Alpha
Consulting Engineers Pte Ltd

PROJECT QUALITY PLAN

Proposed Erection of A 9-Storey Single-User General Industrial Factory Development with Mezzanine Workers' Dormitory and Ancillary Office on Lot 00902A MK 30 at Lorong Halus (Hougang Planning Area)

For

JUMBO Group of Restaurants Pte Ltd

Copy No.	1

Prepared By: Tung Choi Mun/Steven Cao Yang

Authorized By: Choong Choon Guan

Date: 15 January 2021

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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	6288-PQP	15 January 2021

1.2 Revision Record

Revision	Date of Issue	Section Reference	Page(s)	Remarks
0	15 January 2021	1 to 11	29	+1 page (Section 4.1 – Overall Programme)

SECTION 2

PROJECT INFORMATION

2.1 Project Description

Type of Development	Commercial – Food Factory

Statistics of Development	
Site Area, m²	6,500
Nett Floor Area, m²	36,895.8
Gross Floor Area, m²	22,750
Covered Carpark, m²	7,249.6
No. of Covered Carpark Lots	3 Heavy Vehicle Lots, 18 Rigid-Framed Vehicle Lots, 88 Car Lots
No. of Apartments/Houses	-
No. of Beds (for Hospitals)	-
No. of Guestroom (for Hotels)	-
No. of Blocks / No. of Storeys	1 Block / 9-Storey
Green Mark Category	Gold
No. of Phases	1

2.2 Project Cost

M&E Services Cost Plan (S$ x 1M)										
Services	EI	ACVI	LEI	FFAI	PSI	SPFI				
Estimate	-	-	-	-	-	-				
Awarded	-	-	-	-	-	-				

Total Project Construction Cost (S$ x1M)			
	Site Clearance	Piling Works	Main Contract
Estimate	-	-	-
Awarded	-	-	-

Site Clearance shall include earthwork, 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	✓	COLDWATER	✓	STEAM BOILER	
ESCALATOR		MECHANICAL SMOKE EXTRACT		HOSE REEL	✓	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.	✓								
FLUSH FLOOR TRUNKING									

(✓*where applicable*)

2.3.3 Submission to Relevant Authorities by Others

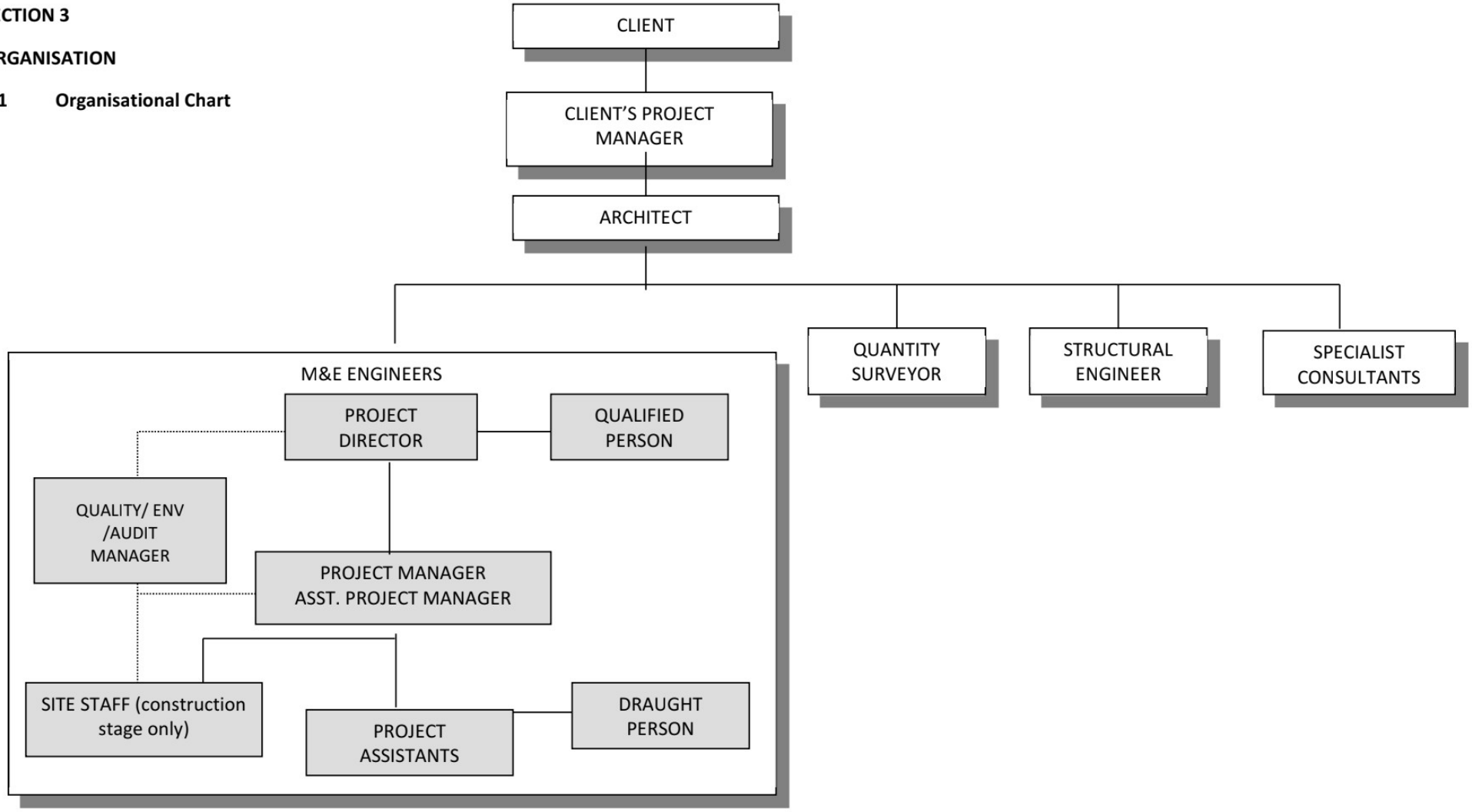
EJECTOR & DIVERTER		SUMP PUMP	✓	FUEL OIL TANK		LIFT & ESCALATOR	✓	PRESSURE VESSEL		HOISTS		FOAM	

