



ANNEXURE B

T2.2-10: Evaluation Schedule: Method Statement

Management

Note to Tenderers:

Method statement - The tenderers must sufficiently demonstrate the approach/methodology that will be employed to cover the scope of the project

The tenderer must submit the following documents as a minimum with the tender submission:

1. Mechanical Engineering Works

Compulsory requirements:

- 1.1 Lift Supply, Installation, Testing, Commission and Maintenance Plan
- 1.2 Fire Systems (Suppression and detection Supply, Installation, Testing, Commissioning and Maintenance Plan
- 1.3 HVAC System Supply, Installation, Testing, Commissioning and Maintenance Plan.

Sub Criteria elements:

- 1.4 Project method statement proposal follows logical and sequential order in accordance with the submitted project schedule/programme.
- 1.5 A description of how the works are to be carried out in relation to manage the refurbishment and the upgrade of the facility in accordance with designs requirements.
- 1.6 Monitoring and review - Details of how the scope of the works will be monitored, supervised and evaluated.
- 1.7 Waste and Rubble management plan
 - Site establishment
 - Demolition work
 - Excavation work
 - Electrical works
 - De-establishment and project close-out

Minimum Threshold: Submission has addressed compulsory **requirements (1, 2 & 3)** in detail and compliance to scope of work but **missing Two** of the sub-criteria elements

2. Civil Engineering Works:

The contractor must submit a detailed Work methodology for the resourcing and execution of the technical work. Furthermore, the Contractor must provide a detailed Civil Engineering Work methodology procedure covering the below items:

- 2.1 Contract Details - Details of the nature of the Civil Engineering services that is to be undertaken.
- 2.2 Method of Work - A description of how the works are to be carried out in relation to the design stages, scope, drawing deliverables at each stage, condition assessments, site conditions and site-specific hazards and considerations.
- 2.3 Risk Assessments - The inclusion of any risk assessments, project specific health and safety issues which will assist in the identification and management of task specific hazards
- 2.4 Operative Competence - Skills available, including certification, accreditation and training
- 2.5 Monitoring and review - Details of how the scope of the works will be monitored supervised and evaluated.
- 2.6 Implementation Methodology is aligned to project scope
- 2.7 Methodology shows execution, handover and close-out stages
- 2.8 Foreseeable construction-related risks are identified on method statement
- 2.9 All stakeholders have been identified
- 2.10 All relevant approvals from authorities have been identified

3. Control and Instrumentation Works:

The contractor must submit a detailed Work methodology for the resourcing and execution of the ICT and Security Network works. Furthermore, the Contractor must provide a detailed construction/installation methodology procedure covering the below items:

- 3.1 CCTV camera installation
- 3.2 CCTV Cabling Installation
- 3.3 CCTV System Configuration

- 3.4 Interior Access control equipment installation (access control on building doors and cabling)
- 3.5 Exterior Access control equipment installation (boom-gate and spike system and turnstile) Access Control equipment Configuration
- 3.6 Public Address Infrastructure
- 3.7 ICT Network Infrastructure (LAN connections, fiber cabling, etc.)

4. Architectural (Building) Works:

The contractor must submit a detailed Work methodology for the resourcing and execution of the building works. Furthermore, the Contractor must provide a detailed construction methodology procedure covering the below items:

- 4.1 Masonry work
- 4.2 Timber Roof Trusses
- 4.3 Facade Cladding – Aluminum
- 4.4 Fire Rated Drywall Construction
- 4.5 Fire Rated Glazing Installations
- 4.6 Aluminum and Steel Window Frame Installations
- 4.7 Steel and Timber Mezzanine Floor Construction
- 4.8 Steel Truss: new installation OR repair of existing
- 4.9 Plumbing and Drainage
- 4.10 Interior finishes Including Floor and Wall tiling, painting, etc.

5. Electrical Works:

The contractor must submit a detailed Work methodology for the resourcing and execution of Electrical lighting & Power works. Furthermore, the Contractor must provide a detailed construction methodology procedure covering the below items:

- 5.1 Installation of LV generator
- 5.2 Installation of LV Cable

5.3 Installation of LV distribution boards

5.4 Installation of Lighting fittings & small power (socket outlets)

5.5 Installation of wire ways including, conduits, Cat 6, cable ladders, trays, power skirtings etc

5.6 Design, Supply and Installation Earthing and Lightning Protection for the building and equipment/ plant.



The scoring of the Tender’s Health and Safety criteria is as follows:

