PIHAK BERKUASA PELAKSANAAN KORIDOR UTARA

About NCIA

The Northern Corridor Implementation Authority (“NCIA”) is a regional development authority responsible for establishing directions, devising policies and strategies related to socio economic development of Northern Corridor Economic region (NCER)’s programmes.

Incorporated in June 2008 under the Northern Corridor Implementation Authority Act 2008 (Act 687), NCIA’s primary mandate is to promote and accelerate development of NCER into a world-class economic region and a choice destination for investment, work and living. NCIA will continue to drive the growth of NCER towards becoming a world class economic region by 2025 by catalyzing and implementing high value-added development programmes in three key sectors namely Manufacturing, Agriculture & Bio-Industries and Services. The subsectors for Services are Tourism, Logistics and Connectivity; and Global Business Services.

PRE-QUALIFICATION NOTICE

The Qualification Exercise and criteria is divided into the following category:

<table>
<thead>
<tr>
<th>Area of Expertise (Project Management Capability)</th>
<th>Projects Involvement as Delivery Management Office (DMO)</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Business Strategy and Implementation Plan (BSIP)</td>
<td>• Infrastructure (External and Internal)</td>
</tr>
<tr>
<td>• Project Initiation</td>
<td>• Highways &amp; Bridges</td>
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<tr>
<td>• Design Management</td>
<td>• Utilities (TNB, Water Supply, Telecommunication)</td>
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<tr>
<td>• Planning &amp; Scheduling</td>
<td>• Airports and Ports</td>
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<tr>
<td>• Procurement Management</td>
<td>• Railways and Logistics</td>
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<td>• Cost and Contract Management</td>
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<tr>
<td>• Project and Construction Management</td>
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<tr>
<td>• Risk Management</td>
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<tr>
<td>• Quality and HSE Management</td>
<td></td>
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<tr>
<td>• Project Completion &amp; Hand Over</td>
<td></td>
</tr>
</tbody>
</table>

Qualified and credible companies are invited based on the quantitative and qualitative factors as listed below:

1. NCIA reserves the right to accept or reject any application or cancel the Pre-Qualification process without having to reimburse any loss or expenses incurred by any applicants. NCIA’s decision shall be final.
2. Shortlisted Applicants will be notified and invited to participate in the upcoming “Request for Proposal” RFP exercise.
3. The Company shall complete and submit the Pre-Q Forms in envelopes by the closing date and time as stated in the Notice of Pre-Qualification of Company.
4. The Pre-Qualification requirements and relevant documents can be downloaded from the MOF’s e-Perolehan website and NCIA website: www.koridorutara.com.my from 13 May 2019, Monday onwards.
5. The Company shall submit the following (stamped “Original” and “Copy”):-
   i) Pre-Qualification proposal duly filled and completed comprising of one (1) Original and one (1) Copy.
   ii) The Company shall ensure that all sets of the forms are fully and correctly completed and other particulars inserted in all the Pre-Q documents are identical.
   iii) In the event of any discrepancies between the Original form and Copies thereof, then particulars as inserted in the Original form shall prevail.
6. Any related queries can be directed to: procurement_ncia@ncer.com.my.
7. The Complete Pre-Qualification Documents and duly signed by the Applicant must be enclosed in an envelope and deposited into the Tender Box at as per below, Before 12:00pm, Monday, 27 May 2019.

The Company shall submit his forms in sealed envelopes to the address below:-

Northern Corridor Implementation Authority (NCIA)
No. 1114, Jalan Perindustrian Bukit Minyak 18
Penang Science Park,
14100 Simpang Ampat
Pulau Pinang, Malaysia
Tel :+604 - 502 0708    Fax :+604 - 502 0194

In addition to the address, the envelope is to be marked:

PRE-QUALIFICATION FOR THE APPOINTMENT OF PROJECT DELIVERY MANAGEMENT OFFICE (PDMO) FOR ALL DEVELOPMENT PROJECTS (PHYSICAL WORKS) FOR NCIA
(herein after referred to as “Services”)

(PRE-QUALIFICATION NO. : NCIA/2019/011/0015(01))
Company Name: ....................................................
Category: Project Delivery Management Office (PDMO)

**NORTHERN CORRIDOR IMPLEMENTATION AUTHORITY (NCIA)**

**PRE-QUALIFICATION**

**FOR**

THE APPOINTMENT OF PROJECT DELIVERY MANAGEMENT OFFICE (PDMO) FOR ALL DEVELOPMENT PROJECTS (PHYSICAL WORKS) FOR NCIA

PRE-Q NO: NCIA/2019/011/0015(01)

**EMPLOYER:**

NORTHERN CORRIDOR IMPLEMENTATION AUTHORITY (NCIA)
No. 1114, Jalan Perindustrian Bukit Minyak 18
Penang Science Park,
14100 Simpang Ampat
Pulau Pinang, Malaysia