(✓*where applicable*)

SECTION 3

ORGANISATION

3.1 Organisational Chart



SECTION 3

ORGANISATION

3.2 ACEPL's Project Team Member

TITLE		NAME
Project Director		Choong Choon Guan (CCG)
Qualified Person	Mechanical	Choong Choon Guan (CCG)
	Electrical	Loh Fook Yuen (LFY)
Project Manager		Tung Choi Mun (CM)
Assistant Project Manager		-
Project Assistant (Mech)		Tung Choi Mun (CM)
Project Assistant (Elect)		Steven Cao Yang (SCY)
Draughtsperson		Common Pool
Resident Engineer (M&E)		-
Assistant Resident Engineer (M&E)		-
Clerk-of-Work (M&E)		-

3.3 Client/Client's Representatives

Client: JUMBO Group of Restaurants Pte Ltd

Address: 4 Kaki Bukit Ave 1
#03-08 Kaki Bukit Industrial Estate
Singapore 417939

Tel: 6265 8626

Fax: 6749 4955

Client's Representatives:-

Name of Company	Contact Person	Contact
JUMBO Group of Restaurants Pte Ltd	Name: Ms. Wan Hui Min Position: Senior Manager, Corporate Strategy & Business Development	Tel: 6265 8626 Fax: 6749 4955 Handphone: 9686 6817 Email: wan.huimin@jumbogroup.com.sg
JUMBO Group of Restaurants Pte Ltd	Name: Ms. Wendy Tan Position: Chief QA & Central Kitchen Operations Officer	Tel: 6265 8626 Fax: 6749 4955 Handphone: 9798 2528 Email: wendy.tan@jumbogroup.com.sg
JUMBO Group of Restaurants Pte Ltd	Name: Mr. Janson Teh Position: Assistant Manager, Projects & Operations	Tel: 6265 8626 Fax: 6749 4955 Handphone: 9046 9720 Email: janson.teh@jumbogroup.com.sg
JUMBO Group of Restaurants Pte Ltd	Name: Mr. Teo Zi Shen Position: Operations Executive	Tel: 6265 8626 Fax: 6749 4955 Handphone: 9678 0518 Email: teo.zishen@jumbogroup.com.sg

3.4 **Other Consultants** (Local)

