	Section Reference	Page(s)	Remarks
0	24 August 2004	1 - 10	33	
1	31 August 2005	1 – 10	26	+ 1 pg (Sect 4.1 – Overall Programme

SECTION 2

PROJECT INFORMATION

2.1 Project Description

Type of Development	Community Building

Statistics of Development	
Site Area, m²	6000
Nett Floor Area, m²	-
Gross Floor Area, m²	11737
Covered Carpark, m²	-
No. of Covered Carpark Lots	-
No. of Apartments/Houses	NA
No. of Beds (for Hospitals)	NA
No. of Guestroom (for Hotels)	NA
No. of Blocks / No. of Storeys	One block of part 3-storey and part 4-storey
No. of Phases	2

2.2 Project Cost

M&E Services Cost Plan (S$)							
Services	EI & FIRE	ACVI	LEI	PSI	BMS		
Estimate	1,832,434	1,369,860	428,400	540,275	-		
Awarded	1,775,000	1,680,000	433,800	687,000	74,000		

Total Project Construction Cost (S$)			
	Site Clearance	Piling Works	Main Contract
Estimate			17,553,263
Awarded			*15,053,367

Site Clearance shall include earth work, soil improvement, service diversion and termination.

2.3 Scope of Works

2.3.1 Scope of Consultancy Services

Conceptual/Schematic Design	✓
Detailed Design	✓
Tender Documentation	✓
Tender Evaluation	✓
Contract Supervision	✓
M&E Costing	✓
Submissions to Authority	✓

(✓*where applicable*)

2.3.2 Scope of M&E Services

ELECTRICAL	✓	AIR CONDITIONING	✓	SPRINKLER		SANITARY	✓	SWIMMING POOL	
LIFT	✓	MECHANICAL VENTILATION	✓	FIRE ALARM	✓	COLD WATER	✓	STEAM BOILER	
ESCALATOR		MECHANICAL SMOKE EXTRACT		HOSEREEL	✓	HOT WATER	✓	FUEL STORAGE	
PABX		COMPUTER A/C		WET RISER		TOWN GAS			
SECURITY	✓	BST CARPARK EXH		DRY RISER	✓	LPG GAS			
TELELIFT		HEATING				MEDICAL GAS			
DATA COMM.	✓								
FLUSHFLOOR TRUNKING									

(✓*where applicable*)