**Tel:** +604 - 502 0708    **Fax:** +604 - 502 0194

MAY 2019
Pre-Qualification Form (Project Delivery Management Office - PDMO)

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1. Introduction

2. Instructions to Company

3. Declaration of Integrity Pact

4. Company Proforma & Documentary Submission
   4.1 General information
   4.2 Company Registration

5. Declaration by Company

6. Company Statement & Confirmation of Participation

7. Organizational Requirements (10%)
   7.1 Company Organization Chart (Management, Professional & Technical Staff)
   7.2 Human Resources
   7.3 Company Profile
   7.4 Manpower Capabilities & Competencies
   7.5 Financial Capabilities
   7.6 Quality Management system
   7.7 Risk Management System
   7.8 Health, Safety and Environmental System

8. Technical Requirements (90%)
   8.1 Areas of Expertise
   8.2 Scope of Consultancy Services (Primary Disciplines)
   8.3 Client Portfolios (Private and Public)
   8.4 Proposed Client, PDMO, Consultant and Contractor Relationship, including
   8.5 Line of Communication
   8.6 Types of Projects Involved
   8.7 Projects Awarded with LOAs (For The Last 5 years including projects in Northern region)
   8.8 Value of Project Awards (Previous, Current & Completed)
   8.9 Value Engineering and Value Management Experience)
   8.10 Project Management Work Procedure and Guideline
   8.11 List of Projects Completed Ahead of Time
   8.12 List of Successful Request For Proposal (RFP)
   8.13 Software and IT Capability for Projects
   8.14 Client Satisfaction Rating
   8.15 Awards and Recognitions of Projects
   8.16 Key deliverables in projects
   8.17 Value Engineering and Value Management Experience)
INTRODUCTION
1. Introduction

About NCIA
The Northern Corridor Implementation Authority (“NCIA”) is a regional development authority responsible for establishing directions, devising policies and strategies related to socio economic development of Northern Corridor Economic region (NCER)’s programmes.

Incorporated in June 2008 under the Northern Corridor Implementation Authority Act 2008 (Act 687), NCIA’s primary mandate is to promote and accelerate development of NCER into a world-class economic region and a choice destination for investment, work and living. NCIA will continue to drive the growth of NCER towards becoming a world class economic region by 2025 by catalyzing and implementing high value-added development programmes in three key sectors namely Manufacturing, Agriculture & Bio-Industries and Services. The subsectors for Services are Tourism, Logistics and Connectivity and Global Business Services.

Vision
To be world-class economic region of choice by 2025 to invest in, live in, to work, to acquire knowledge, to visit and to raise families in a safe, clean, and sustainable environment.

Mission
- To accelerate economic growth by developing core economic sectors, namely Manufacturing, Modern Agriculture and Services.
- To address socioeconomics imbalances
- To raise the capacity for knowledge and innovation
- To improve the quality of life
- To strengthen institutional and implementation capacity

Challenges faced by the States
The four states consisting of Kedah, Perlis, Perak and Pulau Pinang have experienced tremendous progress through the years. The various initiatives and programmes implemented in the Northern Corridor Economic Region (NCER) have contributed significantly towards Malaysia’s efforts in nation building. The economic investments in the region serve as catalysts for the growth of underdeveloped areas, creating job opportunities and other spillover effects.

Given the changing domestic and global economic landscape, NCER needs to ensure that its direction, strategies and initiatives are in-line with national socioeconomic development goals as well as responsive to international challenges. It is therefore necessary to revisit NCER’s progress and establish a growth trajectory in order to ensure that both translate economic wealth to the wellbeing of the rakyat.

Overview status of NCER
Since its inception in 2007, NCER has evolved progressively and consistently, in concert with the government’s effort to promote inclusive and sustainable development in the region. Blueprint 2.0 aims to continue this upward trajectory by outlining future direction and strategies to advance growth and reduce regional imbalances.
Pre-Qualification Form (Project Delivery Management Office - PDMO)

To sustain this growth momentum, the region must spearhead bold measures to pave the way for innovative and sustainable initiatives that contribute to the optimal well-being and prosperity of the rakyat.

Blueprint 2.0 is thus anchored on the theme of “Growth with Social Equity” to underpin NCER’s objective to achieve economic development, while promoting inclusiveness as the basis of its programmes towards maintaining an equitable distribution of wealth in the region. The strategies outlined here endeavor to re-engineer growth and productivity in priority sectors; strengthening infrastructure to support connectivity and growth; and address investor’s needs. By fostering talent development and improving livability in the region, NCER will continue to ensure that the people benefit in every aspect of their lives.

Projects
The NCER consists of four (4) states Kedah, Perak, Perlis and Pulau Pinang in northern Peninsular Malaysia.

NCIA has initiated several development studies namely Chuping Valley Development Study (CVIA), Kedah Science and Technology Park (KSTP), Greater Kamunting Conurbation (GKC) and Border Economic Transformation Programme (BETP). These key developmental projects are part of our strategy for growth nodes in the Northern Region.