Function / Name of Company	Contact Person	Contact
Architect ID Architects Pte Ltd	Name: Mr. Loke Leong Seng Position: Managing Director	Tel: 6225 6011 Fax: 6225 6022 Handphone: – Email: loke_ls@idarchitects.com.sg
Quantity Surveyor WT Partnership (S) Pte Ltd	Name: Mr. Lim Swee Meng Position: Director	Tel: 6553 0822 Fax: 6553 2833 Handphone: – Email: 10048qualityroad@wtpartnership.com.sg
Structural Engineer ECAS Consultants Pte Ltd	Name: Mr. Liu Yu Jun Position: Director	Tel: 6533 6788 Fax: 6536 0229 Handphone: 9111 4758 Email: Liu_Yujun@ecas.com.sg
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:
_____	Name: Position:	Tel: Fax: Handphone: Email:

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

Function / Name of Company	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:

3.5 Contractors/Sub-Contractors – NOT APPLICABLE

Function / Name of Company	Contract *	Contact Person	Contact
Main Contractor		Name: Position:	Tel: Fax: Handphone: Email:
Air Conditioning & Ventilation Installation Sub-Contractor		Name: Position:	Tel: Fax: Handphone: Email:
Plumbing & Sanitary Installation Sub-Contractor		Name: Position:	Tel: Fax: Handphone: Email:
Electrical Installation Sub-Contractor		Name: Position:	Tel: Fax: Handphone: Email:
Lift & Escalator Installation Sub-Contractor		Name: Position:	Tel: Fax: Handphone: Email:
Fire Fighting & Alarm Installation Sub-Contractor		Name: Position:	Tel: Fax: Handphone: Email:
Swimming Pool Filtration Plant Installation Sub-Contractor		Name: Position:	Tel Fax: Handphone: Email:
Fully Automated Mechanised Carpark System (FAMCP) 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 – NOT APPLICABLE

Authorities/Department	Contact Person	Tel/Fax Nos./E-mail
SP PowerGrid:		
(a) Sub-Station		
(b) Diversion		
SP Services:		
(a) Customer Supply		
(b) Installation		
(c) Meter Section		
(d) Road Lighting		
IMDA:		
(a) StarHub		
(b) SingTel		
(c) Netlink Trust		
BCA:		
(a) Building Plan		
(b) Green Mark		
FSSD:		
(a) Building Plan		
(b) M&E Plan		
PUB (Water Supply) Network Dept:		
(a) Water Conservation		
(b) Plumbing Plan		
(c) Diversion		
(d) NEWater		
PUB Water Reclamation (Network) Dept:		
(a) Building Plan/CBPU		
(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		