2.3.3 Submission to Relevant Authorities by Others

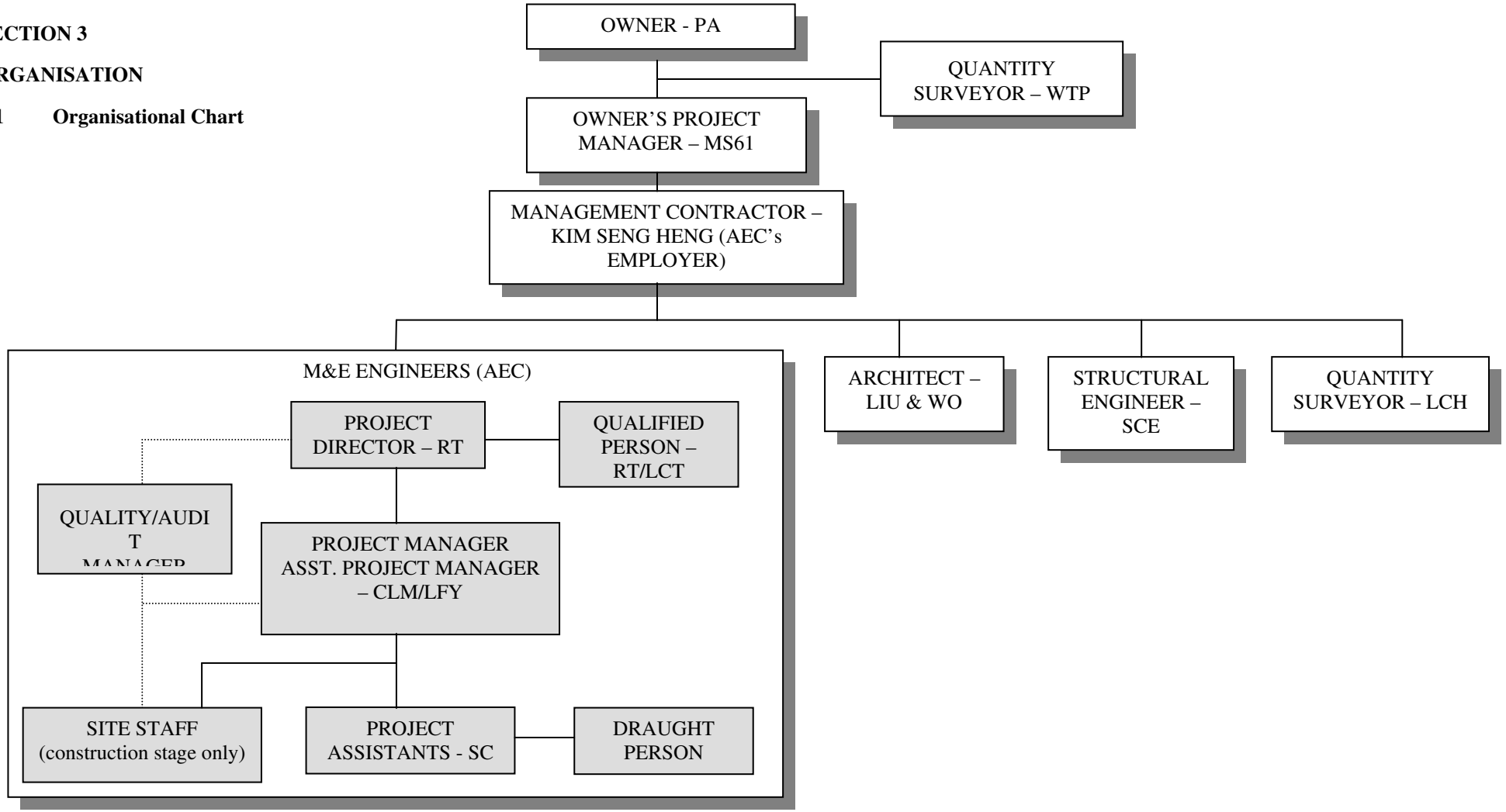
EJECTOR & DIVERTER		SUMP PUMP		FUEL OIL TANK		LIFT & ESCALATOR		PRESSURE VESSEL		HOISTS		FOAM	

(✓*where applicable*)

SECTION 3

ORGANISATION

3.1 Organisational Chart



SECTION 3

ORGANISATION

3.2 AEC's Project Team Member

TITLE		NAME
Project Director		Richard Teo (RT)
Qualified Person	Mechanical	Andrew Loh (LCT)
	Electrical	Richard Teo (RT)
Project Manager		Chong Lai Meng (CLM)
Assistant Project Manager		Loh Fook Yuen (LFY)
Project Assistant (Mech)		Sam Chong (SC)
Project Assistant (Elect)		Lim Chai Hoon (LCY)
Draughtsperson		Common Pool
Resident Engineer (M&E)		-
Assistant Resident Engineer (M&E)		-
Clerk-of-Work (M&E)		-

3.3 Client/Client's Representatives

Client:- MS61 Management Services Pte Ltd

Address:- 36 Prinsep Street #03-01 Singapore 188648

Tel:- 64339210

Fax:- 63371381

Client's Representatives:-

Name of Firm	Contact Person	Contact
MS61 Pte Ltd 36 Prinsep Street #03-01 Singapore 188648	Name: T J Lee Position: Senior Project Manager	Tel: 64339210 Fax: 63371381 Handphone: - Email: tjlee@ms61.com.sg
WT Partnership 2 Havelock Road #03-01 Apollo Centre Singapore 059763	Name: Chua Keng Hua Position: Quantity surveyor	Tel: 6533 0822 Fax: 6533 2833 Handphone: - Email: wtpsin@singnet.com.sg
	Name: Position:	Tel: Fax: Handphone: Email:
	Name: Position:	Tel: Fax: Handphone: Email:
	Name: Position:	Tel: Fax: Handphone: Email:

3.4 **Other Consultants** (Local)

