



شركة الجودة المطلقة للمقاولات
Authentic Quality Company



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MOHAMMED BIN SAEEDAN GROUP LTD.
مجموعة محمد بن سعيدان المحدودة



Authentic Quality Company
شركة الجودة المطلقة للمقاولات

Managers



CEO

Dr. Mohammed bin



DCEO

Mr. Abdullah Al-Ahmari

Organizational Chart





who are we

We, Mohamed Bn Saedan Group Ltd., are a team of success partners who contribute to the pioneering investment thought in the field of unique business in its only proposal in its diverse idea in its comprehensiveness that seeks to serve the community that incubates entrepreneurial businesses

our goals

We strive for everything that is a dream, to achieve more vision in professional entrepreneurship. We will reach global platforms

Our principles

We work in the spirit of one team, confident in its steps, full of experience, shining with its reputation, concerned with its customers, representing its suppliers, supporting it with its fullness.



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Quality and safety policy

The element of quality and safety is one of the most important elements that we guarantee within the priority for you, which we can not tolerate. Over the course of our experience in this field, we are working to improve quality in the way of our work with a quality and safety system that keeps pace with the continuous challenges and is in line with the requirements of customers



PRE-FEASIBILITY & FEASIBILITY STUDIES

AQC CO. Engineering Services carries-out pre-feasibility & feasibility studies for Iron Ore Beneficiation & Pellet Plant Projects considering all the technical parameters, test results, facilities and economic viability of the Project. A pre-defined plan for the entire project is prepared supported with quantified flow diagrams, which give detailed information regarding machinery, Induration design, raw materials, utilities, labor and financial overview.

FINANCIAL ASSISTANCE SERVICES

As a Contractor for CONSTRUCTION & MEP Projects, AQC CO. extends professional guidance & assistance for project finance through term loans and working capital limits.

BASIC & DETAILED ENGINEERING

Prior to the construction of an industrial plant, engineering studies is needed involving several engineering specialties like:

- Basic Engineering Design (BED).
- Conceptual process studies.
- Definition and sizing of major equipment.
- Process Flow Diagrams (PFDs), Equipment Specification and P&I Diagram(PID).
- Detailed Engineering which stands on the Basic Engineering carried out earlier
- Detailed Ducting, Chilled water Piping, Fire Fighting and Water supply Drawings.
- Start-up Procedures.
- Operation and Maintenance Manuals.

EQUIPMENT SELECTION/PROCUIREMENT

Selection of most appropriate equipment which suits the application and selection of the quality Vendors plays a very important role for every project. AQC CO. Engineering Services prepares a set of technical specifications for selection & procurement of all the major equipment of the Palletization and Beneficiation plants.

INSPECTION

The organization has a professional team of qualified and experienced inspection engineers, well-versed in advanced methods of testing which are vital for checking forgings, , storage tanks, pipelines and Vital machine components like pumps, compressors, industrial fans and air conditioning equipment,.. etc.

AQC CO. 's Inspection & Quality Assurance team monitors and assesses procedures and methods ensuring that quality parameters are adhered to. The methods are planned and developed with the objective of delivering total project support and integration, attaining high standards of management, equipment, and process quality. Such assessments are often customized as per the Client's needs and requirements.

PROJECT MANAGEMENT SERVICES

Effective Project Management is the key to the success of the Project, and it should be managed with innovation in today's rapidly evolving technology domain. AQC CO. has in-depth understanding of the concepts and techniques required to manage projects of any capacity and scale. Its experience across a wide range of industries encourages give-and-take of ideas and adoption of best techniques.


AQC CO. 's skills and services, coupled with its global reach across all markets gives it a distinct edge over others in project consulting. This service includes Project Planning, Schedule Management, Project Evaluation and Progress Reporting, Contract Management, Risk Management, Procurement Management & Performance Monitoring, Materials Management, Assistance in Commissioning, Follow-up and expediting Services and budgetary Cost-Control.

MEP STARTUP & COMMISSIONING ASSISTANCE

The completion of construction & erection work immediately invites the commissioning activity which broadly verifies:

- The design intent is accomplished
- Assures that system operates as intended
- Supporting that Validation of multi systems performance
- Train Operation staff

AQC CO. Services helps the client to identify the probable lacunae and faults during commissioning if there exist any. We make sure the equipment are handled/operated carefully as designed by the vendors. AQC CO. also ensures



that commissioning activities be performed in pre-defined order and definite fashion without exerting excessive stress on the projects.

Mission & Vision Statement:

To perform for our customers the highest level of quality construction services at fair and market competitive prices. To ensure the longevity of our company through repeat and referral business achieved by customer satisfaction in all areas including timeliness, attention to detail and service-minded attitudes. To maintain the highest levels of professionalism, integrity, honesty and fairness in our relationships with our suppliers, subcontractors, professional associates and customers

Our vision is to be an organization that, through clear and transparent communication, will deliver outcomes that fulfill our clients' requirements.

Our Approach to quality:

The Quality Assurance/control team is a collection of individuals responsible for implementing our standards of Quality Assurance/Quality Control Policies.

The Quality team is well supported by the Construction Quality Assurance, construction team, and the knowledge of our technical advising consultant

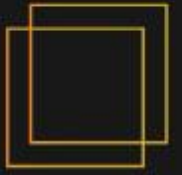
The Quality Assurance team has to ensure that the project's quality and daily activities are planned and implemented in accordance with our Quality Policy at all deliverables.

Our Quality Management team has defined and maintained our QA/QC rules to reach complete quality management system.



Our business





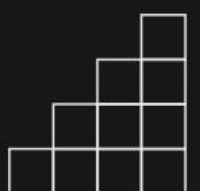
Concrete Buildings Works





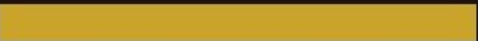
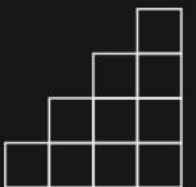


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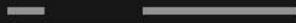
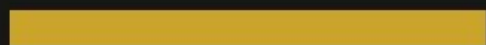


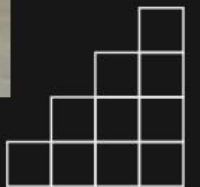
Steel Structures & Specialized Warehouses

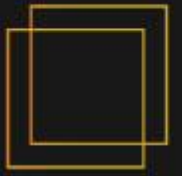




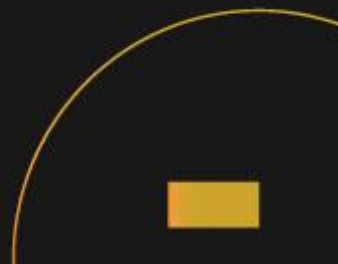
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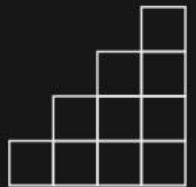


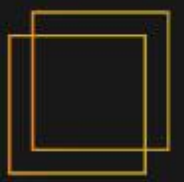




Asphalt Works







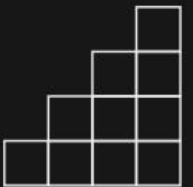
Fitout & Furnishings Works

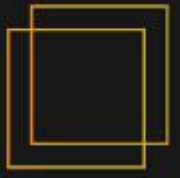




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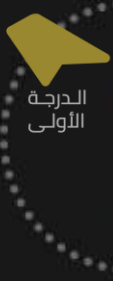






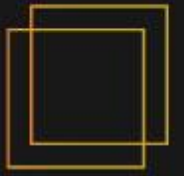
Electromechanical Works





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Law current & Security Works



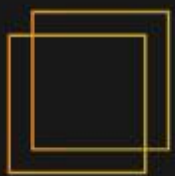


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Examples of AQC CO projects





IKEA – ALSALAM MALL





The scope of work is Mechanical HVAC and chilled water piping Installations for IKEA new brach at ALSALAM mall as per highest standards and codes.

