

Building the Future



وزارة الأشغال  
Ministry of Works

**MINISTRY OF WORKS  
SANITARY ENGINEERING**

**LUWZI TRANSITORY WASTEWATER  
TREATMENT PLANT**

**PRE-QUALIFICATION DOCUMENT**

**September 2012**

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**Prequalification Form for Contractors – A**

Name and address of the Contractor

Name of the Employer

Sanitary Engineering Affairs, Ministry of Works, P.O  
Box 5, Manama, Kingdom of Bahrain

Title of the Project

Luwzi Transitory Wastewater Treatment Plant

Description of the Project

The site for the project is adjacent to Luwzi Lake, close to Hamad Town in the Kingdom of Bahrain. The project will be procured on a Design, Build, Operate (DBO) basis, and will include the following main components:

- A Pumping Station to divert up to 20,000m<sup>3</sup>/day from an existing pumping station to the proposed treatment plant. The proposed pumping station will be constructed close to the existing live pumping station
- A rising main with capacity of 20,000m<sup>3</sup>/day to convey sewage from the proposed pumping station to the proposed treatment plant.
- A Transitory Wastewater Treatment Plant to treat up to 20,000m<sup>3</sup>/day to Ministry of Works standards for Treated Sewage Effluent (TSE) the treatment plant design will be suitable for development up to ultimate capacity on a modular basis.
- The Operation & Maintenance (O&M) of the above elements of the project for a period of 2 years from the Date of Completion of the Design Build (DB) works. This will include the delivering of TSE into the existing network. Sludges generated by the plant will also be managed by the contractor during the 2 year O & M period. The 2 year-period may be extended in increments of 6 months or 1 year as may be decided at that time.

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Name of the Engineer

Jennings O' Donovan & Partners Ltd, Consulting  
Engineers, Suite 53, Jawhara Plaza, Bldg. 2373,  
Road 2831, Block 428, Seef. P.O.Box 76064,  
Kingdom of Bahrain

Date

**Prequalification Form for Contractors – B**

Project *Luwzi Transitory Wastewater Treatment Plant*

Applicant

**Note to Applicants**

1. Please answer all questions and provide information as requested.
2. Supplementary pages may be photocopied or copied and inserted if required.
3. Please number each page in the space provided at the top of each page.
4. Please retain a copy of your complete submission.
5. If a joint venture is proposed, all companies are to respond to all questions.
6. Project financial data is to be given in BHD (Bahrain Dinars) unless otherwise requested.
7. Do not send originals of any documents, Enclose copies only.
8. This form must be completed in the English language, Documents which are not in English must be accompanied by an English translation certified by an independent translator
9. Please ensure that the Declaration at the end of this document is signed. The provision of false or misleading information will result in your application being rejected
10. Current indicative timescale for the project is as follows:

Out to Tender:	January 2013
Return of Tender :	March 2013
Commencement Date:	May 2013
Completion of DB Works:	May 2014
Completion of O&M phase:	May 2016
11. Pre-qualification works should comply with the Legislative Decree No. 36 and 37 of 2002 with respect to Regulating Government Tenders and Purchases, and also to comply with the Prime Minister's Resolution No. 21 for 1987 giving priority to National Products and products of National Origin.
12. If the Applicant is a Bahraini resident he shall provide his address in Bahrain. If the Applicant is a foreigner to Bahrain he shall appoint a Bahraini agent in Bahrain and shall submit in respect of his Bahraini agent the items mentioned below. All notices and correspondence sent to the address in Bahrain of the Bahraini agent shall be deemed to be validly served on the Applicant. Every

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Bahraini Applicant whether an individual or corporation shall submit proof of the following requirements with his Expression of Interest. Items a) and b) below shall apply also to the Bahraini sponsors of non-Bahraini individuals or establishments:

- a) A copy of the commercial registration certified by the Ministry of Industry and Commerce in addition to a copy of the receipt for payment of commercial registration fees for the year in which the Expression of Interest is submitted;
  - b) An official proof that the tendering entity is owned by or is sponsored by or has a Bahraini partner among its partners or has an agent, whether an individual or company, in the Kingdom of Bahrain;
13. Applicants shall submit a copy of the Memorandum of Association and a copy of the Firm Organization Chart.
14. Queries shall be address to Mr. Zaid El Keilani, Engineering Program Specialist, Sanitary Engineering Planning & Projects (SEPPD), email: [ZaidMSZ@works.gov.bh](mailto:ZaidMSZ@works.gov.bh)  
The last date for receipt of queries shall be 14 calendar days prior to the Closing Time
15. The Pre-Qualification Applications must be deposited in the box provided on the Tender Boards Offices at 7<sup>th</sup> Floor, Al-Moayyed Tower, Seef Area
16. The Closing Time of the submission shall be on Wednesday, 2/1/2013 and the Opening Time shall be on Thursday, 3/1/2013.