Function / Name of Firm	Contact Person	Contact
Architect Liu & Wo Architects Pte Ltd 35 Duxton Hill Singapore 089613	Name: Alvin Liew Position: Architect	Tel: 6226 2766 Fax: 6226 3011 Handphone: - Email: liuwo@liuwo.com.sg
Quantity Surveyor LCH Quantity Surveying Consultant 15 Enggor Street #09-03 Realty Centre Singapore 079716	Name: Lee Choon Hiong Position: Principal	Tel: 6222 2232 Fax: 6227 2232 Handphone: - Email: lchqsc12@singnet.com.sg
Structural Engineer SCE Consultants (Pte) 1 Jalan Kilang Timor #06-02 Pacific Tech Centre Singapore 159303	Name: Goh Teck Sin Position: Senior Engineer	Tel: 6337 2828 Fax: 6339 9313 Handphone: - Email: sce@sce.com.sg
Interior Designer ID 61 Pte Ltd 150 Beach Road #23-01 Gateway West Singapore 189720	Name: Alvin Leong Position: Designer	Tel: 6737 5977 Fax: 6339 1362 Handphone: - Email: id61@id61.com.sg
Lighting Consultant	Name: Position:	Tel: Fax: Handphone: Email:
Acoustic Consultant Acoustical Laboratory Pte Ltd 19A Eng Kong Terrace Singapore 598991	Name: Dr Tan K Y Position: Director	Tel: 6465 6212 Fax: 6465 6223 Handphone: - Email: -
_____	Name: Position:	Tel: Fax: Handphone: Email:
_____	Name: Position:	Tel: Fax: Handphone: Email:

3.4 **Other Consultants** (Overseas) – **NOT USED**

Function / Name of Firm	Contact Person	Contact
Architect	Name: Position:	Tel: Fax: Handphone: Email:
M&E Consultant	Name: Position:	Tel: Fax: Handphone: Email:
Quantity Surveyor	Name: Position:	Tel: Fax: Handphone: Email:
Structural Engineer	Name: Position:	Tel: Fax: Handphone: Email:
Interior Designer	Name: Position:	Tel: Fax: Handphone: Email:
Lighting Consultant	Name: Position:	Tel: Fax: Handphone: Email:
Acoustic Consultant	Name: Position:	Tel: Fax: Handphone: Email:
_____	Name: Position:	Tel: Fax: Handphone: Email:

3.5 Contractors/Sub-Contractors

Function / Name of Firm	Contract *	Contact Person	Contact
Management Contractor Kim Seng Heng Engineering Construction Pte Ltd 39 Senoko Road, Singapore 758111		Name: Gair Huat Kian Position: Project Manager	Tel: 6852 8127 Fax: 6792 9730 Handphone: 9675 8292 Email: gairhk@kimsengheng.com.sg
Air Conditioning & Ventilation Installation Sub-Contractor Powen Electrical Engineering Pte Ltd 54 Hillview Terrace, Pasir Panjang Road, Singapore 669272		Name: Henry Teo Position: Engineer	Tel: 6468 6868 Fax: 6763 1908 Handphone: 9857 3365 Email: powen@singnet.com.sg
Plumbing & Sanitary Installation Sub-Contractor WTC Engineering Pte Ltd 76 Playfair Road #02-04, LHK2 Building Singapore 367996		Name: Wang Teck Cheng Position: Managing Director	Tel: 6745 9733 Fax: 6745 6806 Handphone: 9067 1144 Email: wtc97@singnet.com.sg
Electrical Installation Sub-Contractor Wah Loon Electrical Engineering Pte Ltd 15 Kaki Bukit Crescent Kaki Bukit Techpark 1 Singapore 416246		Name: Alex Koh Position: Project Manager	Tel: 6747 3773 Fax: 6741 3773 Handphone: 9731 0898 Email: wahloon@pacific.net.sg
Lift & Escalator Installation Sub-Contractor East Elevators Pte Ltd 30 Lorong Ampas #03-01 & #04-01 Skywaves Industrial Building Singapore 328783		Name: Ooi Soon Gee Position: Director	Tel: 6254 9973 Fax: 6254 9975 Handphone: - Email: eeplsin@singnet.com.sg
Fire Fighting & Alarm Installation Sub-Contractor Wah Loon Electrical Engineering Pte Ltd 15 Kaki Bukit Crescent Kaki Bukit Techpark 1 Singapore 416246		Name: Alex Koh Position: Project Manager	Tel: 6747 3773 Fax: 6741 3773 Handphone: 9731 0898 Email: wahloon@pacific.net.sg
Swimming Pool Filtration Plant Installation Sub-Contractor		Name: Position:	Tel: Fax: Handphone: Email:
Carpark System Installation Sub-Contractor		Name: Position:	Tel: Fax: Handphone: Email:
_____		Name: Position:	Tel: Fax: Handphone: Email:

