

Job Reference, Conviction Records and Suspension from Tendering

Job Reference

A job reference required for the purpose of paragraphs 6 and 7 of Appendix 4 may include a relevant building project under a main-contract or sub-contract arrangement. Building projects involving works under the BO, public works, works for government departments, the MTR Corporation Limited (MTRCL) or the Kowloon-Canton Railway Corporation (KCRC) are considered acceptable provided that documentary proof such as a specified form or an endorsement letter from the government architect or engineer is provided. For ventilation works, projects granted by other parties may also be accepted so long as the nature of the works and the documentary proof of execution of the works are acceptable to the BA and CRC.

2. When sub-contracting works are used as a job reference, the documentary proof should also include a signed sub-contract document showing the contractor's role and involvement in the project and that the job reference should be endorsed by the client of the main contract.

Labour Safety, Conviction Records and Suspension from Tendering by the ETWB/HA

3. For the purpose of paragraphs 5 and 7 of Appendix 4,
- (a) non-building works related labour safety offences, e.g. failure to ensure the wearing of safety helmet and the use of goggles, will not be taken into consideration. Generally speaking, an offence relating to the course of constructing the works or the manner in which the works are being carried out is considered as an offence relating to building works; and
 - (b) for a contractor who has been suspended from tendering by the ETWB/HA, the BA will consider the reasons of the suspension. In general, only factors which infer deficiencies of the contractors in technical competence and management ability, and factors related to standard of works, misconduct and site safety will be taken into consideration.

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