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**Prequalification Form for Contractors – C**

Project *Luwzi Transitory Wastewater Treatment Plant*

Company

Joint Venture

If the company intends to enter into a joint venture for the project, please give the following information otherwise state "not applicable"

1. Names and addresses of joint Venture partners
  
2. Name of company leading the joint venture
  
3. Name and address of bankers to The joint venture
  
4. Provide evidence of capacity to provide bond for this project

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**Standard Prequalification Form for Contractors – D**

Project *Luwzi Transitory Wastewater Treatment Plant*

Company

**Financial Statement**

1. Capital

Authorised

Issued

2. Annual value of contract work undertaken for each of the last five (5) years and projected for the current year

Year	Current
Home	
Abroad	

3. Approximate value of work in hand

4. Please attach copies of the company's previous five (5) years' audited accounts (profit/loss, assets/liabilities) and other financial data which you consider to be useful. List all attachments below

5. Name and address of bankers from whom references can be obtained



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## Prequalification Form for Contractors – E

Project *Luwzi Transitory Wastewater Treatment Plant*

Company

### Structure and Organisation 1

1. Name of company  
Address  
Telephone number  
Telefax number  
E-mail  
Web site  
Registered office address  
Commercial Registration No. (attach copy)
2. Description of company (for example. General Civil Engineering Contractor)
3. Number of years experience as a general contractor
  - In Bahrain
  - In Gulf States
  - Internationally
4. Number of years experience as a Sub-contractor
  - In Bahrain
  - In Gulf States
  - Internationally
5. Names and addresses of associated companies to be involved in the project, and whether parent/subsidiary/other
6. If the company is a subsidiary, what involvement, if any, will the parent company have in the project?



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**Prequalification Form for Contractors – G**

Project *Luwzi Transitory Wastewater Treatment Plant*

Company

**Resources: Personnel 1**

1. Number of staff

- Technical

- Administrative

2. Please list present Executive Directors

Name

Present position

Years of experience with  
The company and/or in the  
Industry

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**Prequalification Form for Contractors – H**

Project *Luwzi Transitory Wastewater Treatment Plant*

Company

Resources: Personnel 2

3. List below information about other key personnel who will be committed to the Contract for its duration. Use additional sheets as may be necessary.

Name

Present position

Years of experience with the company and/or  
in the industry

Major works for which responsible (type and value)

Linguistic ability relevant to the project

Name

Present position

Years of experience with the company and/or  
in the industry

Major works for which responsible (type and value)

Linguistic ability relevant to the project

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**Prequalification Form for Contractors – I**Project *Luwzi Transitory Wastewater Treatment Plant*

Company

**Resources, Labour Force, Subcontractors and Outline Methodology**

- 1 On the basis of the information provided in the prequalification documents indicate the likely source of the labour force required to undertake the work.
  
2. If it is foreseen that any part of the contract will be sub-contracted state the type of work to be undertaken by the subcontractor(s) and, if known give the name and address of the subcontractor(s) to be used
  
- 3 Outline Methodology  
  
On the basis of the information provided in the prequalification documents please provide an outline methodology for the Design – Build Works

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**Prequalification Form for Contractors -- J**Project *Luwzi Transitory Wastewater Treatment Plant*

Company

**Resources: Contractor's Plant, Equipment and Facilities**

- 1 On the basis of the information provided in the prequalification documents please indicate the equipment and facilities considered by the company to be necessary for undertaking the project and whether this is already in the company's ownership or will be purchased or hired. Please include documentation confirming registration of plant in Bahrain where applicable.

**Resources: Design of the Works**

- 1 On the basis of the information provided in the Prequalification documents please indicate the name of the company and the resources which will be available to carry out detailed design of the works.

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**Prequalification Form for Contractors – K**

Project *Luwzi Transitory Wastewater Treatment Plant*

Company

Experience: Geographical

- 1 Countries in which work similar to the Project has been undertaken

- 2 Summary of experience of company in Country of the project and/or neighbouring states

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**Prequalification Form for Contractors – L**

Project *Luwzi Transitory Wastewater Treatment Plant*

Company

**Experience: Relevant Projects Completed**

Please fill in information about the relevant projects completed over the past six years. Use additional sheets as may be necessary. Preference will be given to projects involving modular or transitory waste water treatment plants, large diameter sewers and major pumping stations. A copy of the Contract Agreement and the Completion Certificate (as issued by the Employer) shall be submitted in order that a project will be considered for evaluation.