** Type of Contract* - *NSC (Nominated Sub-Contract)*
- *DSC (Domesticated Sub-Contract)*
- *DC (Direct Contract)*
- *NS (Nominated Supplier)*

3.6 Authorities

Authorities/Department	Contact Person	Tel/Fax Nos./E-mail
SP PowerGrid:		
(a) Sub-Station	Chin Yoke Fah	6823 8556
(b) Diversion		
SP Services:		
(a) Customer Supply	H C Yang	68238008/68238289
(b) Installation		
(c) Meter Section		
(d) Road Lighting		
TFCC:		
(a) SCV		
(b) SingTel	Tan Keng Yong	6848 5610
(c) IDA		
BCA:		
(a) Building Plan		
FSSD:		
(a) Building Plan		
(b) M&E Plan		
PUB (Water Supply) Network Dept:		
(a) Water Conservation		
(b) Plumbing Plan	Tham Tuck Kuan/Norain	6731 3695/6731 3762
(c) Diversion		
PUB Water Reclamation (Network) Dept:		
(a) Building Plan/CBPU	Han Kit Juan	6731 9155
(b) M&E Plan		
(c) Diversion		
City Gas Pte Ltd:		
(a) Planning/Submission		
(b) Installation/Inspection		
PowerGas Pte Ltd		
(a) Diversion		
NEA (Pollution Control)		
(a) Planning/Submission		
(b) Inspection		