The scope including:

Air conditioning and Ventilation systems(Chilled water system and Industrial ventilation).

ALNASSEM SCHOOLS-MAKKAH



Specific systems apart from the standard MEP services are as follows:

- Installation of Air Handling Units at the Chiller Plant at the Basement.
- Installation of Fan Coil Units.
- Installation of Closed Control Air Conditioning Units.
- Installation of Chilled water Pumps.
- Installation of Duct Works.

SOUQ.COM-JEDDAH





The scope of work is CIVIL and ELECTRO Mechanical .

The scope including:

- **Civil construction for 2500 m2 logistic warehouse.**
- **Steel erection and panel installation**
- **Air conditioning and Ventilation systems**
(Chilled water system and Industrial ventilation).
- **Water supply and drainage systems.**
- **High standard finishes.**



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APLCO WAREHOUSE.



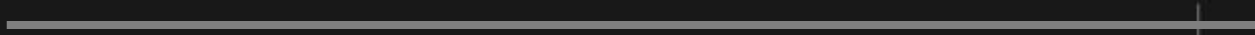
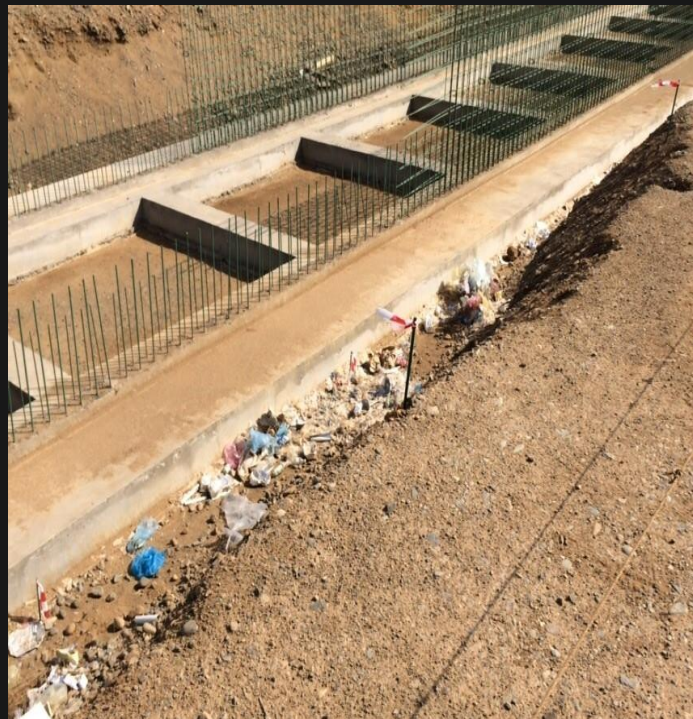
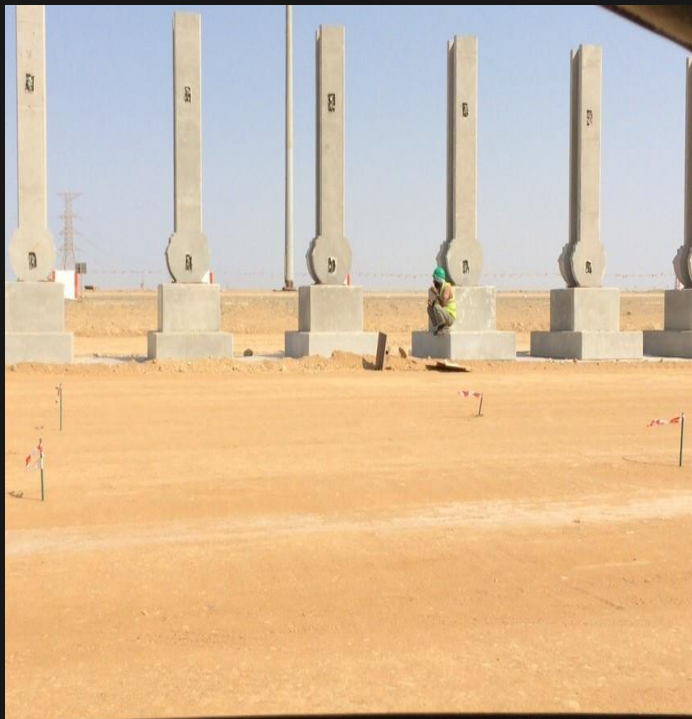


The Scope of Work was covering the:

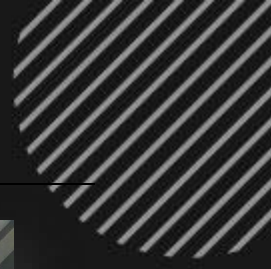
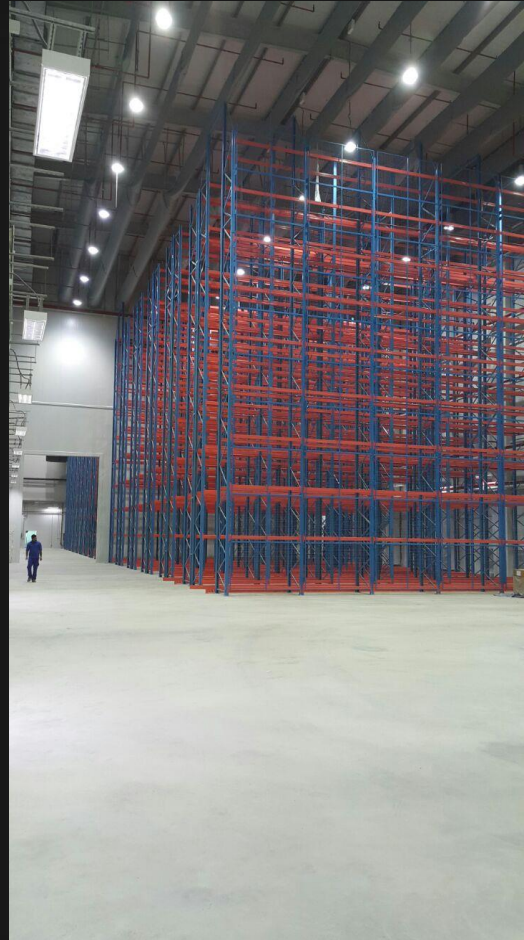
- **Supply and Installation of firefighting system.**
- **Supply and Installation of HVAC system.**
- **Supply and Installation of electrical systems.**
- **Complete finishing work.**

Other Completed Projects

- ▶ **Engineering Faculty – king Abdulaziz universty**
- ▶ **PANDA DC - KAEC**
- ▶ **Al BAIK factory - makkah**
- ▶ **Hempel paint factory**
- ▶ **NESTLA factory**
- ▶ **Dawaa pharma - Tabuk**
- ▶ **PANDA Rabigh**
- ▶ **PANDA Takhasosy**
- ▶ **PANDA Gomoum**
- ▶ **PANDA Faisalia**
- ▶ **PANDA KAEC**
- ▶ **Ououn compound**
- ▶ **Fit out works four floors in the Ministry of Health building inside the digital city**
- ▶ **Finishing works for faculty housing at King Saud University**
- ▶ **The project of establishing a secondary school in Shaqra**
- ▶ **Finishing works for Abdali for furnished apartments**
- ▶ **Gypsum decoration works in Prince Turki Palace in Al-Khozama**
- ▶ **Establishment of isolation rooms in several hospitals**
- ▶ **The Jewel Tower Project DAMAC Jeddah**
- ▶ **Protection Systems Project King Abdullah University of Science and Technology**
- ▶ **Pharmaceutical warehouse project From foundation works and metal structure**
- ▶ **Capital Market Authority Rehabilitation Project**
- ▶ **Daraya Gate Authority headquarters project, Riyadh**
- ▶ **The project of the new headquarters of the Quality of Life Program in Riyadh**

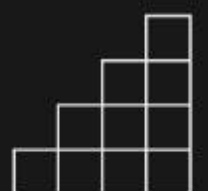














Project Management Plan

1. WORK PROGRAMME

2.1 General

Work program will define the baseline plan and updated plans for completing the works and will identify all intermediate milestones that represent major deliverables. It will allow for progress reporting and support earned value management to evaluate progress payments. All interfaces with other disciplines will be clearly identified on work program.