1 Name of employer

Name, location and type of project

Name of (consulting) engineer responsible for supervision

Contract price and date

Percentage of participation of company in the project

Was contract satisfactorily completed including time provision



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**Prequalification Form for Contractors – M**

Project *Luwzi Transitory Wastewater Treatment Plant*

Company

Experience: All Projects in Progress

Give information about all projects in progress, including those where the company has received a letter of intent, but a formal contract has not yet been awarded. Use additional sheets if necessary. Preference will be given to projects involving modular or transitory waste water treatment plants, large diameter sewers and major pumping stations. A copy of the Contract Agreement shall be provided in order that a project be considered for evaluation.

1. Name of employer

Name, location and type of project

Name of (consulting) engineers responsible for supervision

Value of contract

Value completed and certified

Percentage of participation of company in the project

Percentage of practical completion

Scheduled date of completion of work

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**Prequalification Form for Contractors – N**

Project *Luwzi Transitory Wastewater Treatment Plant*

Company

**Quality Assurance System**

- 1 Please describe the company's quality assurance system.

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**Prequalification Form for Contractors – O**

Project *Luwzi Transitory Wastewater Treatment Plant*

Company

**Health and Safety Plan**

- 1 Please describe the company's health and safety plan

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**Prequalification Form for Contractors – P**

Project *Luwzi Transitory Wastewater Treatment Plant*

Company

**Environmental Policy**

1. Please describe the company's environmental policy.

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**Prequalification Form for Contractors – Q**

Project *Luwzi Transitory Wastewater Treatment Plant*

Company

**Training**

- 1 The contractor will be required to provide training for operatives in the Operation & Maintenance of the completed project. please name the location(s) where this would be carried out and the method of training to be provided.

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### Prequalification Form for Contractors – R

Project *Luwzi Transitory Wastewater Treatment Plant*

Company

#### Operation and Maintenance

- 1 The contractor will be required to operate and maintain the facility for a period of 2 years. Please indicate in general terms the manner and methods by which this will be carried out

Please indicate the resources which will be available to maintain the facility

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**Prequalification Form for Contractors – S**

Project *Luwzi Transitory Wastewater Treatment Plant*

Company

**Litigation and Arbitration History 1**

- 1 Please describe the company's history of litigation and/or arbitration from contracts executed or completed during the last six years or currently under execution

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**Prequalification Form for Contractors – T**

Project *Luwzi Transitory Wastewater Treatment Plant*

Company

**Litigation and Arbitration History 2**

- 1 Please indicate for each year, the name of the employer, the main claims and counterclaims (if any) in the litigation or arbitration, the respective amounts claimed and counterclaimed (if any), the court or arbitral institution or arbitration rules concerned and the amount awarded to and/or against the company, as appropriate.



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**Prequalification Form for Contractors – U**

Project: *Luwzi Transitory Wastewater Treatment Plant*

Company

**Additional Information**

- 1 Please add further information which you consider to be relevant to the evaluation of your application for prequalification

If you wish to attach other documents,  
please list them below

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**Prequalification Form for Contractors**

**Declaration**

We declare and confirm that we hereby understand that the Employer is relying on the information provided by ourselves to assess whether our company is suitable to be included on the tender list for this project.

We furthermore understand that the Employer's assessment is dependent on the accuracy of the details and information provided by us

Accordingly, we hereby declare and confirm that:

- 1 The details and information provided by us for the Employer's assessment are true and accurate and are known to us as facts; and
- 2 We do not knowingly or recklessly give false, inaccurate or misleading details or information
- 3 Should we provide any false or misleading information, it will result in our application being rejected and our company being black listed

Duly authorised to sign this Declaration for and on behalf of *[insert Contractor name]*

Signed by: \_\_\_\_\_

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Date: \_\_\_\_\_

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**Evaluation Criteria – Minimum Requirements**

- 1 Applicant to demonstrate an annual turnover of at least BHD 10 million in each of the last 5 years and projected for the current year.
- 2 Applicant to demonstrate positive profit after tax and dividends for each of the last 5 years
- 3 Applicant to demonstrate that Net Cash Position for the 2011 financial year is at least BHD 5 million
- 4 Applicant to provide evidence that all taxes, duties and social payments (eg. Tax Clearance Certificates, GOSI) are up to date in main countries of operation and in any GCC countries in which the Applicant operates.
- 5 Applicant to provide Banker's Reference confirming that the Applicant is in a financial position to execute such a project at this time.
- 6 Applicant to provide evidence of capacity to provide Performance Bond for this project of at least BHD 500,000.
7. Application to provide documentation required under Note 12 of Prequalification Form for Contractors – B
- 8 The minimum score under Evaluation Criteria – Technical Requirements shall be 60%. Applicants who score less than 60% will not be considered.