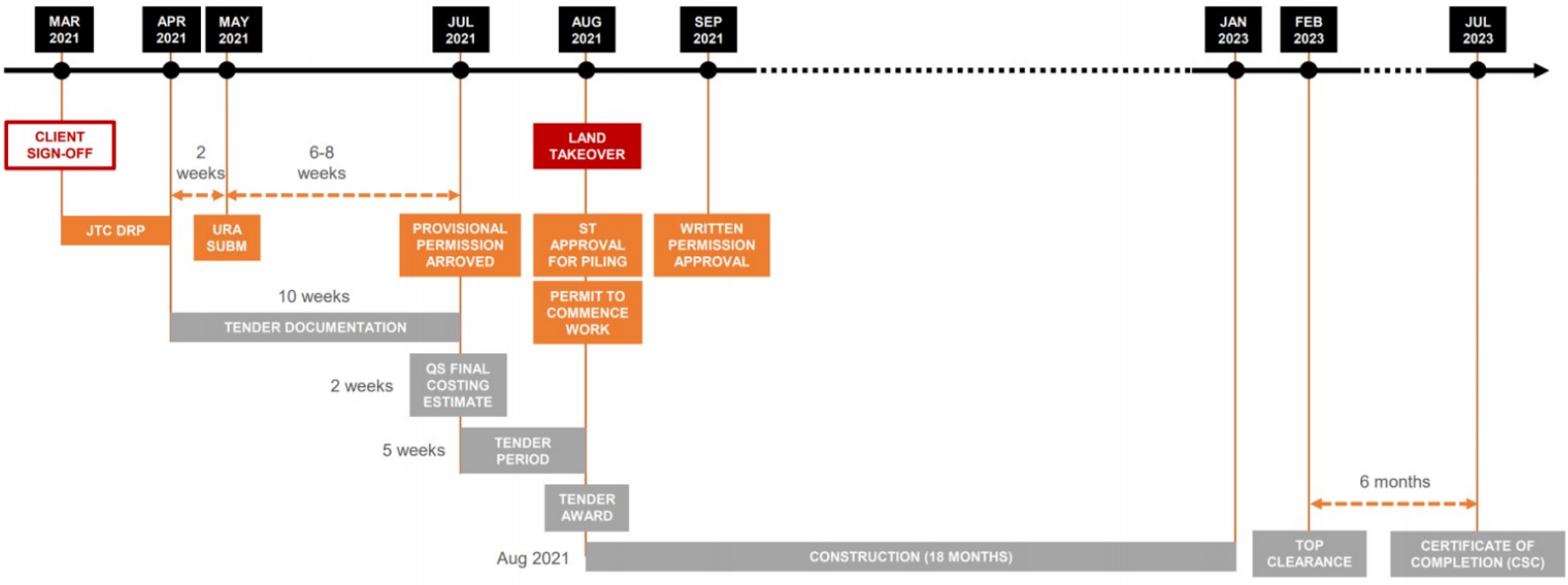
SECTION 4

PROGRAMME

4.1 Overall Programme (SEE ATTACHED MASTER 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																									

JUMBO HQ PRELIMINARY PROGRAMME



SECTION 4

PROGRAMME

4.2 Authority Submission Status for M&E Services – 1st Submission – NOT APPLICABLE

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									
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									
Emergency Voice Communication	FSSD									
Telecommunication Facilities	IMDA									
	NEA (Pollution Control)									

SECTION 4

PROGRAMME

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

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									
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									
Emergency Voice Communication	FSSD									
Telephone Installation	TFCC									
Broadband Coaxial 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:	

(✓ *where applicable*)

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	CM / SCY
Incoming Architectural Sketches / Details	CM / SCY
Incoming Structural Drawings	CM / SCY
M&E Drawings	
- Electrical Installation	SCY
- Lift & Escalator Installation	SCY
- Air Conditioning & Ventilation Installation	CM
- Fire Fighting & Alarm Installation	CM
- Plumbing & Sanitary Installation	CM
- Swimming pool and Filtration Installation	CM
Other Drawings	
- Drawings in soft copy	Server

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	Mechanical schematic design	CM	CCG	04/12/2020	
2	Electrical schematic design	SCY	GSH	04/12/2020	
3	Mechanical detail design				
4	Electrical detail design				
5	Mechanical tender documentation				
6	Electrical tender documentation				

** 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	A	-	A	I	I	
b.	Project Administration	A	-	C	I	I	
c.	Project Cost Estimate/Contract Cost	A	-	C	I	C	
2.	**Drawings**						
a.	Outline Design Drgs.	A	-	A	I	-	
b.	Sketch Design Drgs.	A	-	A	I	-	
c.	Final Design Drgs.	A	-	A	I	-	
d.	Shop Drawings	I	-	A/C	I	-	
e.	As Built Drgs.	I	-	I	I	-	
3.	**Other Document**						
a.	Specification	A	-	I	I	I	
b.	Tender Document	A	-	I	I	I	
c.	Tender Evaluation Report	A	-	I	I	I	
d.	Design Report	C	-	I	-	-	
e.	Progress Report	-	-	-	-	-	
f.	Financial Report	-	-	-	-	-	
g.	Minutes of Meeting	I	-	I	I	-	
h.	Inspection Report	I	-	I	-	-	
i.	Testing & Comm. Report	I	-	I	-	-	
j.	O & M Manual	I	-	I	-	-	

*Note: Applicable only, if the client engaged a Project Manager.