2.2 Program Format

Work program will be produced utilizing Windows-based Oracle Primavera P6 Project Management tool. Planning, scheduling and reporting of the work will be performed by employing the Critical Path Method (CPM).

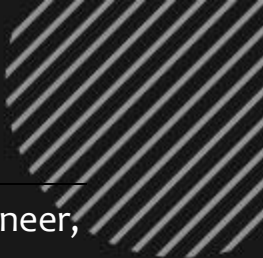
The following items will form the main WBS Structure of the program. The level of detail in the program will support a further breakdown of each item below:

- Key Dates & Milestones
- Mobilization
- Design & Engineering
- Procurement
- Construction
- Test & Commissioning

The time for all submissions, reviews and approvals will be clearly indicated in the work program.

The description of work by activity and activity code will contain the specific type of work to be done and the physical area of the work to which it pertains. Activity boundaries will be easily measurable, and descriptions will be clear.

In addition to and separate from WBS coding, each activity will be coded to show the phase of the work (design, procurement, installation, etc.), the party



responsible for the work (contractor, sub-contractor, employer, engineer, etc.) and the physical location of the work (area, level, etc.).

With the exception of level of effort activities and long lead material item activities, activity duration over 30 working days will be kept to a minimum. Activity numbering scheme will help identifying by location and responsibility.

Each activity will be resource and cost loaded. Resource and cost dictionaries will be provided prior to the preparation of the program. Resources will include manpower, equipment and material availability, as appropriate.

2.3 Program Submissions and Review


Work program submissions will comprise Preliminary Program, Baseline Program, Progress Program, Look-Ahead Program and Recovery Program submissions. A narrative will accompany all program submissions.

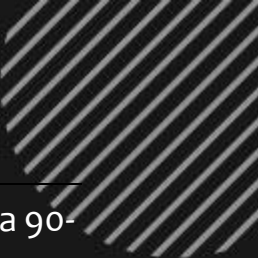
Preliminary program will be submitted shortly after the execution of the contract agreement and will cover the entire duration of contract. This program will be used for progress monitoring while the baseline program for the entire contract is developed.

The baseline program will be a detailed program including a narrative, cost-curve and man-loading curve developed using the critical path method (CPM). It will represent the execution plan for the work from the date of award onward. The baseline program will be submitted within the specified time period after the execution of contract agreement.

Following the approved baseline program, progress programs will be updated and submitted once a month. The progress program will be used to confirm the physical percent completed, to analyze delays and impacts using Time Impact Analysis (TIA). Progress program will help in determining whether a recovery program will be required.

A detailed look-ahead program showing specific activities scheduled for the 3 weeks from the preparation date and activities in the previous week will





be prepared for presentation at weekly progress meetings. In addition, a 90-day rolling window program will be updated and presented weekly to highlight milestones, submittals and critical path activities.

In case certain activities shown on the progress program fail behind schedule to the extent that any of the mandatory critical dates or milestone completion dates are at risk of being delayed, a supplementary recovery program will be prepared to regain compliance with the last previously approved progress program.

All programs will be reviewed and approved by the Engineer. The review period of the Engineer will be as indicated in project specifications.

2.4 Narratives

The narratives provided with programs will include planned and actual progress, critical path progress and concerns, potential delays, submittal status, earned value and variances. These will be stand-alone documents and will not require their corresponding programs to be attached in order to understand the narrative.


3 MOBILIZATION & ORGANIZATION

3.1 Mobilization

Mobilization activities will be initiated following the execution of sub-contract agreement with the Contractor and will be performed according to the instructions and Site Logistics Plan of the Contractor. A mobilization plan will be prepared and mobilization activities will be executed accordingly.

3.2 Site Facilities

First phase of mobilization will be site facilities establishment. The space requirements for site offices, field offices, canteens, worker dormitories, tanks, sanitation facilities, warehouses and workshops will be determined and locations of these facilities will be fixed according to site logistics plan. These facilities will be procured and installed/constructed in specified locations.



3.3 Temporary Services/Installations

Following facility establishment, temporary installations will be constructed. These installations will cover water supply, sanitary installations, electrical services & lighting, temperature control, telephone & data communication and fire prevention.

Under the scope of water supply works, potable water will be made available to site facilities and to specific areas on site to allow easy access for workers. Sufficient quantity of water will be supplied for construction works to meet peak site demands and fire fighting requirements.

Sufficient number of site sanitary facilities will be made readily available by conserving the ratio of facility per worker specified for the project. A temporary sewer drainage system will be constructed for site offices, site toilets, washrooms, catering facilities and other waste generating facilities. Sewer drainage system will be connected either to mains sewer system, or septic tanks will be installed.

Temporary electrical service network will be constructed to serve site facilities and construction works. Power requirements will be calculated prior to the start of works, and power distribution equipment and materials will be determined, procured and installed to meet peak power demands of site facilities and construction works. Sufficient lighting will be provided to illuminate site facilities and work site to allow for work at night, as required.

Site facilities and work site will be supplied with temporary HVAC equipment to maintain interior conditions at optimum temperature and humidity levels to maintain specified conditions for office works, construction operations and to protect materials from damage due to temperature and humidity.

Direct telephone and data communication service will be provided to site facilities. Hydrants, hoses and extinguishers will be made available in specified locations to minimize and mitigate the possibility of fire.

3.4 Fit-Out Works

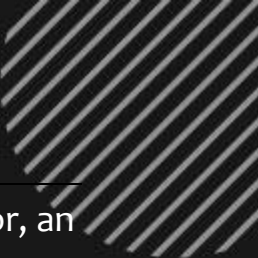
Once the installations of site facilities and temporary services are completed, fit-out works for site facilities will be performed. A fit-out plan will be prepared for each facility. Furniture, equipment, fittings, devices, etc. requirements will be listed. These materials will be procured and installed in place in line with the mobilization plan.

Facility fit-out will allow for a suitable working environment to execute office works. Office environment will be designed to provide easy access of staff to relevant persons and devices. Meeting rooms of different size will be established and will be equipped with necessary devices. Sufficient number of electronic devices such as computers, plotters, scanners, copiers, etc. will be provided to carry out office works. Storage areas will be equipped in a way that the stored materials would be easily identified and accessed.

3.5 Organization


Project management team will be composed of members with the necessary skills and will be in sufficient number to carry out the works defined in Section 1.2 - Scope of Works. Special attention will be given to the responsibility for coordination, scheduling, engineering, design review & shop drawing production, timely preparation of submittals, method statements and other technical work, inspection & testing, health safety and environmental performance, procurement, commissioning, take-over and closeout. The management team will have the full authority necessary to execute the works to a satisfactory completion.




The management team will have sufficient experience in the satisfactory completion of similar works of similar magnitude. The ratio of general labor to skilled labor, of skilled labor to supervisors, and of supervisors to management will be such that the pass down effect of knowledge, experience, policies and procedures would result in an effective work force that can perform the work on time with a level of required quality.