The CVIA and KSTP studies were completed in July 2015. The GKC Blueprint has been approved and is now in the implementation phase. The BETP Study was completed in 2012 and is currently at the implementation stage.

NCIA has identified several strategic projects in its initiatives to develop the said Northern Corridor Economic Region (NCER). Under the 11th Malaysia Plan from 2016 to 2020, a total estimation of RM1.5Bil value of project has been allocated for NCIA. Among the three (3) projects identified under NCIA are as follows:

a) Kedah Rubber City (KRC) at Bukit Ketapang, Kedah;

b) Kedah Science and Technology Park (KSTP) at Bukit Kayu Hitam, Kedah; and

c) Chuping Valley Industrial Area (CVIA) at Lembah Chuping, Perlis.

These three (3) major green field projects need to be implemented during 11th Malaysia Plan period. In response to the allocation approved, NCIA needs to equip the team with the relevant skillsets and capabilities. This includes strengthening the existing team and also sourcing from industry by way of collaboration and partnering.

As we are entering the implementation phase of these developments, a full time Project Management Delivery Office (PDMO) is required to ensure smooth implementation of projects.

The Project Management Delivery Office will be the front liners in managing key development projects.
Pre-Qualification Form (Project Delivery Management Office - PDMO)

INSTRUCTIONS TO COMPANY
2. Instructions to Applicants

The Northern Corridor Implementation Authority (hereinafter called “NCIA”) is an authority established pursuant to the Act 2008 (Act 687) to implement the Northern Corridor Economic Region (NCER) Blueprint 2.0. The main objective of the NCER Blueprint 2.0 is to accelerate the growth of the NCER in a viable, equitable and sustainable manner. This is undertaken via various programs and projects to raise incomes and reduce poverty by expanding employment prospects through the introduction of high impact, catalytic projects to spur development in the region.

1. The invited Company should completely fill all the requested information included in the Prequalification form.
2. The data provided by the Company should be listed in the same order as requested in the Prequalification form.
3. The Prequalification form should be stamped and signed by a legally authorized representative of the Company.
4. The Company should ensure that all the information provided is correct, readable with full clarification (if needed).
5. Attachments could be added to any page where more space is required.
6. Invited Company should support their provided information by copies of the relevant documents and references e.g. letter of awards, certificates etc.

7. Submission of Pre-Q Documents

The Company should adhere with the following Pre-Qualification Submission Structure & Checklist:

<table>
<thead>
<tr>
<th>SECTION A</th>
<th>MANDATORY</th>
<th>Please Tick</th>
</tr>
</thead>
<tbody>
<tr>
<td>-</td>
<td>Pre-Qualification Submission Checklist</td>
<td></td>
</tr>
<tr>
<td>Sub Section 3</td>
<td>Declaration of Integrity Pact</td>
<td></td>
</tr>
</tbody>
</table>
| Sub Section 4 | Company Proforma & Documentary Submission  
General information  
Company Registration |             |
| Sub Section 5 | Declaration by Company  
• Declaration of Bankruptcy  
• Declaration of Conflict of Interest |             |
<table>
<thead>
<tr>
<th>Sub Section 6</th>
<th>Company Statement &amp; Confirmation of Participation</th>
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<tbody>
<tr>
<td><strong>SECTION B</strong></td>
<td><strong>ORGANIZATIONAL</strong></td>
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<tr>
<td>Sub Section 7</td>
<td></td>
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<tr>
<td>7.1 Company Organization Chart (Management, Professional &amp; Technical Staff)</td>
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<td>7.2 Human Resources</td>
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<tr>
<td>7.3 Company Profile</td>
<td></td>
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<tr>
<td><strong>SECTION C</strong></td>
<td><strong>TECHNICAL</strong></td>
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<tr>
<td>Sub Section 8</td>
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<tr>
<td>8.1 Areas of Expertise</td>
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<td>8.2 Scope of Consultancy Services (Primary Disciplines)</td>
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<td></td>
</tr>
<tr>
<td>8.17 Value Engineering and Value Management Experience</td>
<td></td>
</tr>
</tbody>
</table>

**Note:** This paragraph shall read in conjunction with the Instructions to Company, Pre-Qualification Submission Checklist and any other part/section of this Pre-Qualification document for completeness of submission of Pre-Qualification Form.
7.1 Invited Company should deliver a sealed envelope marked “NCIA – PROJECT DELIVERY MANAGEMENT OFFICE (PDMO)” Prequalification.

7.2 The Company shall complete and submit the Pre-Q Forms in envelopes by the closing date and time as stated in the Notice of Pre-Qualification of Company.

7.3 The Pre-Qualification requirements and relevant documents can be downloaded from the MOF’s e-Perolehan website and NCIA website: www.koridorutara.com.my from 13 May 2019, Monday, 12 pm onwards

7.4 The Company shall submit the following (stamped “Original” and “Copy”):

7.3.1 Pre-Qualification proposal duly filled and completed comprising of one (1) Original and one (1) Copy.

7.5 The Company shall ensure that all sets of the forms are fully and correctly completed and other particulars inserted in all the Pre-Q documents are identical.