SECTION 4

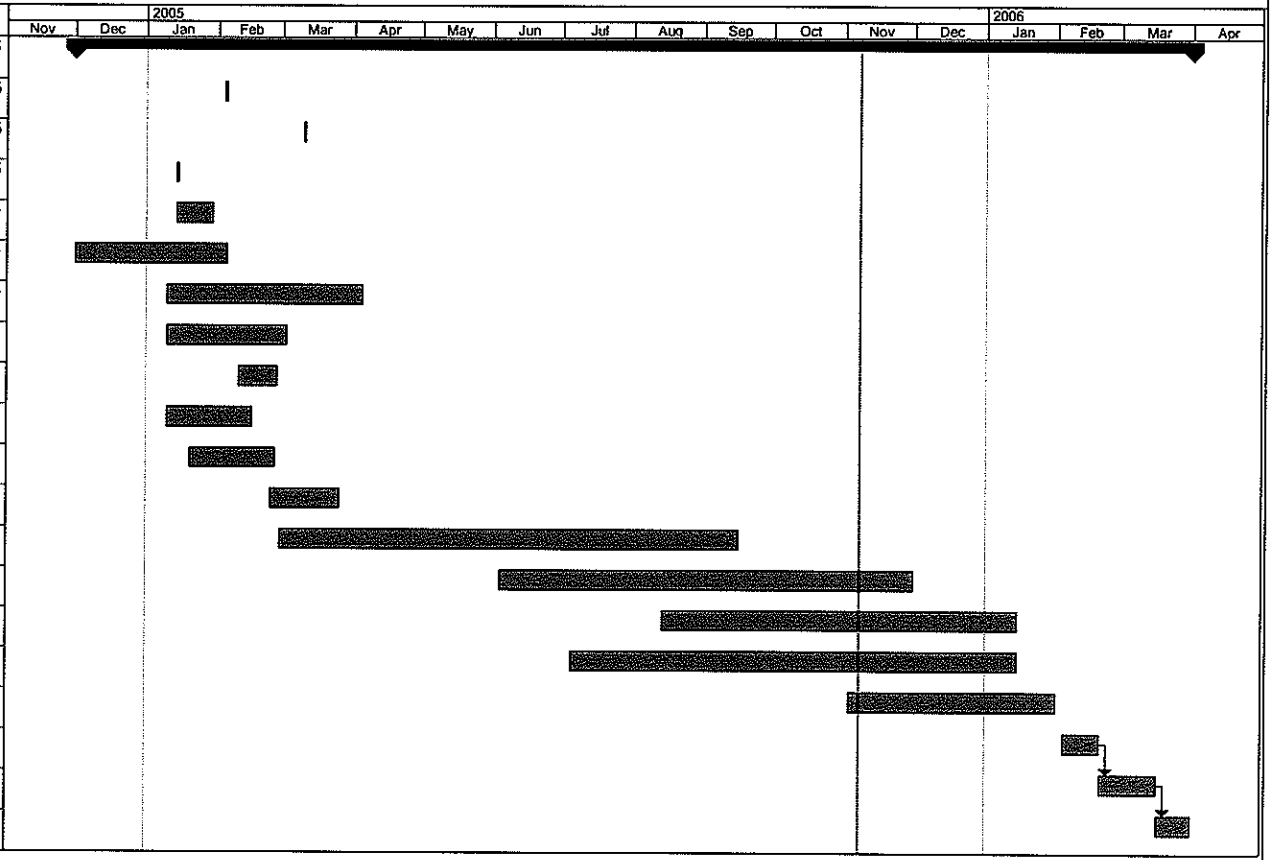
PROGRAMME

4.1 Overall Programme (see attached programme)

ID	TASK NAME	MONTHS	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
1.	Preliminary Planning																									
2.	Planning Submission																									
3.	Detail Design																									
4.	BP Submission																									
5.	BP Submission (Amendments)																									
6.	Tender Period for Piling																									
7.	Tender Period for Sub-Structure																									
8.	Tender Period for Super-Structure																									
9.	Piling Period																									
10.	Sub-Structure Construction Period																									
11.	Super-Structure Construction Period																									
12.	TOP																									
13.	CSC																									

ACC/POLY CONTRACT PERIOD (14 MONTHS) - PROGRAM

ID	Task Name	Duration	Start	Finish
1	**ACC/POLYCLINIC MANAGEMENT CONTRACT (14 MONTHS)**	477 days	Wed 12/1/04	Fri 3/31/06
2	Issue of SOI	1 day	Fri 2/4/05	Fri 2/4/05
3	Award of Supplementary Agreement	1 day	Thu 3/10/05	Thu 3/10/05
4	Site Possesion	1 day	Fri 1/14/05	Fri 1/14/05
5	Site Prelims (precon survey, cable detection, hoarding, etc.)	14 days	Fri 1/14/05	Sat 1/29/05
6	Design development (by other)	57 days	Wed 12/1/04	Fri 2/4/05
7	Submission to Authorities	82 days	Mon 1/10/05	Mon 4/4/05
8	BP Approval	49 days	Mon 1/10/05	Wed 3/2/05
9	Structure Submissions/Approval	17 days	Thu 2/10/05	Sat 2/26/05
10	Issue of Archi. Construction Dwgs.	34 days	Mon 1/10/05	Tue 2/15/05
11	Issue of Struct. Construction Dwgs.	35 days	Thu 1/20/05	Fri 2/25/05
12	issue of M & E Design Drawings	30 days	Thu 2/24/05	Fri 3/25/05
13	Construction - Sub/superstructure RC	200 days	Mon 2/28/05	Thu 9/15/05
14	Construction Architectural	180 days	Sat 6/4/05	Wed 11/30/05
15	Interior Decoration	154 days	Sun 8/14/05	Sat 1/14/06
16	Construction M & E	194 days	Tue 7/5/05	Sat 1/14/06
17	Construction of External works	90 days	Thu 11/3/05	Tue 1/31/06
18	Testing and commissioning	16 days	Sat 2/4/06	Sun 2/19/06
19	RI / BCA inspection	25 days	Mon 2/20/06	Thu 3/16/06
20	TOP	15 days	Fri 3/17/06	Fri 3/31/06