Following the execution of sub-contract agreement with the Contractor, an initial organization chart will be submitted to the Contractor. This chart will be updated as the project progresses.

The project management team will have the following capabilities:

- Prepare and maintain a work program and resolve project related issues
 - Establish HSE policies, procedures and activities and provide a safe and healthy project working environment
 - Prepare and provide samples, presentations and mock-ups for review and approval in a satisfactory, professional and timely manner according to the program
 - Prepare and submit all submittals in a timely manner according to the program to ensure timely completion of project
 - Prepare and perform procurement in a satisfactory, professional and timely manner according to the program
 - Coordinate activities of suppliers to ensure timely deliveries for installation
 - Coordinate MEP construction activities to ensure the availability of required supervisory, skilled manpower and adequate construction labor to maintain the project programme Coordinate necessary inspections with relevant parties as required for the progress of works Participate in project meetings to review the progress of construction, and identify and resolve outstanding construction related issues
 - Prepare and submit weekly, monthly progress reports and other progress, status and technical reports and submit these to the Contractor, as required
 - Coordinate and/or perform all required inspection and testing for quality control, pre-commissioning and other performance of work, and maintain a record of tests and inspections Maintain an accurate and up-to-date record of as-built documentation
 - Observe the work for compliance with technical specifications, maintain a list of observed
 - deficiencies and report corrective measures to the Contractor
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- Assemble as-built and record documents and submit these to the Contractor
 - Prepare a written report upon systems and sub-systems and submit to the Contractor
 - Participate in system inspections, testing, pre-functional preparation and start-up sessions and
 - make corrections listed in the punch list prepared by the Contractor
 - Cooperate with the commissioning team and provide all labor, materials, equipment and personnel expertise in compliance with specifications.
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4 SUBMITTALS

4.1 Submittal Register

Subsequent to the execution of sub-contract agreement with the Contractor, a submittal register identifying submittal number and description of each submittal required for the project will be prepared and submitted to the Contractor. This register will support the necessary dates of work program and will indicate date of submission, review time, approximate date of return and type of submission.

The following main submittal groups will comprise the submittal register:

- Quality Assurance & Quality Control Plans
- Health and Safety Plan
- Engineering Calculations and Shop Drawings
- Material Approval Requests
- Work Method Statements
- Inspection, Test Plans

4.2 Submittal Classification

Submittals will be classified as action submittals and information submittals. Action submittals will be those submittals for which the approval of the Engineer will be required. These submittals will be the submittals listed in submittal register.

Engineer's approval will not be required for information submittals. The Engineer may respond to these with comments or may request additional information. Information submittals will include, but will not limited to, the following: Design data, manufacturer's data/instructions, certificates, test and inspection records, logs (correspondence log, RFI log, etc.), quality and HSE records, material procurement status reports, weekly-monthly reports, and other specific information requested by the Contractor and the Engineer.

4.3 Submittal, Review & Approval

All submittals will be transmitted to the Engineer according to the approved work programme and in the format indicated in specifications.

Each submittal will be packaged separately. Hard copies and soft copies of each submittal will be transmitted using the specified transmittal form/letter. The Engineer will review the initial submission within the time period specified. The Engineer's response will include one of the following marks described below:

- No Exception Taken: The work covered by the submittal may proceed.
- Exceptions as Noted Revise and Re-Submit: The submittal is approved only with minor comments that need to be incorporated into the document and issued for work to proceed. The document is re-submitted for record.
- Revise and Re-Submit: Work covered by the submittal shall not proceed. The submittal is revised and re-submitted according to the Engineer's notations and corrections.
- Rejected: A new submittal complying with the specifications is prepared.

In case of revise and re-submit, all revised content will be clearly marked and identified in re-submittals. The review times of re-submittals and second re-submittals will be as indicated in project specifications.

5 HEALTH AND SAFETY

5.1 Safety Organization

An organizational structure of safety staff will be provided and maintained on site to effectively implement and manage occupational health and safety. These staff will be engaged solely in safety assurance. Responsibilities and tasks of safety staff will be clearly identified in site specific safety plan.

A safety manager, whose full-time duty will be connected with health and safety aspects of the project, will be appointed. Safety manager and supervisory safety staff will be authorized to take urgent appropriate action to make the site safe and to prevent unsafe working practices.

5.2 Risk Assessment

In order to formulate a site specific and competent safety plan, a detailed risk assessment will be carried out against the scope and nature of the project and the particular site conditions. Risk assessment will be conducted by a qualified and experienced team led by the safety manager.

Risk assessment documentation will contain a comprehensive schedule of all perceived risks and the proposed elimination and mitigation measures to reduce the risk to a minimum.

5.3 Safety Plan

The site specific safety plan will contain the following elements:


- A policy statement declaring that occupational health and safety will be given the highest practical priority.
- An organization chart identifying full-time safety personnel and site staff with particular responsibilities for safety.
- Details of authority given to safety manager and safety staff which would enable them to implement safety procedures on site.
- Details of communication facilities necessary to enable safety staff to communicate efficiently on safety matters with the Contractor's safety personnel.
- Emergency procedures to deal with emergency situations on site.

- Arrangements for training of site staff to enable them to undertake properly their health and safety responsibilities.
- Arrangements for job specific health and safety training of all workers.
- Arrangement to ensure that, at least once a week, all workers will receive a toolbox talk with their supervisor.
- Details of quantity and specification of all necessary safe condition monitoring equipment. The means and frequency, by which safety facilities shall be inspected, tested and maintained. Details of the proposed first aid provisions.
- Details of how, where and by whom the auditable health and safety records will be kept and maintained.
- Details of the arrangements and frequency of site safety inspections.
- A comprehensive health and safety inspection checklist to be used during site safety inspections. Details of internal safety audit scheme to be implemented regarding safety management system and the physical site conditions.
- Detailed procedures covering all health and safety aspects of the works defined in Section 1.2. Scope of Works.

- The safety plan and procedures will be internally reviewed on a continuous basis, will be revised if activities and experiences on site necessitate. Procedures will be revised and/or new procedures will be issued whenever the character or extent of an activity is changed or a new activity of different nature is introduced. Such procedure revisions will be aimed at enhancing the standards of safety being implemented on site.

5.4 Safety Trainings and Meetings

Entire site staff will be given safety health and training to communicate them their health and safety responsibilities. Established health and safety procedures will be explained during these meetings. All workers/visitors will receive a job specific health and safety training before they are allowed to work/visit on site. The records of these training will be kept for audit purposes.



At least once a week, a toolbox meeting will be given to workers by safety supervisors. The names of attendants will be noted on the toolbox talk form and will be initialed by all attendants. The records of toolbox meetings will be kept for audit purposes.

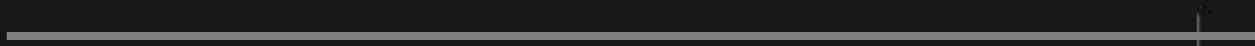
Senior safety and site staff will participate in site safety meetings established by the Contractor, to be held at least once a month. Necessary actions will be taken according to the instructions of the Contractor recorded on minutes of this meeting.

5.5 Safety Documentation

Safety related documentation will cover records of training, meetings, inspections, audits, injuries, dangerous occurrences, safety violations, stop orders, notices of non-compliance. All safety documentation will be kept at site office in a readily accessible location.

Safety staff will maintain a site safety diary to comprehensively record all matters pertaining to safety. In case of safety violations, non-compliance notices will be issued and procedures for rectifying these violations will be established.

A comprehensive safety report will be prepared each month. This report will address all relevant aspects of occupational health and safety.