7.6 In the event of any discrepancies between the Original form and Copies thereof, then particulars as inserted in the Original form shall prevail.

7.7 The Company shall submit his forms in sealed envelopes to the address below:–.

Northern Corridor Implementation Authority (NCIA)
No. 1114, Jalan Perindustrian Bukit Minyak 18
Penang Science Park,
14100 Simpang Ampat
Pulau Pinang, Malaysia
Tel : +604 - 502 0708 Fax : +604 - 502 0194

7.8 In addition to the address, the envelope is to be marked:

PRE-QUALIFICATION FOR THE APPOINTMENT OF PROJECT DELIVERY MANAGEMENT OFFICE (PDMO) FOR ALL DEVELOPMENT PROJECTS (PHYSICAL WORKS) FOR NCIA
(Herein after referred to as “Services”)

(PRE-QUALIFICATION NO. : NCIA/2019/011/0015(01)

8.0 Clarifications

8.1 If the Company is in doubt as to the true meaning of any part of the Pre-Q Documents, he should at once notify and request clarification in writing before submitting the Forms. Any request for clarification must reach NCIA not later than three (3) days before the closing date for the submission of Forms. The request should be addressed to:
Pre-Qualification Form (Project Delivery Management Office - PDMO)

Tender Secretary
Northern Corridor Implementation Authority (NCIA)
No. 1114, Jalan Perindustrian Bukit Minyak 18
Penang Science Park,
14100 Simpang Ampat
Pulau Pinang, Malaysia
Tel No.: +604 - 502 0708
Fax No.: +604 - 502 0194
E-mail : procurement_ncia@ncer.com.my

8.2 Except in so far as is expressly indicated in writing by NCIA neither the Company or any agent or servant in their employment has the authority to make any representations or explanations to the Company as to the meaning of the Pre-Q Documents or other documents or as to anything to be done or not to be done by the Company.

8.3 NCIA shall not entertain any oral requests made by the Company for any clarification/information and shall not be responsible for such clarification/information given by NCIA or its representatives in response to such oral request.

8.4 All submission pursuant to this Pre-Q Document shall take into account all written clarifications made by NCIA. It is the responsibility of the Company to ensure that his proposal includes all obligations as stipulated in the Pre-Q Document.

8.5 NCIA shall not be responsible for any delay arising out of the above which may result in the Company’s inability to meet the deadline for the submission of the Pre-Q Document.

9.0 Expenses Incurred in Pre-Q Document Submission

9.1 NCIA will not reimburse any expenses incurred by the Company in the preparation and submission of the Pre-Q Document.

10.0 Tentative Pre-Qualification Schedule

10.1 The Tentative Tender Schedule is as follows:-

<table>
<thead>
<tr>
<th>No.</th>
<th>Activity</th>
<th>Tentative Date</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Pre-Qualification Tender Advertisement (E-Perolehan MOF &amp; NCIA Website)</td>
<td>13 to 16 May 2019 (Monday to Thursday)</td>
<td>4 Days</td>
</tr>
<tr>
<td>2</td>
<td>Company Submission of Pre-Qualification Form</td>
<td>23 May 2019 (Thursday)</td>
<td>7 Days</td>
</tr>
<tr>
<td>3</td>
<td>Pre-Qualification Evaluation &amp; Selection of Company for &quot;Request For Proposal (RFP)&quot;</td>
<td>28 May 2019 (Tuesday)</td>
<td>5 Days</td>
</tr>
<tr>
<td>4</td>
<td>Presentation of Pre-Qualification Evaluation Report to Tender Review Committee</td>
<td>30 and 31 May 2019 (Thursday &amp; Friday)</td>
<td>2 Days</td>
</tr>
</tbody>
</table>

Pre-Qualification Form NCIA May 2019
SECTION A (MANDATORY)

SUB SECTION 3

DECLARATION OF INTEGRITY PACT
3. Declaration of Integrity Pact

INTEGRITY PACT
CONSULTANT’S DECLARATION
For
PRE-QUALIFICATION FOR THE APPOINTMENT OF PROJECT DELIVERY MANAGEMENT OFFICE (PDMO) FOR ALL DEVELOPMENT PROJECTS (PHYSICAL WORKS) FOR NCIA (herein after referred to as “Services”)

(PRE-QUALIFICATION NO. : NCIA/2019/011/0015(01)

1. I, (Name of Representative) ................................................................. NRIC. No. ................................. representing ................................................................. (Name of Company) with registration number no (MOF/ROS/ROC/ROB) .............................................. hereby declare that I, or any individual(s) representing this company, shall not offer or give bribes to any individual(s) in the Northern Corridor Implementation Authority or any other individual(s), as a gratification for being selected in the aforementioned tender / quotation*. I attach herewith a Letter of Authorisation which empowers me, as a representative of the aforementioned company, to make this declaration.

