

Ministry of Housing and Infrastructure

Ref No.- (IUL)138-CS1/138/2016/163

Date: 21st November 2016

Quantities Checker for Approval of Building Drawings Terms of Reference

PURPOSE

- To ensure that the BoQ values coincide with the drawings.
- To ensure that the BoQ rates are in accordance with the current market rates.
- Prepare Bills of Quantities for projects assigned by the ministry.

SCOPE

- Compare the drawings and the Bill of Quantities submitted to ensure that the values coincide.
- Re-checking Bill of Quantities checked by ministry staff.
- Check Bill of Quantities of buildings as well as other infrastructure assigned by the ministry.
- Prepare Bill of Quantities of buildings as well as other infrastructure assigned by the ministry

QUALIFICATION

- Should have a Master's Degree in Quantity Surveying with one year experience Or,
- Should have a Bachelor's Degree in Quantity Surveying with two years' experience Or,
- Should have a minimum of a Diploma in a relevant field with minimum four years' experience Or,
- Should have minimum 10 years work experience (an evaluation will be given to the candidate by the ministry prior to contract)

OUTPUTS

- Submit a BoQ approval or reject report for each building or infrastructure project checked within three working days.
- Previously rejected projects shall be checked again when resubmitted with corrections without any additional charges, within three working days.

DOCUMENTS TO SUBMIT

- CV showing site experience and design experience in various types of projects.
- Price proposed as:

➤ A

DEVELOPMENT AREA	RATE MRF /sq ft for fast track projects (3 working days)	RATE MRF /sq ft for normal projects (10 working days)
<= 2000		
>2000 X ≤ 4000		
>4000 X ≤ 8000		
>8000 X ≤ 16000		
>16000 X ≤ 32000		
>32000 X ≤ 64000		
>64000		

- Development Area = Ground floor foot print x No. of habitable floors
- Open terrace is not considered a habitable floor for the purpose of this evaluation.
- For other infrastructure:

➤ B

HEIGHT RANGE(METRES)	RATE MRF/M for fast track projects (3 working days)	RATE MRF/M for normal projects (10 working days)
<= 5		
>5 X < 50		
>50		
VOLUME RANGE (M ³)	RATE MRF/M ³ for fast track projects (3 working days)	RATE MRF/M ³ for normal projects (10 working days)
<= 10		
>10 X < 200		
>200		

EVALUATION

- Bid winners will be selected based on the submissions that give the minimum total cost submitted for buildings (table A) other infrastructure (table B). If the checker with the lowest cost for table A has higher rates for table B, bidder with the lowest cost for table A will be given the opportunity to agree with the lowest cost submitted for table B and this bidder will be appointed as the first checker. If the first checker rejects, this bidder will be omitted, and the bidder with the lowest cost for table A will be given the opportunity to agree with the lowest cost for table B.
- Then the next two lowest bidders with the lowest cost for table A would be given the opportunity to agree with the lowest bids submitted by the winning lowest bidder (1st checker). If both the bidders agree to this fee, all three bidders would be selected as structural checkers for the Ministry. If one of these bidders rejects this opportunity, to match minimum total of the winning lowest bidder, the rejected bidder will be omitted and opportunity would be given to the next or next lowest bidders respectively.
- Ministry reserves the right to reject any bid if the submitted documents fail to show the relevant years of design and experience.

Note: For further queries, please email to construction@housing.gov.my before 5th December 2016.