

Authority's List of Consultant for Building Inspection

1 Purpose

Provide the consultancy services for carry out inspection and re-inspection of all units to identify the defects for development projects

2 Minimum Entry Criteria

The List has been approved via memo ref LSD/MISC/CL_AU/URA230500071 dated 2 May 2023.

STAFF

Members	:	Minimum of 2 resident qualified building surveyors/ architects/ structural engineers/ clerk of works. Only full time employees are counted as staff of the firm (consultants to the firm do not count as staff).
Qualifications	:	Qualified building surveyor/ architect/ engineer/ clerk of work means <ul style="list-style-type: none">• Corporate member of the Hong Kong Institute of Surveyors (Building Surveying Division or Property & Facility Management Division) or• Registered Professional Surveyor (Building Surveying or Property & Facility Management) or• Corporate member of the Hong Kong Institute of Architects or• Registered Architect (Hong Kong) or• Corporate member of the Hong Kong Institution of Engineers (Structural or Civil Engineering discipline) or• Registered Professional Engineer (Structural or Civil Engineering discipline) or• Corporate member of the Hong Kong Institute of Clerks of Works
Resident Status	:	To count as staff, individuals must be resident Hong Kong ID Card holders and the firm must constitute their principal source of employment.

HISTORY

Time Established	:	The firm must have practiced in the relevant profession in Hong Kong for a minimum of 3 continuous years.
Work Done	:	Demonstrate that the firm has been carrying out building inspection of residential development projects and has completed inspection of not less than 100 residential units at one project in the last 3 years.

OFFICE

Size/Equipment	:	Reasonable size, suitably furnished and adequately equipped with modern computing facilities.
Support/Staffing Levels	:	Employ adequate technical support staff. Acceptable ratio 1 professional to 2 technical support staff and in line with office size/workload.

The consultant who

- 1) does not submit any tender for consultancy services for the preceding three-year period, or***
- 2) has poor performance with the final performance assessment report's overall grading is "marginal" or below or with two consecutive performance assessment reports' overall grading is "marginal" or below for a contract***

the Approving Authority may consider suspension or removal from the list. The consultant who has been removed from the List is not eligible for re-applying for inclusion in the List for a period of two years from the date of removal.