2. If I, or any individual(s) representing this company, is offering or giving any bribes to any individual(s) in the Northern Corridor Implementation Authority or any other individual(s) as a gratification for being selected in the aforementioned tender/quotation*, I hereby agree, as a representative of the aforementioned company, for the following actions to be taken:
   2.1 Revocation of the contract offer for the aforementioned tender/quotation*; or
   2.2 Termination of the contract for the aforementioned tender/quotation*; and
   2.3 Other disciplinary actions according to the Government procurement rules and regulations currently in force

3. In the event where there is any individual(s) who attempts to solicit any bribe from me or any individual(s) related to this company as a gratification for being selected for the aforementioned tender/quotation*, I hereby pledge to immediately report such act(s) to the Malaysian Anti-Corruption Commission (MACC)’s office or at the nearest police station.

Sincerely,

.................................................................

Name:
NRIC No.:
Company’s Stamp:

Note:  
   i) * Delete whichever not applicable.
   ii) This declaration is to be submitted together with Letter of Authorisation
SECTION A (MANDATORY)

SUB SECTION 4

COMPANY PROFORMA & DOCUMENTARY SUBMISSION
4. Company Proforma & Documentary Submission

4.1 General Information
4.2 Company Registration

COMPANY’S PROFORMA & DOCUMENTARY SUBMISSION

1.0 GENERAL

1.1 Name of Firm/Company: ...................................................................................................................

ROC/SSM Registration No.: ................................................................................................................

Address: ........................................................................................................................................

..................................................................................................................................................

..................................................................................................................................................

..................................................................................................................................................

Tel. No.: ........................................ Fax No.: .................................................................

Website Address: ........................................ e-mail Address: .............................................

Commencement Date: ........................................

1.2 Name & Address of Parent/Subsidiaries Company

a) Parent Company

Address: ........................................................................................................................................

..................................................................................................................................................

........................................ Fax No.: .................................................................

Commencement Date: .........................

b) Subsidiaries Company

Address: ........................................................................................................................................

..................................................................................................................................................

........................................ Fax No.: .................................................................

Commencement Date: .........................

(**Attach additional paper if necessary)
Pre-Qualification Form (Project Delivery Office - PDMO)

1.3 Company Secretary

1) Name of Firm/Company (If applicable)

2) Appointed Secretary 1
   Registration No.:

3) Appointed Secretary 2 (if any)
   Registration No.:

1.4* Shareholding

Bumiputera : %
Non-Bumiputera : %

% ===========

<table>
<thead>
<tr>
<th>No.</th>
<th>Name of Shareholders/Directors</th>
<th>Bumí/Non-</th>
<th>% Share Held</th>
</tr>
</thead>
</table>

1.5 Registration with Professional Governing Bodies, Ministry of Finance (MoF), Others

<table>
<thead>
<tr>
<th>Class of Registration</th>
<th>Head</th>
<th>Sub-Head</th>
</tr>
</thead>
</table>

Please enclose valid Registration Certificates issued by Professional Governing Bodies, MoF, ROS/ROC/ROB (Which Applicable). Forms required among others Form 9, 49, 24 etc.
SECTION A (MANDATORY)

SUBSECTION 5

DECLARATION BY COMPANY

• Declaration of Bankruptcy
• Declaration of Conflict of Interest
5. Declaration by Company (Conflict of Interest)

PRE-QUALIFICATION FOR THE APPOINTMENT OF PROJECT DELIVERY MANAGEMENT OFFICE (PDMO) FOR ALL DEVELOPMENT PROJECTS (PHYSICAL WORKS) FOR NCIA

(PRE-QUALIFICATION NO. : NCIA/2019/011/0015(01)

Terms:

1. Company must complete and sign this Declaration and thereafter submit it as part of Applicant’s Pre-Qualification Form Documents.

2. Company must fully disclose any conflict of interest or potential conflict of interest involving this pre-qualification. If there are any changes to the content of this Declaration after submission, the Company must declare as soon as the conflict or potential conflict becomes apparent.

3. The Employer reserves its rights to determine the appropriate course of action (i) with regards to any actual conflict or potential conflicts of interest; or (ii) if this Declaration is found to be false, whether or not it causes damage to the Company. The decision of the Employer in respect the pre-qualification will be final and binding.

Note: A conflict of interest may include any factors, whether arising through personal interest, current or prospective contractual obligations or any other activities which could prejudice the Employer and its employees, and/or the provisions of the works/service required under the Tender.