6 QUALITY ASSURANCE

6.1 Quality Assurance Plan

Following the execution of sub-contract agreement with the Contractor, a site specific quality assurance plan will be prepared and submitted to the Contractor. This quality assurance plan will represent the means by which the execution of the works in compliance with the project specifications is assured.

The quality management system defined in quality assurance plan will cover all construction operations including all on-site and off-site fabrication and installation works, and will include the controls to be implemented to meet the project specifications. Quality management organization chart will be prepared to identify project organization responsible for managing, performing and verifying the project works.

The quality assurance plan will:

- Cover the relevant phases of the contract (design, procurement, construction, test and commissioning)
- Identify the hierarchy of quality management system documentation
- Describe the relationships with the Contractor, suppliers and other sub-contractors
- Include and activity, responsibility and procedure matrix
- List procedures for activities relevant to the project
- Allow for external audits by the Contractor and/or Engineer Identify quality system audit procedures
- Include internal and external audit plans and schedules
- Specify procedures to rectify non-conformances raised
- Allow for regular management reviews of the quality assurance program
- Identify quality related key performance indicators and how they will be measured

6.2 Quality Procedures and Processes

The project quality management system will be supported by quality procedures, method statements and inspection and test plans and generated records.

The primary activities addressed by the quality procedures to be implemented will be:

- Preparation of quality plan for design, procurement, manufacturing and quality control
- Preparation of quality plans for special purposes in accordance with the relevant standards
- Document control
- Design control including verification and approval
- Material requisitions and purchase orders in accordance with approved specifications
- Quality verification reviews
- Control and calibration of measuring test and equipment
- Monitoring the activities of staff and suppliers to ensure their compliance with specifications
- Administrating non-conformances and reporting them to the Contractor
- Preparation of daily, weekly and monthly reports of quality issues


Quality assurance plan and quality procedures will be issued to the Contractor for review and approval before the relevant works will start.

6.3 Organization & Resources

An organization chart identifying all personnel responsible for the key quality assurance activities will be prepared and submitted to the Contractor. This chart will also show the reporting structure of the key personnel.

Adequate resources will be provided to fulfill the requirements of quality management system. The personnel will possess the qualifications and competencies to carry out the specified tasks.

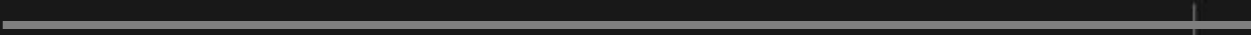
Regular and appropriate training will be given to all personnel involved in the operation of quality management system to ensure their competence to do



their work. The records of these training will be maintained for audit purposes.

6.4 Quality Assurance Documentation

Appropriate records will be prepared to demonstrate compliance with project specifications. These records will include the implementation of effective controls to ensure that checking, review, inspection and testing of the works. The originals of quality assurance records will be stored and maintained in a suitable environment on site and will be readily available for review and audit by the Contractor.



7 DESIGN WORKS

7.1 Design Review

The first phase of design works will be review of tender calculations and drawings. During this phase, tender design documents will be examined thoroughly. After review is completed, the issues of concern regarding design, if any, will be communicated to Contractor for information. Uncertain points will also be communicated to Contractor via RFI (request for information) before proceeding with shop drawing production.

7.2 Shop Drawing Production

The list of engineering calculations and shop drawings will be submitted by submittal register at the beginning of the project, Submittal Register. The design drawings to be submitted will cover the following main groups: (Drawing list to be included)

7.3 Design Drawing Format

All design drawings will be prepared using AutoCAD software, and will conform with the CADD standards of the project.


The design drawings will be prepared on a scale designated in project specifications. The legends, zymology and abbreviations will conform to the common conventions specified for the project. Specification instructions for life styles, layering, layer colors and line weights will be honored.

Drawings will be named according to the file naming conventions, with the appropriate discipline code, drawing type code, sheet type code and revision numbering.

7.4 Design Drawing Submissions

Design drawings will be produced and submitted for coordination to the Contractor in compliance with the work program. Hard copies will be on A1 size format, electronic copies will be submitted on CD in original and PDF format.

If the Contractor requests revisions/corrections after coordination review, the design drawings will be revised and re-submitted to the contractor before the Contractor's submittal to the Engineer.



After review of the Engineer, shop drawings returned as "Revise and Resubmit" or "Rejected" will be revised according to the instructions of the Contractor. These drawings will be re-submitted to the contractor within the specified period of revision. Only approved shop drawings will be copied and will be distributed to site staff.


8 MATERIAL APPROVAL REQUESTS

Following the execution of sub-contract agreement with the Contractor, the list of materials, for which AQC CO. will be responsible to procure, will be prepared. This list will be submitted to the Contractor in submittal register as explained in Section 4.1 - Submittal Register.

8.1 Compliance Matrix


The technical specifications for each material listed in submittal register will be examined thoroughly and a compliance matrix table will be prepared for each material. The compliance matrix table will provide a paragraph by paragraph comparison between the specification and the proposed equipment. The compliance matrix will state the compliance conditions as "Noted (N)", "Full Compliance (C)", "Partial Compliance with Remarks (PC)" and "Non-Compliance (NC)". Substantiating documentation will be referenced in the compliance matrix table.

8.2 Material/Supplier Selection



Using the compliance matrix, different brands satisfying the technical specifications of the material will be searched by technical staff. The selected brands will have the indicated qualities related to type, function, dimension, in-service performance, physical properties, appearance and other characteristics that are equal to or that exceed the requirements of specifications. A list of brands fulfilling the technical requirements will be prepared and communicated to procurement staff.

Procurement staff will review the brand list and will search for suppliers providing the materials of determined brand. During this process, the supplier list approved by the Employer will be taken into account. Commercial offers of the suppliers will be collected. The most economically advantageous offers will be selected for submittal.



8.3 Material Submissions

Material submissions will be made according to the approved work program and submittal register. The documents required for material submittal will be collected from the selected suppliers, and material submittal file will be prepared.

Material submittal files will contain a material approval request form and the necessary documentation showing compliance with the specifications. In case sample submission is requested by the Engineer, samples of proposed materials will accompany the submittal files.

The following documents will be included in submittal files: Product Data Sheet

- Compliance Matrix Table
- Statement of Compliance with Specified Standards
- Material Test Reports (certified third party tests)
- Management System Certificates
- Manufacturer's/Supplier's References

After review of the Engineer, material approval requests returned as “Revised and Resubmit” or “Rejected” will be revised according to the instructions of the Contractor. These drawings will be re-submitted to the contractor within the specified period of revision.

9 MATERIAL PROCUREMENT & STORAGE

9.1 Procurement Planning

Material procurement works will be executed according to approved work program. The work program will reveal the dates of purchase order, material fabrication, transportation & customs and on-site delivery for each material group. These dates will be extracted from the work program and will be communicated to procurement staff as procurement plan.

This material resources loaded on the work program will be the basis in determination of monthly material requirements. A material requirement plan for each material group will be prepared and procurement staff will use this plan as a reference in establishing long term procurement agreements.

The procurement plan and the material requirement plan will be updated monthly, so that the procurement staff will be able to arrange their agreements to ensure that the materials will be available on site according to the work program and in required quantities.

9.2 Material Requests

Material requests will be placed by technical office staff in accordance with the work program. The quantities of materials will be calculated from approved shop drawings, and a material request form will be arranged. The time of delivery will be indicated on material request form. Any kind of relevant drawings, schemes, specifications, etc. will accompany material requests.

Material requests will be subject to approval of site office management staff. Construction manager and project manager will check the requested materials in terms of quality, quantity and time of delivery. Only after confirmation by them, procurement staff will proceed with the material request.