	<p>Mechanical Engineering Works</p> <p>Compulsory requirements:</p> <ol style="list-style-type: none"> 1.Lift Supply, Installation, Testing, Commission and Maintenance Plan 2. Fire Systems (Suppression and detection Supply, Installation, Testing, Commissioning and Maintenance Plan) 3. HVAC System Supply, Installation, Testing, Commissioning and Maintenance Plan. <p>Sub Criteria elements:</p> <ol style="list-style-type: none"> 4. Project method statement proposal follows logical and sequential order in accordance with the submitted project schedule/programme. 5. A description of how the works are to be carried out in relation to manage the refurbishment and the upgrade of the facility in accordance with designs requirements. 	<p>Civil Engineering Works:</p> <p>The contractor must submit a detailed Work methodology for the resourcing and execution of the technical work. Furthermore, the Contractor must provide a detailed Civil Engineering Work methodology procedure covering the below items:</p> <ol style="list-style-type: none"> (1) Contract Details - Details of the nature of the Civil Engineering services that is to be undertaken. (2) Method of Work - A description of how the works are to be carried out in relation to the design stages, scope, drawing deliverables at each stage, condition assessments, site conditions and site-specific hazards and considerations (3) Risk Assessments - The inclusion of any risk assessments, project specific health and safety issues which will assist in the identification and management of task specific hazards 	<p>Control and Instrumentation Works:</p> <p>The contractor must submit a detailed Work methodology for the resourcing and execution of the ICT and Security Network works. Furthermore, the Contractor must provide a detailed construction/installation methodology procedure covering the below items</p> <ol style="list-style-type: none"> 1. CCTV camera installation 2. CCTV Cabling Installation 3. CCTV System Configuration 4. Interior Access control equipment installation (access control on building doors and cabling) 5. Exterior Access control equipment installation (boom-gate and spike system and turnstile) Access Control equipment Configuration 6. Public Address Infrastructure 7. ICT Network Infrastructure (LAN 	<p>Architectural (Building) Works:</p> <p>The contractor must submit a detailed Work methodology for the resourcing and execution of the building works. Furthermore, the Contractor must provide a detailed construction methodology procedure covering the below items:</p> <ol style="list-style-type: none"> 1. Masonry work 2. Timber Roof Trusses 3. Facade Cladding – Aluminum 4. Fire Rated Drywall Construction 5. Fire Rated Glazing Installations 6. Aluminum and Steel Window Frame Installations 7. Steel and Timber Mezzanine Floor Construction 8. Steel Truss: new installation OR repair of existing 	<p>Electrical Works:</p> <p>The contractor must submit a detailed Work methodology for the resourcing and execution of the Electrical Lighting & Power works. Furthermore, the Contractor must provide a detailed construction methodology procedure covering the below items:</p> <ol style="list-style-type: none"> 1. Installation of LV generator 2. Installation of LV Cable 3. Installation of LV distribution boards 4. Installation of Lighting fittings & small power (socket outlets) 5. Installation of wire ways including, conduits, Cat 6, cable ladders, trays, power skirtings etc 6. Design, Supply and Installation Earthing and
--	---	---	--	--	---



	<p>6. Monitoring and review - Details of how the scope of the works will be monitored, supervised and evaluated.</p> <p>7. Waste and Rubble management plan</p>	<p>(4) Operative Competence - Skills available, including certification, accreditation and training</p> <p>(5) Monitoring and review - Details of how the scope of the works will be monitored supervised and evaluated</p> <p>(6) Implementation Methodology is aligned to project scope</p> <p>(7) Methodology shows execution, handover and close-out stages</p> <p>(8) Foreseeable construction-related risks are identified on method statement</p> <p>(9) All stakeholders have been identified</p> <p>10) All relevant approvals from authorities have been identified</p>	<p>connections, fiber cabling, etc.)</p>	<p>9. Plumbing and Drainage</p> <p>10. Interior finishes Including Floor and Wall tiling, painting, etc.</p>	<p>Lightning Protection for the building and equipment/ plant.</p>	
Points (10)	2	2	2	2	2	
(score 0)	<p>The Tenderer's Submission does not address any of the requirements. - The Tenderer's submission does not address the (3) Three Compulsory Requirements (1, 2 & 3) in detail and compliance to scope of work</p>	<p>No response or None of the items are addressed</p>	<p>Submission has addressed 1 or fewer items</p>	<p>Submission has addressed 1 or No items.</p>	<p>No submission or none of the items are addressed</p>	



(score 20)	Submission has addressed compulsory requirements (1, 2 & 3) in detail and compliance to scope of work but missing four of the sub-criteria elements	The Submission has addressed 1 – 2 Items	Submission has addressed 2 items	Submission has addressed 2- 3 items	Submission has addressed 1 item
(score 40)	Submission has addressed compulsory requirements (1, 2 & 3) in detail and compliance to scope of work but missing Three of the sub-criteria elements	Submission has addressed 3 – 5 Items	Submission has addressed 3 – 4 Items	Submission has addressed 4 - 5 items	Submission has addressed 2 - 3 items
(score 60)	Submission has addressed compulsory requirements (1, 2 & 3) in detail and compliance to scope of work but missing Two of the sub-criteria elements	Submission has addressed 6 – 7 Items	Submission has addressed 5 Items	Submission has addressed 6- 7 items	Submission has addressed 4 items
(score 80)	Submission has addressed compulsory requirements (1, 2 & 3) in detail and compliance to scope of work but missing one of the sub-criteria elements.	Submission has addressed 8 – 9 Items	Submission has addressed 6 items	Submission has addressed 8- 9 items	Submission has addressed 5 items
(score 100)	Submission has addressed compulsory requirements (1, 2 & 3) in detail and compliance to scope of work and is missing none of the sub-criteria elements	Submission has addressed all 10 items	Submission has addressed all 7 Items	Submission has addressed all 10 items	Submission has addressed all 6 items