Project: JHC MASTER PROGRAM
Date: Mon 11/7/05

Task | Progress | Summary | External Tasks | Deadline
Split | Milestone | Project Summary | External Milestone

SECTION 4

PROGRAMME

4.2 Authority Submission Status for M&E Services - 1st Submission

Service	Authority	Original Submission		Comments/Resubmission						Approval/
		Scheduled	Actual	Comment	Resubmit	Comment	Resubmit	Comment	Resubmit	Clearance
Application for Electricity Supply	SP Services Ltd		7/7/04							13/7/04
Power Supply Substation	SP PowerGrid Ltd		11/10/04		6/7/05					13/7/05
Metering Layout	SP Services Ltd									
Sanitary Installation	PUB Water Reclamation (Network) Dept	30/9/04	3/8/05	15/8/05						
Domestic Water Supply	PUB (Water Supply) Network Dept	30/9/04	15/9/05	5/10/05						
Gas Supply Installation	City Gas Pte Ltd	NA								
Air Conditioning & Ventilation Inst.	FSSD	15/10/04								
Fire Fighting & Alarm Installation	FSSD	15/10/04								
Telephone Installation	TFCC		2/2/05							25/2/05
Broadband Co-axial Cable System (BCS)	Starhub Cable Vision		2/2/05							25/2/05
Fuel Storage	FSSD	NA								
	NEA (Pollution Control)									

SECTION 4

PROGRAMME

4.3 Authority Submission Status for M&E Services (Amendments) - 2nd Submission – NOT USED

Service	Authority	Original Submission		Comments/Resubmission						Approval/
		Scheduled	Actual	Comment	Resubmit	Comment	Resubmit	Comment	Resubmit	Clearance
Application for Electricity Supply	SP Services Ltd									
Power Supply Substation	SP PowerGrid Ltd									
Metering Layout	SP Services Ltd									
Sanitary Installation	PUB Water Reclamation (Network) Dept									
Domestic Water Supply	PUB (Water Supply) Network Dept									
Gas Supply Installation	City Gas Pte Ltd									
Air Conditioning & Ventilation Inst.	FSSD									
Fire Fighting & Alarm Installation	FSSD									
Telephone Installation	TFCC									
Broadband Co-axial Cable System (BCS)	Starhub Cable Vision									
Fuel Storage	FSSD									
	NEA (Pollution Control)									

SECTION 5

PROJECT RECORDS

5.1 List of Internal Files

Standard Files

File Ref:		File Ref:	
- Owner	✓	- Architect	✓
- Authorities	✓	- Other Consultants	✓
- Contractors	✓	- CC	✓
- CF	✓	- PQP/QSP	✓

Project Files to be initiated by PM as and when required

File Ref:		File Ref:		File Ref:	

Files under the old Filing System

File Ref: 1399		File Ref: 1399		File Ref: 1399		File Ref: 1399		File Ref: 1399	
-GC	✓	-CM/SM	✓	-EM/MC	✓	-E-G	✓		
-PC	✓	-BD	✓	-PQP	✓	-A-G	✓		
-AE	✓	-CC	✓	-L-G	✓				
-AM	✓	-CF	✓	-F-G	✓				
-AA	✓	-SR/SQ	✓	-P-G	✓				

SECTION 5

PROJECT RECORDS

5.2 Filing of Drawings

The following team members shall take charge of filing of drawings, stamping "SUPERSEDED" drawings, etc.