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 Questionnaires	√	√	√		
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 : ACEPL Site Staff

SECTION 8

DESIGN INPUT & METHODOLOGY

8.1 List of Client's Standards, Reference Documents or Brief – NOT APPLICABLE

ITEM	KEPT BY

8.2 List of Applicable Code of Practice and Regulations

Services	Title of Code of Practice/Standard
Electrical Wiring	SS 638 : 2018
Lightning Protection System	SS 555 : 2018
Emergency Voice Communication System	SS 546 : 2009
Telecommunication Facilities	COPIF 2018 and the COPIF Guidelines
Air Conditioning & Ventilation Installation	SS 553 : 2016
Lift & Escalator Installation	SS 550 : 2020
Sprinkler System	CP 52 : 2004
Wet Riser System	NA
Automatic Fire Alarm System	SS 645 : 2019
Sanitary System	Code of Practice on Sewerage & Sanitary Works (2nd edition, Jan 2019)
Plumbing System	SS 636 : 2018
Town Gas/LPG Supply System	SS 608 : 2015
Boiler and Steam Supply System	SS 102 : 1996
Mechanical Smoke Control System	NA

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 Pre-Consultation and Waiver – NOT APPLICABLE

S/N	Description	Date of Application	Date of Approval	Remarks
1	*Clause number in Code of Practice for (Services) which require clarification or waiver. Consultation Ref No. Waiver Ref. No.			
2	*Clause number in Code of Practice for (Services) which require clarification or waiver. Consultation Ref No. Waiver Ref. No.			
3	*Clause number in Code of Practice for (Services) which require clarification or waiver. Consultation Ref No. Waiver Ref. No.			

8.5 List of Applicable Quality System Procedures

Alpha Consulting Engineers Pte Ltd'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 & Environmental 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	
S13	Non-Conformity and Corrective Action Procedures	✓
S14	Quality & Environmental System Audit	✓
S15	Feedback Reporting	✓
S16	Clients Feedback	✓
S17	Management Review	✓
S18	Risk Identification, Assessment & Control	✓

8.6 List of Software Used For Design/Analysis

DESCRIPTION/ PACKAGE NAME	VERSION	SUPPLIER/ SOURCE	PURPOSE	
Cophos	3.31	Zumtobel	Lighting design	
Carrier E20-II	3.21	Carrier	Program for determination of heat load, duct size and its losses, etc.	✓
Gensize 2	2.1	Onan	Generator sizing	
Hyena	4.00.1	ACADS-BSG	Fire Sprinkler & Hydrant Analysis	
Dialux Evo	9.1	Freeware	Lighting design	✓
Lift Traffic	7.18	Elevate	Lift traffic calculation	✓
Fault Level Calculation	11.11	ETAP	Calculation of fault level and voltage drop	

(✓*where applicable*)

SECTION 9

ENVIRONMENTAL CONSIDERATIONS

9.1 Sustainable Design Features / Criteria

Item	Remarks
Green Mark criteria	Gold
Green Design Features	-

9.2 Site PPE Requirement

The necessary Personal Protective Equipment (detailed below) shall be provided by the main contractor/Company in accordance with the site EHS requirements prior to the site monitoring.

PPE	✓ where applicable
Safety Helmet	✓
Safety Shoes	✓
Eye Protection	-
Ear Protection	-
Safety Harness / Belt	-
Others:	-

9.3 Site Emergency Preparedness

Site staff shall comply with the site emergency preparedness and response procedure, established by the main contractor/owner, which shall include the following details.

Items	✓ where applicable
Evacuation Route	✓
Emergency Exit	✓
Assembly Point	✓
Emergency Contact List / Person	✓
Alarm system/methods	✓

SECTION 9

ENVIRONMENTAL CONSIDERATIONS

9.4 Reporting of Environmental Non-conformances

When encountering environmental non-conformances, Site Staff shall be responsible for feedback to the main contractor.

9.5 List of Applicable Environmental Management System Procedures

Alpha Consulting Engineers Pte Ltd's Environmental Management System Procedures

Section	Title	✓ where applicable
E1	Aspect / Impact Identification, Risk Assessment & Risk Control	✓
E2	Identifying Legal & Other Requirements	✓
E3	Objectives, Targets & Programmes	✓
E4	Communication	✓
E5	Emergency Preparedness & Response	✓
E6	Monitoring & Measurement	✓
E7	Control of Air & Noise Pollution	✓
E8	Management of Wastes	✓

SECTION 10

CLIENT'S REQUIREMENTS

10.1 List of Output Required by Client:-

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

** Remarks*

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

Other purposes and for action: please specify.

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

NOT APPLICABLE

SECTION 11

LIST OF SUB-JOB

11.1 List of Sub-Job Numbers – NOT APPLICABLE

Sub Job No	Description	Allocation Details