**DECLARATION**

<table>
<thead>
<tr>
<th>QUESTIONS</th>
<th>YES</th>
<th>NO</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Are you aware of any other company(ies) participating in this Pre-Qualification that enlist you as the owner/director/shareholder OR any other participating company’s(ies’) owners/ directors/ shareholders who are related to you in any way whatsoever including familial relationship? (reference is made to the Pre-Qualification Notice)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>If YES, please provide the details below:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>i) NCIA’s/ Employer’s written approval Ref: ___________ dated ___________</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ii) Other company and/or company ownership/directorship/shareholding details:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Company Name: ___________________________</td>
<td></td>
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</tr>
<tr>
<td>Company’s connection: owner/director/shareholder ___________ % (*)</td>
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<tr>
<td>(*) strike-through where not applicable</td>
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<tr>
<td><strong>AND/OR</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Familial relationship of the company’s(ies’) owners/directors/shareholders with</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Company’s Description of family member(s): ___________________________</td>
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</tbody>
</table>

Pre-Qualification Form NCIA May 2019
2. Do you/your staff have any direct or indirect connection, associates or family relationship with the Employer and/or any of the Employer’s staff?  
   If YES, please provide the details below:  

<p>| | |</p>
<table>
<thead>
<tr>
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<th></th>
</tr>
</thead>
</table>

3. Are you aware of any conflict of interest which might have an impact on your/your company ability to offer and/or deliver the services/works to the Employer in respect of the Pre-Qualification?  
   If YES, please provide the details below:  

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
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</thead>
</table>

We hereby declare that the above is accurate and complete based on my/our knowledge. I/We undertake to inform the Employer of any changes to this Declaration or of any other conflicts or potential conflict of interest which may arise during Pre-Qualification Process.  

I/We hereby agree and accept that the Employer may take appropriate course of actions at its sole and absolute discretion, in relation to conflict of interest that exist or if this Declaration is found to be false. Such course of action may include but not limited to my/our company be excluded from this Pre-Qualification Process, or from any other or future tender exercises or contract made by the Employer. I/We hereby agree that the Employer shall not be liable for any losses, claims, costs and expenses of whatsoever nature, suffered and incurred by me/us as a result of any action taken by the Employer in relation to such conflict of interest and this Declaration.

Signature:          Company's Stamp

..............................................................

Name:  
Date:  
Position:  

Pre-Qualification Form NCIA May 2019
SECTION A (MANDATORY)

SUB SECTION 6

COMPANY STATEMENT

- Confirmation of Participation
6. Company Statement and Confirmation of Participation

We hereby confirm that the above information is correct and that we have no objection to any of our previous employers / suppliers being contacted in connection with our trade standing or credit worthiness.

We hereby confirm our participation on the following:

PRE-QUALIFICATION FOR THE APPOINTMENT OF PROJECT DELIVERY MANAGEMENT OFFICE (PDMO) FOR ALL DEVELOPMENT PROJECTS (PHYSICAL WORKS) FOR NCIA (herein after referred to as “Services”)

(PRE-QUALIFICATION NO. : NCIA/2019/011/0015(01))

Name       :

Signature  :

Position   :

Date       :

Pre-Qualification Form NCIA May 2019
Company’s Statement to be written on Company’s Letter Head

It is understood and agreed upon that the information submitted is to be used by Northern Corridor Implementation Authority (NCIA) in determining, -according to their sole judgment and discretion- the qualifications of prospective Company to perform works as described above. In consideration of being permitted to submit his qualifications as a prospective Company for review, the undersigned waives any claim against NCIA that might arise with respect to decision as to prospective Company's qualifications. It is understood that the decision of the NCIA with respect to the qualifications of any prospective Company is final and not subject to appeal of any kind.

A prospective Company will not be considered qualified by the NCIA unless he possesses high reputation, ability, experience and fulfilling criteria sufficient in the judgment by the NCIA to render it probable that he can satisfactorily execute the works, should it be awarded to him, and meet his obligations therein incurred.

The signing by the undersigned of his attached form in duplicate guarantees as evidenced by the sworn affidavit required herein, the truth and accuracy of all statements and of all answers to the interrogatories hereinafter made.

The undersigned hereby authorize(s) and request(s) any public official engineer, architect, surety company, bank, depository, material or equipment manufacturer or distributor or any other person, firm or corporation to furnish any pertinent information, requested by the NCIA deemed necessary to verify the information and assurances provided by the undersigned herein, or regarding his competence and general reputation.

The undersigned understood and agrees that further qualifying information may be requested, and agrees to furnish, any such information at the request of the NCIA. Failure to complete this form adequately may result in disqualification.

Dated at........................................this day of

(NAME OF ORGANIZATION)

Signed by:
..............................................................

Title:
..............................................................

Stamp:..............................................................