Description	Team Member
Incoming Architectural Floor Plans	CLM
Incoming Architectural Sketches/Details	CLM
Incoming Structural Drawings	CLM
M&E Drawings	
- Electrical Installation	LFY/LCY
- Lift & Escalator Installation	LFY/LCY
- Air Conditioning & Ventilation Installation	CLM/SC
- Fire Fighting & Alarm Installation	CLM/SC
- Plumbing & Sanitary Installation	CLM/SC
- Swimming Pool & Filtration Installation	NA
Other Drawings	

SECTION 6

INTERFACING

6.1 Method of Interface

Description	Method of Interface	
Client's Review & Approval	M&E Design Report	✓
	Pre-planned meeting at fixed intervals	✓
	Telefax, letter and telephone	✓
	Email	✓
Interface With External Design Teams	M&E Design Report	✓
	Pre-planned meeting at fixed intervals	✓
	Telefax, letter and telephone	✓
	Email	✓
Interface Between Internal Design Teams	Telephone	✓
	Email	✓
	Internal Project Team Meeting	✓
	Circulation of Information	✓

(✓*where applicable*)

SECTION 6

INTERFACING

6.2 Internal Design Interface

Item No.	Description*	Required From	Required By	Date Required	Remarks
1	Power requirement for A/C	CLM	TYH	2/8/04	
2	Power requirement for booster pump	CLM	TYH	2/8/04	
3	Power requirement for alarm panel	CLM	TYH	2/8/04	

** Information required by INTERNAL DESIGN TEAM MEMBERS*

SECTION 6

INTERFACING

6.3 Circulation of Documents to External Parties

	Code: A - Approval Required C - For Comments I - For Information Only	Client/ Client Rep.	Client's Project Manager	Architect	Structural Engineer	Quantity Surveyor	
1.	**Letters/Fax:**						
a.	Project Design	I	A,C	A,C	I	I	I
b.	Project Administration	I	A,C	A,C	I	I	I
c.	Project Cost Estimate/Contract Cost	I	A,C	A,C	I	I	I
2.	**Drawings**						
a.	Outline Design Drgs.	I	A,C	A,C	I	I	I
b.	Sketch Design Drgs.	I	A,C	A,C	I	I	I
c.	Final Design Drgs.	I	A,C	A,C	I	I	I
d.	Shop Drawings	I	A,C	A,C	I	I	I
e.	As Built Drgs.	I	A,C	A,C	I	I	I
3.	**Other Document**						
a.	Specification	I	A,C	A,C	I	I	I
b.	Tender Document	I	A,C	A,C	I	I	I
c.	Tender Evaluation Report	I	A,C	A,C	I	I	I
d.	Design Report	I	A,C	A,C	I	I	I
e.	Progress Report	I	A,C	A,C	I	I	I
f.	Financial Report	I	A,C	A,C	I	I	I
g.	Minutes of Meeting	I	A,C	A,C	I	I	I
h.	Inspection Report	I	A,C	A,C	I	I	I
i.	Testing & Comm. Report	I	A,C	A,C	I	I	I
j.	O & M Manual	I	A,C	A,C	I	I	I

SECTION 7

WORK AUTHORISATION

Activity \ Authorised Signatories	PD	QP	PM	AE	SS
General Correspondences with Client	✓		✓		
General Correspondences with Other Consultants	✓		✓		
M&E Cost Estimate Report	✓		✓		
M&E Design Report	✓		✓		
Check Prints			✓		
Tender Drawing Approval			✓		
Tender Specification Approval			✓		
List of Tenderers	✓		✓		
Tender Questionaires	✓		✓		
Tender Reports	✓		✓		
Draft Letter of Award	✓		✓		
Review of Contractor's Shop Drawing			✓		
Review of Contractor's Technical Submittal			✓		
Review of Contractor's Sample Submittal			✓		
Contractor's Request for Deviation			✓		
Progress Payment Valuation Form	✓		✓		
Final Account Valuation	✓		✓		
Draft Variation Order	✓		✓		
Engineer/Architect's Instruction/Direction			✓		
Site Instruction/Direction			✓		
Correspondence/Submission to Authorities		✓			

(✓*where authorised*)

Key to abbreviations:-

PD : Project Director
QP : Qualified Person
PM : Project Manager/Assistant Project Manager
AE : Assistant Engineer
SS : AEC Site Staff