9.3 Supplier Selection and Purchase Orders

Having received the material requests, site office procurement staff will make a local market survey. The approved suppliers/manufacturers will be searched and quotations of those will be collected. Local purchase alternatives satisfying the specifications will be recorded and the material request will be communicated to head office procurement staff for further processing.

Head office procurement staff will search for additional purchase alternatives other than the local ones. The most economic alternatives satisfying the technical specifications will be determined and communicated to head office management for approval. After review of the alternatives, management will decide on the supplier/manufacturer to proceed with.

Following the approval, procurement staff will make final negotiations with the supplier/manufacturer and a purchase agreement will be made. This agreement will ensure that:


- the production will meet the project specifications
- the materials will be produced in accordance with the work program
- the necessary technical documents of the final product will be prepared
- the packing of the product will conform the project specifications

9.4 Material Fabrication

Following the confirmation of purchase order, material fabrication process will be monitored procurement staff. The status of fabrication process will be reported to the Contractor periodically. In case, additional technical information is requested by the manufacturer, this information will be supplied as possible to ensure the timely production of the materials.

9.5 Transportation & Customs

A logistics consultant will be employed to handle the transportation and customs clearance works. As the fabrication is completed, the materials will



be collected from the supplier's/manufacturer's facilities. The consultant company will complete all necessary transactions and the materials will be shipped. The shipment documents will be submitted to the Contractor for information. As the material arrives at project location, local customs procedures will be handled and delivery of materials to site will be arranged. At each stage, the Contractor will be informed on the status of materials.

9.6 Delivery

The following issues will be taken into account in delivery arrangements:

- Minimizing long-term storage and preventing over-crowding of construction spaces
- Coordinating delivery with the installation time to ensure minimum holding time for sensitive items

The Contractor will be notified of the arranged delivery in advance. The estimated time of delivery, quantity and volume of delivery, packing conditions and other specific details of the materials will be communicated to the Contractor to allow for making necessary arrangements according to the site logistics plan before materials are delivered.


As the materials are delivered on-site, a request for inspection will be submitted to the Contractor for testing of delivered materials. The Contractor's representatives will check the material and the compliance of the delivered materials with project specifications will be verified. Any damages on materials will be inspected. An inspection & test record will be prepared for the delivered materials.




9.7 Storage

Following the acceptance of material by the contractor, the material will be unloaded, handled and stored at locations specified in site logistics plan. The storage locations will be of two types: enclosed warehouses and exterior storage areas.

Warehouses will be utilized to store sensitive equipment and materials. The temperature and humidity conditions within the stated range in the manufacturer's instructions will be maintained in warehouses. Materials subject to damage will be stored in their original enclosures, loose products will be stored on shelves or in bins or in neat groups of similar items.

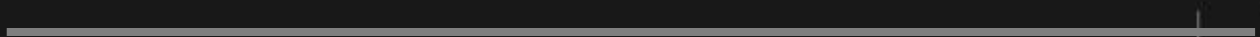




Exterior storage areas will be assigned to store materials & equipment which are robust or difficult to handle. Substantial platforms will be provided to support materials above ground to avoid possible damages on exterior storages. Surface drainage will be adequate to prevent ponding of water along equipment bases. Loose materials will be stored on clean solid surface.

The storage locations will be arranged and maintained in such a way that the:

- Stores materials will be easily identifiable.
- Access areas for inspection and handling of stored materials will be available.
- Storage conditions will meet the instructions of the manufacturer
- Stored materials will be safe against fire and theft
- Warning signs for hazardous and flammable materials will be provided.
- Stored materials will not endanger the permanent works.



10 FACTORY ACCEPTANCE

Factory acceptance tests will be arranged and conducted for the systems specified in sub-contract agreement. The contractor and the subcontractor will fulfill their responsibilities related with factory acceptance testing according to the sub-contract agreement. Specified features and performance criteria of the equipment will be demonstrated during these tests. The tests will be conducted at manufacturer's production facilities.

After sufficient quantity of equipment is produced to demonstrate and test the system, factory acceptance test will be scheduled. Items to be tested will be set-up and performance of the system will be verified prior to testing. The following information will be submitted to the contractor prior to testing:

- Models and quantities of equipment to be tested.
- Block diagrams of configuration
- Plan for stimulation of installed conditions
- Forms to be used to record data during testing

Equipment will be actual materials/equipment or identical models of materials/equipment to those designated to be delivered and installed on site.

Test setup equipment will include:

- Operator equipment associated with the system
- Software associated with the system
- Console equipment
- Sufficient signal transmission media and accessories to provide a fully integrated model
- Field processors required for the system.

Complete computer software package and equipment of the system will be tested and performance of the system will be verified. The performance criteria will be functionality, system capacity, hardware interaction, hardware and software interaction and report generation.

Systems will be accepted by testing parties if the performance of the system equals or exceeds the criteria stated in specifications. After completion of the test, all equipment will be re-packed to be delivered to site for installation.

11 MOCKUP WORKS

Mockup areas will be designed, constructed and populated with mockups to demonstrate:

- The physical nature of the material and systems
- Construction methods and techniques
- Quality of the work.

Mockups will be of three types: Prototype mockups, visual mockups and in-place (technical) mockups.

Prototype mockups will be located in manufacturer's production facilities and will be used for testing purposes. Visual mockups will allow for verifying material, color and interface details between elements.

These mockups will be located within specified mockup facility or within a staging area on building site. In-place mockups will be used for verification of workmanship of installation. Approved in-place mockups will be part of the permanent works.

The execution and workmanship of the following points will be checked during mockups inspection:

- Interface between different materials
- Interface between different trade packages
- Interface at the corners and joints
- Materials fixed to substrate materials.

12 CONSTRUCTION WORK

12.1 General

MEP Construction works will cover the mechanical, electrical, plumbing, fire protection and ELV system works stated in Section 1.2-Scope of works.

Prior to the start of construction works, approval of relevant method statements and inspection & test plans will be ensured.

All safety, measure will be taken to allow for safe working conditions on site. Periodic toolbox meetings will be held at site to inform the workers on safety issues. HSE manuals will be available to all workers. Safety conditions will be monitored on-site daily. Any adverse condition that may involve risk to workers will be communicated to the Contractor, and necessary actions will be taken according to the Contractor's instructions.

12.2 Direct Manpower Employment

Construction works will be executed with company's own labor resources, sub-contractors will not be employed for these works.

A direct manpower plan will be prepared according to work program, and the workers will be employed in conformance with this plan. Procedures for bringing direct manpower on site will be handled in a way to assure that the required number of workers with required qualifications will be available on site prior to the construction works.

As the human resources procedures are initiated, the Contractor will be provided any required information on the workers to be employed.

12.3 Site Team Organization

Construction managers will be assigned for electrical and mechanical works. Under the supervision of electrical construction manager, site managers will be employed for medium/high voltage systems and extra low voltage systems. Mechanical construction manager will be responsible for the supervision and coordination of mechanical, plumbing and fire protection sub-disciplines. A site manager will be employed for each of these sub-disciplines. Site engineers, site supervisors and foreman and workers will constitute the site teams working under the supervision of site managers.

12.4 Execution & Coordination of the Works

Having made the materials and manpower available on-site, MEP construction works will begin. Installation will be performed in conformance with the work program, approved shop drawings and method statement.

First Fix MEP Installations

(First fix MEP installations to be detailed)

Second Fix MEP Installations

(Second fix MEP installations to be detailed)

Final Fix MEP Installations

(Final-fix MEP installations to be detailed)

MEP Equipment Installations

(MEP equipment installations to be detailed)

13 PROGRESS REPORTING & MEETINGS

13.1 Monthly Progress Report

Monthly project progress report will be prepared and submitted to the Contractor within seven days of the last day in the period being reported. This report will demonstrate mainly the current status of progress and planning, safety, quality and other components associated with the project and execution of the works.