Pre-Qualification Form NCIA May 2019
SECTION B (ORGANIZATIONAL)

SUB SECTION 7
7. Organizational

7.1 Company Organization Chart (Management, Professional & Technical Staff)

7.1.1 Please provide the Company Organization Chart “Appendix A”

7.2 Human Resources

7.2.1 Please fill in the following Table:

<table>
<thead>
<tr>
<th></th>
<th>Company Type</th>
<th>Corporation</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Partnership</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Proprietorship</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Joint Venture</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Others</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>Number of Staff</th>
<th>Management</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Technical</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Administrative</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Total</td>
</tr>
</tbody>
</table>

Pre-Qualification Form NCIA May 2019
7.2.2 Please list the details for Architects, Professional Engineers (C&S, M&E, etc) Project Management Professionals (PMP), Design Engineers, Project Engineers, Quantity Surveyors, Cost and Contract Managers, Schedulers, Surveyor and Key Personnel with Project Experience of at least three (3) projects in the following table:

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Client</th>
<th>Contractor</th>
<th>Year</th>
<th>Scope of Services</th>
<th>Value of Project</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Project Management</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Construction Management</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Post Construction</td>
<td></td>
</tr>
</tbody>
</table>

Project 1:
Name:

Project 2:
Name:

Project 3:
Name:

Please provide the CVs for all listed names “Appendix B”
Pre-Qualification Form (Project Delivery Management Office - PDMO)

7.3 Company Profile

Please provide the Company corporate profile “Appendix C”

7.4 Manpower Capabilities & Competencies

Please provide Manpower Capabilities and Competencies Certification for all relevant key personnel as per Item 7.2.2 “Appendix D”

7.5 Financial

7.5.2 Please Provide the total annual value in the last 3 years for Project Management projects listed

Projects in the following table:

<table>
<thead>
<tr>
<th>Year</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>2017/2018</td>
<td></td>
</tr>
<tr>
<td>2016/2017</td>
<td></td>
</tr>
<tr>
<td>2015/2016</td>
<td></td>
</tr>
</tbody>
</table>

7.5.3 Please Provide the total annual value in the last 3 years for Construction Management projects listed

Projects in the following table:

<table>
<thead>
<tr>
<th>Year</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>2017/2018</td>
<td></td>
</tr>
<tr>
<td>2016/2017</td>
<td></td>
</tr>
<tr>
<td>2015/2016</td>
<td></td>
</tr>
</tbody>
</table>

7.6 Quality Management System (QMS)

1. Please provide a copy of your Quality policy statement, Quality Plan, Manual & Procedures including quality management system. “Appendix E”
Pre-Qualification Form (Project Delivery Management Office - PDMO)

7.7 Risk Management System
   1. Please provide a copy of your risk management system for projects, risk process & procedures and a sample of your risk analysis and mitigation plan. “Appendix F”

7.8 Safety, Health and Environmental (SHE) Management System
   2. Please provide a copy of your Safety, Health & Environmental Policy Statement, Plan, and Manual & Procedures including HSEMS management System. “Appendix G”
Pre-Qualification Form (Project Delivery Management Office - PDMO)

SECTION B (TECHNICAL)

SUB SECTION 8

ORGANIZATIONAL
8. Technical Requirements

8.1 Areas of Expertise

Please Specify and Explain the Company Area of Expertise as per Table Below

<table>
<thead>
<tr>
<th>Areas of Expertise</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Initiation</td>
</tr>
<tr>
<td>Design Management Expertise</td>
</tr>
<tr>
<td>Planning &amp; Scheduling Expertise</td>
</tr>
<tr>
<td>Procurement Management Expertise</td>
</tr>
<tr>
<td>Cost and Contract Management Expertise</td>
</tr>
<tr>
<td>Project and Construction Management Expertise</td>
</tr>
<tr>
<td>Risk Management Expertise</td>
</tr>
<tr>
<td>Quality and HSE Management Expertise</td>
</tr>
<tr>
<td>Project Completion &amp; Hand Over Expertise</td>
</tr>
</tbody>
</table>

8.2 Scope of Consultancy Services (Primary Disciplines)

Please Specify the Company Consultancy Services as per Table Below

**Experience in Appointing and Managing:**

- Experience in Managing Appointment of Town Planner
- Experience in Managing Appointment of Civil & Structural
- Experience in Managing Appointment of Architect
- Experience in Managing Appointment of Mechanical and Electrical (M&E) Engineer
- Experience in Managing Appointment of Quantity Surveyor (QS)
- Experience in Managing Appointment of Landscape Architect
- Experience in Managing Appointment of Land Surveyor
- Experience in Managing Appointment of Traffic Consultant
- Experience in Managing Appointment of Environmental Consultant

**Experience in managing the following Scope of Services Rendered:**

i. To prepare master project implementation plan including all submission to relevant Authorities and utilities connection

ii. To prepare the layout plan including submissions (i.e. Laporan Cadangan Pemajuan (LCP), Traffic Study, Earthwork and Infrastructure, and Landscape) to relevant Authorities and to secure approval.

iii. To carry out survey audit of the Contractor’s survey setting out.

iv. To provide document for procurement and appointment of Soil Investigation (SI) Contractor including Terms of Reference, Bills of Quantities, and Specifications etc

v. To supervise and monitor the Soil Investigation (SI) Works

vi. To carry out a detailed concept and layout plan, complete with supporting amenities in coordination with other supporting consultants
8.3 Client Portfolios (Private and Public)