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**Evaluation Criteria – Technical Requirements (Summary)**

Criterion	Maximum Score	Prequalification Form	Weighting Percentage
1 Structure and Organisation	100	C E and F	7.5%
2 Resources: directors, managers and staff	100	G and H	7.5%
3 Resources: labour force/subcontractors	100	I	5%
4 Resources: plant, equipment and facilities	100	J	5%
5 Experience: geographical	100	K	5%
6 Experience: relevant contracts completed	100	L	20%
7 Experience: all contracts in progress	100	M	20%
8 Quality assurance system, health and safety plan, environmental policy and training	100	N.O.P and Q	15%
9 Operation & Maintenance	100	R	5%
10 Litigation and arbitration history	100	S and T	10%
		Maximum possible	100%

**Evaluation Criteria – Technical Requirements - Detailed**

Applicants should refer to the relevant Prequalification Form for further details.

Item No	Criterion	Maximum Score	Prequalification Form	Weighting Percentage
1	Structure and Organisation	100	<p>Comprehensive Organisation Chart</p> <p>Clarity of functional relationship and job descriptions</p> <p>Experience as Main Contractor in Bahrain and/or Gulf States</p> <p>11-15 Years - 40 points</p> <p>6-10 Years - 20 points</p> <p>2-5 Years - 10 points</p> <p>Other International experience as Main Contractor</p> <p>17-20 Years - 30 points</p> <p>11-16 Years - 20 points</p> <p>5-10 Years - 10 points</p>	7.5%
2	Resources: Directors, Managers and Staff (Minimum Bachelor's Degree in Engineering and 10 years experience in Waste	100	<p>Key personnel who will be committed to the project for its duration (50% of points for 10 years experience; Maximum points for 20 years experience):</p> <p>Director</p> <p>Project Manager</p>	7.5%

3	<p>Water Treatment, see CV format enclosed in Appendix A)</p> <p>Resources: labour force/sub-contractors</p> <p>Outline Methodology</p>	100	<p>Design Manager</p> <p>Site Agent</p> <p>Site Engineer</p> <p>Mechanical Engineer – Design</p> <p>Electrical Engineer – Design</p> <p>Civil Engineer - Design</p> <p>Process Engineer - Design</p> <p>Commissioning Engineer Site</p>	<p>10</p> <p>10</p> <p>10</p> <p>10</p> <p>10</p> <p>10</p> <p>10</p> <p>10</p>	30	I	5%
4	<p>Resources: plant, equipment and facilities</p> <p>Design resources</p>	100	<p>Labour force:</p> <p>Staff Greater than 500 - 30 points</p> <p>250 - 499 - 20 points</p> <p>100 - 249 - 10 points</p> <p>Sub-contractors:</p> <p>Staff Greater than 500 - 10 points</p> <p>250 - 499 - 5 points</p> <p>Outline methodology</p> <ul style="list-style-type: none"> <li>- Programme - 10</li> <li>- Method Statement - 30</li> <li>- Materials Availability &amp; Quality - 10</li> <li>- Traffic Management Plan - 10</li> </ul>	<p>40</p>	J	5%	
			<p>Contractor's Plant, Equipment and facilities necessary for undertaking the project:</p> <ul style="list-style-type: none"> <li>- Fabrication Plant - 20</li> <li>- Erection Plant - 20</li> </ul>				

5	Experience: geographical	100	<p>Design experience of the company which will carry out detailed design of the Works</p> <p>Minimum 10 plants, 20,000m<sup>3</sup>/d – 20 points</p> <p>Minimum 5 Modular Plants – 20 points</p> <p>Minimum 3 Temporary / Transitory Plants – 20 points</p>	60	K	5%
6	Experience: relevant contracts completed in past six years	100	<p>Number of Wastewater Treatment Plants similar to the project i.e Modular Wastewater Treatment Plants, &gt; 10,000m<sup>3</sup>/d average flow constructed in GCC countries (Bahrain, Saudi Arabia, Qatar, U.A.E, Oman, Kuwait)</p> <p>(0 marks for less than 5 plants) (50 marks for 5-9 plants) 100 marks for 10 plants or greater)</p> <p>Design, Build &amp; Operate projects</p> <p>3-4 Plants - 10 points</p> <p>5 Plants or greater - 20 points</p>	20	M	20%