Monthly progress reports will cover the following items:

- Progress Overview
- Health, Safety, Environment & Security
- Organization Chart
- Procurement Progress
- Construction Progress
- Meetings and Workshops
- Technical Submittals (Material submittals, shop drawings, method statement, and other technical submittals)
- RFI Summary Variations
- Quality Assurance Data (Deficiency reports, corrective action reports, non-conformance reports)
- Work Program Progress
- Construction Manpower and Equipment Data
- Budget Status
- Issues and Solutions
- Testing and Commissioning Activities
- Project Close-Out Data
- Tables, Graphs, Photographs Depicting the Status of Works

13.2 Project Meetings

Upon request of the Contractor, relevant staff will attend the programming meetings, progress meetings, HSE meeting and special meetings together with the Contractor staff. The documentation required for the meetings will be prepared and submitted to the Contractor prior to the meeting.

14 QUALITY CONTROL & TESTING

14.1 Quality Control Plan

A quality control plan providing detailed description of procedures, instructions and reports, which will be used to ensure compliance with project specifications, will be prepared. Construction works will not be started before the quality control plan is approved.

The quality control plan will include the following:

- Organization chart identifying all personnel responsible for quality control
- Procedures for reviewing shop drawings, samples, certificates and other submittals necessary for compliance with project specifications
- Procedures used to ensure compliance with project specifications, as well as problem identification, reporting and resolution
- Test and inspection schedule keyed to the construction program.
- Document and submittal control procedures
- Procedures to identify and control of materials
- Sample forms to be used
- Quality control plan will be submitted and approved

14.2 Quality Control Organization

A QA/QC supervisor will be appointed to organize and coordinate quality control of MEP works. Under the supervision and control of QA/QC manager, QA/QC engineers will be employed for electrical and mechanical works. Site inspectors will monitor the construction activities, and will assist QA/QC engineers in the execution of quality control activities. The staff inspecting and testing special operations like welding will have the experience, training and certification pertinent to the scope, complexity and nature of the activity.

14.3 Inspection & Test Plans

Inspection and test plans will be prepared for each specific work item. Works covered within the scope of inspection and test plan will not begin until the plan is approved. The following will be clearly identified in the ITP:

- All required inspections and tests required by project specifications
- Required testing frequency
- The accept and reject criteria
- Records required for compliance
- Procedures and instructions to be used for control of each activity
- Inspection, witness, hold and test points

Inspection and test plans will be submitted and approved

14.4 Execution of Inspections & Tests

Inspection and testing works will be performed by designated quality control staff. These staff will not be those assigned for performing the works. Approved procedures and instructions will be available to and used by inspection and test personnel at time of inspection or test.

As a representative segment of a particular item is completed, the Contractor will be given written notice of the occurrence of an assigned hold, inspection or test point 24 hours in advance. Prior to inspection and testing, project specifications and approved shop drawings will be reviewed and availability and condition of testing equipment will be checked. All inspections and tests will be conducted in accordance with specified standards. The quality of workmanship will also be checked.

After completion of inspections and tests, results will be reported to the Contractor. Inspection and test records will identify the following:

- Name and quantity of items inspected/tested
- Inspection/test procedure reference
- Observations
- Specified requirements
- Acceptability
- Deviations and non-conformances
- Corrective action
- Evaluation of results

14.5 Non-Conformances

The quality control plan will establish a system to identify, document, control and process of non-conformance. When material, equipment, documentation or performed work does not comply with the requirements of project specifications, a non-conformance report will be prepared and submitted to the contractor and non-conformance procedures will be executed.

Prompt action will be taken to identify the causes of each non-conformance and corrective action necessary to prevent recurrence.

The following information will be provided to the Contractor for non-conformances:

- Identification of non-conformance
- Description of non-conformance
- Evaluation of non-conformance to establish the cause
- Recommended corrective action
- Date non-conformance is identified
- Date corrective action is completed

Each non-conforming item will be clearly identified with a distinguishing status tag. Tagged items will not be covered until the Contractor's approval of non-conformance and corrective action.

A non-conformance log will be developed and maintained to track all non-conformances. Statistical techniques will be employed to identify non-conformance trends. Preventive measures will be proposed, and their effectiveness will be closely monitored.

14.6 Quality Control Reports and Audits

Monthly quality control reports will be prepared and submitted to the Contractor. These reports will be comprehensive and it will include all quality control activities for the works.

Regularly scheduled internal audits will be performed to verify quality control procedures and to ensure compliance with project specifications. The results of audits will be maintained as quality records and will be available to the Contractor upon request.

15 COMMISSIONING

As the construction works are completed, commissioning works will be performed to ensure that all equipment and systems perform as individual systems and function interactively with other systems according to the project specifications.

15.1 Commissioning Team

MEP commissioning team will consist of Commissioning Authority, the Engineer, the Designer, the Contractor, AQC CO. as the MEP subcontractor, the suppliers (if required), the Employer and ultimate owners and operators. The commissioning team will be responsible for witnessing and verifying start-up, pre-functional check-out and functional performance tests.

The names and curriculum vitae of individuals proposed to participate in the commissioning team will be submitted to the Contractor for review and approval.


15.2 Commissioning Plan

An MEP commissioning plan detailing the execution of the overall commissioning objective will be prepared with the Contractor. This plan will include the detailed descriptions of:

- Commissioning process
- Tests and demonstrations
- Acceptance criteria
- Related test forms
- Phased commissioning schedule
- Training process
- Operation and maintenance manuals
- Post commissioning activities
- Required safety measures

15.3 Commissioning Meetings

Commissioning will begin with an initial commissioning meeting conducted by the Engineer and the Commissioning Authority. The commissioning process will be reviewed by the commissioning team during this meeting.



The Engineer will also schedule progress meetings for commissioning works. The commissioning plan development, progress of tests, coordination and planning issues will be reviewed during these meetings.

15.4 Scope of Commissioning

(The equipment and systems to be commissioned to be detailed)

15.5 Commissioning Preliminaries

Tools and equipment used to inspect, test and commission each operational element of the work will be provided in sufficient quantities before the commissioning process is initiated. All testing equipment will be calibrated. The following documents will be prepared and approved by the Engineer prior to commissioning:


- Detailed commissioning plan
- Phased commissioning schedule
- Demonstration and training plan
- Draft copies of operation and maintenance manuals
- Checklists and forms for testing
- As-built drawings


15.6 Execution of Commissioning Works

The first phase of commissioning will be pre-functional testing and start-up. Prior to the start of pre-functional testing, adjusting and balancing works of equipment will be completed. Pre-functional checklists will be prepared for testing the components of a system. These checklists will aid in static inspections of equipment and in preparation of equipment for initial operation.

Pre-functional tests will be carried out according to the procedures documented and approved by the Engineer. The test data will be recorded at each step of testing and test results will be reported to the Engineer. A punch list for pre-functional testing will be prepared according to the test results. The deficiencies listed in the punch list will be corrected before the start of functional performance testing.

After successful completion of pre-functional tests and start-up, functional performance testing will be executed. The proper and integrated operation of systems according to project specifications will be demonstrated and verified during functional testing.





Functional performance tests will be carried out according to the procedures developed and approved by the Engineer. Systems will be tested under various modes such as during low cooling loads, high loads, pressure loads, component failures, unoccupied, varying air temperatures, fire alarm, power failure, etc. During the testing process, areas of deficient performance will be identified and recorded in the punch list. Items of non-compliance in material, installation and setup will be corrected and re-tested.