Please Specify the Company Client Portfolio as per Table Below

<table>
<thead>
<tr>
<th>Private Sectors</th>
</tr>
</thead>
<tbody>
<tr>
<td>Public Sectors</td>
</tr>
<tr>
<td>Developers</td>
</tr>
<tr>
<td>Manufacturers, (Factories, SMEs, etc)</td>
</tr>
<tr>
<td>Halal Parks</td>
</tr>
<tr>
<td>Green Technology (Solar Power Project, Land fill, etc)</td>
</tr>
<tr>
<td>Pharmaceuticals</td>
</tr>
<tr>
<td>Water Supply and Elevated Water Tanks</td>
</tr>
</tbody>
</table>

8.4 Proposed Client, PDMO, Consultant and Contractor Relationship, including Line of Communication

Please provide a copy of your proposed Client, PDMO, Consultant and Contractor relationship chart. “Appendix H”
### Pre-Qualification Form (Project Delivery Management Office - PDMO)

8.5 Types of Projects Involved & Projects Awarded with LOAs (For the Last 5 years including projects Northern region) & Value of Project Awards (Previous, Current & Completed) & List of Projects Completed Ahead of Time.

- It is mandatory to attach the relevant documents to each project
  - e.g. letters of award, certificates ...etc. (Appendix I)

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Location</th>
<th>Value of Work</th>
<th>Scope of services</th>
<th>Start Date</th>
<th>Finish Date</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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<td>PMC</td>
<td>Design</td>
<td>CM</td>
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</tbody>
</table>

Total value of works = ()

Pre-Qualification Form NCIA May 2019
8.6 Value Engineering and Value Management Experience

Please Specify the VE/VM conducted for Client as per Table Below

<table>
<thead>
<tr>
<th>Value Engineering and Value Management</th>
<th>Conducted more than 3 to 6 times for every project involved</th>
</tr>
</thead>
<tbody>
<tr>
<td>Value of VE/VM above 5% of the Contract Sum</td>
<td></td>
</tr>
</tbody>
</table>

8.7 Project Management Work Procedure and Guideline

Please provide a copy of Company proposed on Project Management Work Procedure and Guideline (Appendix J)

8.8 List of Successful Request For Proposal (RFP)

To list successful projects for RFP (Name, Numbers, Project Value, Type etc) (Appendix K)

8.9 Software and IT Capability for Projects

To list Engineering Software, Project Management Tools and IT Capability to plan, execute and monitor projects (Appendix L)

8.10 Client Satisfaction Rating

Please provide a copy of Company Client Satisfaction Sheet as per the Client or company rating system (Appendix M)

Sample:

<table>
<thead>
<tr>
<th>Rating</th>
<th>Sample</th>
</tr>
</thead>
<tbody>
<tr>
<td>Excellent</td>
<td>Above 90% / Rating &gt; 5</td>
</tr>
<tr>
<td>Very Good</td>
<td>Above 80% to 89% / Rating &gt; 4</td>
</tr>
<tr>
<td>Good</td>
<td>Above 70% to 79% / Rating &gt; 3</td>
</tr>
</tbody>
</table>

8.11 Awards and Recognitions of Projects

To list projects being awarded and recognised by Authorities, Client, Industry, Institutions, Boards, Councils, etc (provide Certificate of recognition or Letter of recognition) (Appendix N)

8.12 Key deliverables in projects

To specify key deliverables for projects involved (Appendix O)
Appendix A, “Company Organization Chart”
Appendix B “Curriculum Vitae for All key Personnel”
Appendix C “Company Corporate Profile“
Appendix D “Manpower Capabilities and Competencies Certificates“
Appendix E “Company quality policy statement, Quality Plan, manual & Procedure including Quality Management System”
Appendix F “Company Risk Management System for Projects, Risk Process and Procedure and Sample of Risk Analysis and Mitigation Plan”
Appendix G “Safety, Health & Environmental Policy Statement, Plan, and Manual & Procedures including HSEMS management System”
Appendix H “Proposed Client, PDMO, Consultant and Contractor relationship Chart”
Pre-Qualification Form (Project Delivery Management Office - PDMO)

Appendix I “Relevant documents to each project
e.g. letters of award, certificates …etc”
Appendix K “List successful projects for RFP (Name, Numbers, Project Value, Type etc)“
Appendix L “List Engineering Software, Project Management Tools and IT Capability to plan, execute and monitor projects”
Appendix M “Copy of Company Client Satisfaction Sheet as per the Client or company rating system”
Appendix M “Copy of Company Client Satisfaction Sheet as per the Client or company rating system”
Appendix N “List projects being awarded and recognised by Authorities, Client, Industry, Institutions, Boards, Councils, etc (provide Certificate of recognition or Letter of recognition)”
Appendix O “Key deliverables for projects involved”