SECTION 8

DESIGN INPUT & METHODOLOGY

8.1 List of Client's Standards, Reference Documents or Brief

ITEM	KEPT BY

8.2 List of Applicable Code of Practice and Regulations

Electrical Wiring	~~BS~~	SS	~~IEE~~	~~NFPA~~		
Lightning Protection System	~~BS~~	SS				
Emergency Voice Communication System	~~BS~~	SS	~~NFPA~~			
Air Conditioning & Ventilation Installation	~~BS~~	~~AS~~	~~NFPA~~	SS	~~MS~~	
Lift & Escalator Installation	~~BS~~	SS				
~~Sprinkler System~~	~~BS~~	~~SS~~	~~NFPA~~	~~AS~~	~~LPC~~	
~~Wet Riser System~~	~~BS~~	~~SS~~	~~NFPA~~	~~AS~~	~~MS~~	
Automatic Fire Alarm System	~~BS~~	SS	~~NFPA~~	~~AS~~	~~MS~~	
Sanitary System	~~BS~~	SS	~~NFPA~~	~~AS~~	~~MS~~	
Plumbing System	~~BS~~	SS	~~NFPA~~	~~AS~~	~~MS~~	
~~Town Gas/LPG Supply System~~	~~BS~~	~~SS~~	~~NFPA~~	~~AS~~		
~~Boiler and Steam Supply System~~	~~ASME~~	~~BS~~	~~AS~~			
~~Mechanical Smoke Control System~~	~~BS~~	~~NFPA~~	~~AS~~			

(Delete where necessary)

SECTION 8

DESIGN INPUT & METHODOLOGY

8.3 List of Design Guide or Handbook Used

Carrier's Handbook of Air Conditioning System Design

ASHRAE Handbooks

Institute of Plumbing's Plumbing Services Design Guide

8.4 List of Applicable Quality System Procedures

Alpha Engineering Consultant's Quality Management System Procedures

Section	Title	✓ where applicable
M1	Preparation of Consultancy Offer	✓
M2	Project Commissioning and Service Agreement	✓
M3	Design Control	✓
M4	Design Change Control	✓
M5	Tender Process and Evaluation	✓
M6	Authority Submission	✓
M7	Construction Process Control	✓
M8	Testing and Commissioning	✓
S1	Document Control	✓
S2	Documentation of Quality Management System Procedure	✓
S3	Documentation of Project Quality Plan	✓
S4	Specification Control	✓
S5	Library Control	
S6	Archive Control	
S7	Filing Control	
S8	Drawing Control	✓
S9	Administration Control	✓
S10	Purchasing Control	
S11	Training Control	
S12	Computer Control	
Q1	Quality System Audit	
Q2	Feedback Reporting	
Q3	Clients Feedback	✓
Q4	Management Review	

8.5 List of Software Used For Design/Analysis

DESCRIPTION/ PACKAGE NAME	VERSION	SUPPLIER/ SOURCE	PURPOSE	
Calculux	2.30	Philips	Lighting design	✓
Cophos	3.31	Zumtobel	Lighting design	
Carrier E20-II	3.21	Carrier	Programme for determination of heat load, duct size and its losses, etc.	✓
Gensize 2	2.1	Onan	Generator sizing	
Lift Traffic	-	Alpha Engineering	Lift traffic calculation	
Econdial	2.5	Merlin Gerlin	Design for low voltage network	
Hyena	4.00.1	ACADS-BSG	Fire Sprinkler & Hydrant Analysis	
Fault Level Calculation	-	Alpha Engineering	Calculation of voltage drop and fault level	
DACCS-PC HKG	1.14	Daikin	Heat load	✓

(✓*where applicable*)

SECTION 9

CLIENT'S REQUIREMENTS

9.1 List of Output Required by Client:-

Item	* Remarks
M&E Design Report	A,C
M&E Cost Estimate Report	A,C
Pre-Qualification of Tenderers	A,C
Tender Documents	A,C
Tender Report	A,C
Payment Valuation for QS	A,C
Certificates of Supervision for TOP/CSC	I,Re

** Remarks*

A: for approval C: for comment I: for Information Re: for record

Other purposes and for action: please specify.

9.2 Specific Procedures Required By Client *(If applicable)*

Progress Claim

a. Progress claim to be submitted by Contractors: every 15th of each month

b. Days for consultants to evaluate: 2 weeks

SECTION 10

LIST OF SUB-JOB

10.1 List of Sub-Job Numbers – NOT USED

Sub Job No	Description	Allocation Details