

# COMPANY PROFILE

(Civil Works Contractors – CWC)

*(The Details should be clearly typed and not hand written)*

Name of the Company :

Address :

Telephone :

Fax :

P.O. Box :

E-Mail :

Contact Person /Title:

Name of the Owner :

Name of the Sponsor :

C.R No. :

Date of Registration :

Location of the Office :

Name of the Street :

Building No. :

Floor No. :

No. of Employees :	<input type="text"/>	No. of Engineers :	<input type="text"/>
No. of Foreman/Supervisor :	<input type="text"/>	No. of Labourers:	<input type="text"/>

General Manager :

Type of Company (Please tick)

Share Holding Company.

Limited Liability Company.

Joint Venture.

Establishment

Sole Trader.

Name of the Bankers (Dealing with)		Name of Insurance Companies (Dealing with)	
1		1	
2		2	
3		3	
A/C. No(s)			
Auditors in Qatar :			
Liabilities if any :			

FINANCIAL DETAILS.	YES	NO
Attach a copy of your last Annual Report.	<input type="checkbox"/>	<input type="checkbox"/>
Attach a copy of your last Balance Sheet, audited if applicable.	<input type="checkbox"/>	<input type="checkbox"/>
Attach details of any significant change in the status of the Company's financial affairs since the above report was prepared.	<input type="checkbox"/>	<input type="checkbox"/>

**KEY STAFF DETAILS.**

*Management (Sponsors)*


*Administration (Senior Positions)*


*Additional Information:  
(Give any additional information you feel would be pertinent to your application for registration.)*

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*We hereby declare that the above information is true and correct.*

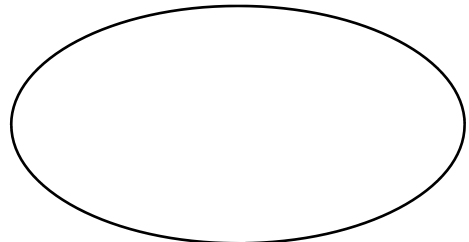
**Complied by :**

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**Capacity of :**

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**Company Seal**



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**Authorised Signatory**

**Dated :**

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## CATEGORIZATION OF CIVIL WORKS CONTRACTORS & MINIMUM CRITERIA FOR EACH CATEGORY.

### CATEGORY – A (UPTO QRS. 1,000,000.00 & entitled for Major Tender)

*Contractors classified under this category should have:*

Manpower: Minimum **52** staff required as follows .:

- 2 *Qualified Engineers.*
- 6 *Foremen.*
- 6 *Carpenters.*
- 6 *Masons.*
- 4 *Steel Fixers.*
- 25 *Labourers & Helpers.*
- 3 *Machine Operators.*

Plant & Machinery : Should have a minimum of :

- 2 *Shovels.*
- 2 *Concrete Mixers.*
- 3 *Compressors.*
- 2 *Rock Breakers (Poclain).*
- 3 *Excavators (JCB).*
- 2 *Transit Mixers.*
- 4 *Compactors.*
- 2 *Rollers.*
- 1 *Tanker.*
- 2 – 3 *Trucks.*
- 3 *Pickups.*
- 2 *Generators.*
- 3 *Vibrators.*

### CATEGORY – B (UPTO 500,000.00)

*Contractors classified under this category should have:*

Manpower : Minimum **32** staff required as follows .:

- 1 *Qualified Engineer.*
- 3 *Foremen.*
- 4 *Carpenters.*
- 4 *Masons.*
- 2 *Steel Fixers.*
- 16 *Labourers & Helpers.*
- 2 *Machine Operators.*

## CATEGORIZATION OF CIVIL WORKS CONTRACTORS & MINIMUM CRITERIA FOR EACH CATEGORY.

Plant & Machinery : Should have a minimum of :

- 1 Shovel.
- 2 Concrete Mixers.
- 3 Compressors.
- 1 Rock Breaker (Poclain).
- 2 Excavators (JCB).
- 1 Transit Mixer.
- 3 Compactors.
- 1 Roller.
- 1 Tanker.
- 1 – 2 Trucks.
- 2 Pickups.
- 1 Generator.
- 3 Vibrators.

### CATEGORY – C ( UPTO 200,000.00)

*Contractors classified under this category should have:*

Manpower : Minimum **19** staff required as follows :

- 1 *Qualified Engineer or holding a Diploma in Civil Engineering.*
- 2 *Foremen.*
- 2 *Carpenters.*
- 2 *Masons.*
- 1 *Steel Fixer.*
- 10** *Labourers & Helpers.*
- 1 *Machine Operator.*

Plant & Machinery : Should have a minimum of :

- 2 Concrete Mixers.
- 2 Compressors.
- 1 Excavator (JCB).
- 1 – 2 Compactors.
- 1 Roller.
- 1 – 2 Pickups.
- 2 Vibrators.
- 1 Generator.

# CATEGORIZATION OF CIVIL WORKS CONTRACTORS & MINIMUM CRITERIA FOR EACH CATEGORY.

## CATEGORY – D (UPTO 50,000.00)

*Contractors classified under this category should have:*

Manpower : Minimum **12** staff required as follows :

- 1 *Qualified Engineer or holding a Diploma in Civil Engineering.*
- 2 *Foremen.*
- 1 *Carpenter.*
- 1 *Mason.*
- 1 *Steel Fixer.*
- 6 *Labourers.*

Plant & Machinery : Should have a minimum of :

- 1 *Concrete Mixer.*
- 1 *Compressor.*
- 1 *Excavator (JCB).*
- 1 *Compactor.*
- 1 *Roller.*
- 1 *Pickup.*
- 1 *Vibrator.*
- 1 *Generator.*

# FOR QTEL OFFICIAL USE ONLY

(Not to be filled by the Contractor)

Name of the Company :

QTEL Reg. No. :

(The above company to be registered for the following categories as mentioned below, for the various works respectively).

**1 Category – A**

Grade – A

**2 Category – B**

Grade – B

**3 Category – C**

Grade – C

**4 Category – D**

Grade – D

Approved by :

Dated : \_\_\_\_\_

Endorsed by : **Dr. Nasser Marafih (CEO)**

Dated : \_\_\_\_\_

## INSTRUCTIONS TO APPLICANTS

1. Contractors registered in Qatar only are eligible for registration with Qtel.
2. Contractors are required to submit the following:
  - A. Company Profile.
  - B. List of Names, Titles of Staff including labour force which shall be certified by the Govt. Civil Services Bureau / Labour Dept.
  - C. List of Projects completed during the last five years with capital for financial capability (**if available**).
  - D. List of Plant & Machinery which shall be attested by the Traffic Dept.
  - E. Central Tender Committee Certificate (**if available**).
3. Qtel shall reserve the right to inspect the Contractor's premises, Labour camp, Plant & Machinery.
4. The successful Contractor shall not give, bargain, sell, sub-let or otherwise dispose of the Contract or any part thereof or the benefit or advantage of the Contract or any part thereof without the prior consent in writing of Qtel.
5. Upon successful evaluation by Qtel, pre-qualified Contractors are required to fulfill following requirements.
  - A. Obtain Qtel Specifications against payment of **Qrs. 500/=**.
  - B. A prescribed Bank Guarantee in favor of Qtel for the value and the period as specified.
  - C. Contractors All Risks Insurance Policy.
  - D. Third Party Liability.
  - E. Contractor's Workmen, Compensation policy.
6. All new contractors will be categorized initially under D category regardless their manpower and machinery, for a probationary period of 6-12 months, and will be either confirmed, upgraded or disqualified based on of their performance.