7	Experience: all contracts in progress	100	<p>Transitory or modular waste water treatment plants          1 plant - 5 points          2 plants - 10 points          3 plants or greater - 20 points</p> <p>Other waste water treatment plants          5-10 Plants - 10 Points          11-15 Plants - 20 Points          16 Plants or greater - 30 Points</p> <p>Sludge/TSE technology          Sludge min. 3 plants with Dryer - 15 points          TSE, min. 3 plants - 15 points</p>	20	L	20%
			<p>Design, Build &amp; Operate projects          1-2 plants - 10 points          3-5 plants - 20 points</p> <p>Transitory or modular waste water treatment plants          1-2 plants - 10          3-5 plants - 20          6-10 plants - 30</p> <p>Other waste water treatment plants          1-5 plants - 10 points</p>	20	M	20%



8	Quality assurance system, health and safety plan, environmental policy and training	100	<p>6-10 plants – 20 points 10-20 plants – 30 points</p> <p>Sludge/TSE technology 1-2 Sludge Dryers - 5 points 1-5 TSE plants - 5 points 6-10 TSE plants - 15 points</p> <p>Quality Assurance Systems ISO 9000 Certified - 25 points or Below ISO but with evidence of company Q.A. system - 10 points</p> <p>Health &amp; Safety Systems OSHAS 18001 or equivalent - 15 points or Below OSHAS 18001 but with evidence of Company Health &amp; Safety Procedures Document - 5 points Outline Health &amp; Safety Risk Assessment for Project - 10 points</p> <p>Environmental Policy ISO 14001 or equivalent Certification - 20 points or Below ISO 14001 – 10 points Outline Environmental Management Plan for Project - 5 points</p>	20	N, O, P and Q	15%
25						
25						
25						

9	Operation & Maintenance	100	<p>Training policy:  - Policy Statement - 5 points  - Log of Training - 5 points  - Independent verification/ Accreditation of training programme - 5 points  Outline Training Plan for Project - 10 points</p>	25	R	5%
			<p>O &amp; M of waste water treatment plants during last 5 years  10 plants or greater - 75 points  6-9 plants - 50 points  2-5 plants - 25 points</p> <p>O &amp; M of other process plants  10 plants or greater - 25 points  5-9 plants - 10 points</p>	75		
10	Litigation and arbitration history	100	<p>Litigation and arbitration arising from contracts during last 5 years  0 projects - 100 points  1-5 projects - 50 points  &gt;5 projects - 0 points</p>	100	S and T	10%
					Maximum possible	100%

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**Appendix 'A' KEY STAFF CURRICULUM VITAE STANDARD FORMAT**

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Proposed Position : \_\_\_\_\_

Name of Firm : \_\_\_\_\_

Name of Staff : \_\_\_\_\_

Profession: \_\_\_\_\_

Date of Birth : \_\_\_\_\_

Years with Firm/Entity : \_\_\_\_\_ Nationality : \_\_\_\_\_

Membership of recognized International Engineering Professional Institutions: \_\_\_\_\_

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Detailed Tasks Assigned: \_\_\_\_\_

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**Key Qualifications:**

[Give an outline of staff member's experience and training most pertinent tasks on assignment describe degree of responsibility held by staff member on relevant previous assignments and give dates and locations. Use about one quarter of a page only]

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**Education:**

[Summarize college/ university and other specialized education of staff member, giving names of schools, dates attended, and degrees obtained. Use about one quarter of a page only]

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**Employment Record:**

[Starting with present position, list in reverse order every employment held. List all positions held by staff member since graduation, giving dates, names of employing organization, titles of positions held, and locations of assignments. For experience in last ten years, also give types of activities performed and client references, where appropriate. Use about two pages only]

**Languages:**

[For Each language indicate proficiency: excellent, good, fair or poor, in speaking, reading, and writing]

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**Appendix 'A'      KEY STAFF CURRICULUM VITAE STANDARD FORMAT**

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Certification:

I, the undersigned, certify that to the best of my knowledge and belief, the data correctly describe me, my qualifications and my experience.

\_\_\_\_\_ Date: \_\_\_\_\_

[Name/Signature of staff member / authorized representative of the Firm] Day/Month/Year

Full name of staff member: \_\_\_\_\_

Full name of staff member: \_\_\_\_\_

Full name of authorized representative: \_\_\_\_\_