The commissioning team will provide the Engineer with monthly commissioning reports. The progress report will contain an update of commissioning schedule, progress of commissioning activities and the new/outstanding deficiencies to be corrected.

After successful completion of commissioning works, final commissioning report will be prepared and submitted to the Engineer for approval.


16 OPERATION & MAINTENANCE MANUALS

Draft copies of operation and maintenance manuals will be submitted to the Engineer within specified time before substantial completion. After review of engineer, revisions will be made and final copies of these manuals will be submitted within specified time period before substantial completion or training, whichever occurs first.

The manuals will be organized into manageable sizes. The contents will be arranged by division, system, sub-system and equipment.

16.1 Emergency Manuals

The following items will be included in emergency manuals:

- Types of emergency for each system, sub-system, equipment and component
 - Emergency instructions describing warnings, trouble indications, error messages
 - Emergency procedures including instructions on stopping, shutdown instructions, operating instructions
- 

16.2 Operation Manuals

The following items will be included in operation manuals:

- System, sub-system and equipment descriptions
- Safety instructions and related issues
- Operating standards, procedures and logs
- Wiring diagrams, control diagrams, piped system diagrams
- Precautions against improper use
- Material safety data sheets

16.3 Maintenance Manuals

The following items will be included in maintenance manuals:

- Source information
- Product information
- Maintenance and repair procedures
- Repair materials and sources
- Spare parts list
- Schedule of equipment and locations
- Warranties

17 DEMONSTRATION & TRAINING

An instructional program of demonstration and testing will be prepared. This program will include schedule of dates, times, length of instruction times, course contents and instructor's information for each training module. The qualifications, capabilities and experience of instructors will be submitted together with the instructional program. Instruction schedule will be coordinated with participants' operations.

The instruction program will include training on each system, sub-system and equipment. The training modules will mainly cover the following:

(Training modules to be detailed)

The teaching outline of the training modules will be:

- Basis of System Design, Operational Requirements and Criteria
- Available Documentation (Manuals, Warranties, etc.)
- Emergency Situations
- Operating Procedures
- System/Equipment Adjustments
- Troubleshooting
- Maintenance
- Repairs

18 PROJECT CLOSE-OUT

18.1 Substantial Completion

The following works will be completed prior to substantial completion:

Inspection and Declaration: The completed works will be inspected with the Contractor and the Engineer, deficiencies and defects will be identified. The deficiencies will be repaired as required to conform to the project specifications. Then, a written certificate will be submitted to the Engineer to state that the works are complete and ready for final inspection.

Operation and Maintenance Manuals: Operation and maintenance manuals will be delivered to the Engineer as described in Section.17. Training sessions will be completed as required.

Project Close-Out Manual: A project close-out manual will be prepared. This manual will include the following items:

- Drawings
- Specifications
- Change orders and modifications to the Contract
- Product data
- Field test records
- Inspection certificates
- Manufacturer's certificates
- Final site survey certificates, certifying that the completed works are in conformance with the project specifications

As-Built Drawings: As-built drawings, technical specifications and schedule of electrical and mechanical equipment will be provided.

Close-Out Materials: Spare parts for the installed systems/equipment will be provided as per the Contract requirements.

Final Cleaning: Final cleaning works will be completed prior to substantial completion. The following cleaning operations will be executed during final cleaning:

- Site cleaning in areas disturbed by MEP construction activities
- Removal of equipment, tools and surplus material from project site

- Removal of debris and surface dust from limited access spaces such as shafts
- Removal of temporary labels not required to remain
- Cleaning of surfaces of equipment, removal of excess lubrication
- Cleaning of equipment and fixtures to a sanitary conditions
- Cleaning of lighting fixtures to function with full efficiency
- Cleaning of permanent filters of HVAC equipment
- Cleaning of electrical and mechanical equipment, top of pipes, ducts, equipment, etc.

As the above explained works are completed as per the Contract requirements, Taking over Certificate will be issued on substantial completion. This certificate will include a snag list of items to be completed or corrected during the defects liability period.

18.2 Contract Completion

The items listed in snag list will be completed or corrected within the defects liability period. A written request will be submitted to the Engineer for the final inspection for the Contract completion. Upon final inspection and approval of the Engineer, the Contract completion will take place.

Quality Assurance System Plan

1 Company's quality assurance system certificates

1.1 Management System according to ISO 14001:2004

1.2 Management System according to ISO 9001:2008

2 Quality assurance system plan

2.1 GENERAL

This document has been prepared to meet the quality assurance/quality control requirements for construction and to determine the quality rules and applications of the work which will be conducted during the project.

All the worksite applications including installation and testing and all the office processes are in the scope of this document.

2.2 APPLICATION

Objective of this document is to specify the quality assurance and quality control applications of AQC CO. Electrical & Mechanical Project Contracting.

2.3 QUALITY POLICY

As AQC CO. EST. Project Contracting, we believe that;
Quality means satisfaction for all parties...

We meet needs, and aim to go beyond their expectations, with services we provide. We firmly believe that employees are the key to success, and we intend to satisfy them with effective management communication and training opportunities.

We're aware of how our subcontractors play a major role in our success so, we care about their satisfaction.

Quality means conformity...

We conform to all legal requirements, including work safety and environment protection, in every field we're operating. With our highly competent employees, we keep our processes under control at every level, and so minimize the possibilities of non-conformity.

Quality means protection of the employees, and of the environment...

We ensure the safety of all parties affected by our operations and services by providing safe conditions at workplaces and to minimize accident risk.

Quality means continuous improvement...

Acting on the principle of continuous improvement, we take it as a duty to pioneer in every field we're operating, and to imagine the future.

We monitor, evaluate, and continuously improve our work, services, and employees.

3 NORMATIVE REFERENCES

This QA/QC Plan is prepared based on:
ISO 9001:2008 Quality Management System

3.1 Scope of Work

Main Works will include mechanical, electrical, plumbing, fire protection and extra low voltage system installations.

3.2 Electrical Installations

Electrical installations consist of two parts: Medium Voltage Distribution & Low Voltage Distribution.

The first part is the Medium Voltage (MV) distribution with MV Switchgears.

The second part is the installation of the Low Voltage (LV) distribution and containment. 07 LV Distribution Panels are arranged with 07 transformer configurations. The installation will include diesel fed generators serving the LV Distribution panel 01 & 07.

3.3 Plumbing Installations

The building plumbing installation includes water tanks and booster pumps at the two locations. The break rooms/pantry, toilets and cleaner rooms are provided with instantaneous electric hot water heaters at the point of use. Drainage, waste and rainwater pipe work is arranged with conventional gravity drainage for the core areas and with drainage for the main processor.

3.4 Fire Protection Installations

There must be a fire engineering strategy that includes for the installation of an automatic fire alarm system in the entire site. Several specialized fire detection systems are incorporated including aspiration and video smoke detection. The building fire protection system is a combination wet standpipe and sprinkler system.

3.5 Extra Low Voltage (ELV) Installations

ELV installations include Fire Alarm System, Access Control System, CCTV system and Voice & Data system. All the systems is for only four cores of the building, car park area and basement area.

3.5.1 Other Definitions

Audit: A systematic and independent examination of activities to determine whether they comply with planned arrangements and whether these arrangements are implemented effectively and are suitable to achieve documented objectives.

Calibration: The process by which measurement and test equipment are checked for accuracy by being compared to known standards.

Controlled Copy: The reproduction of a document, which is distributed via a controlled system that assures maintenance to the Latest revision.

Nonconformance: A deficiency of a characteristic or a failure to adhere to documented procedures, which may render the quality of a product or service unacceptable or indeterminate.

Procedure: A document that describes specifically how an activity is to be performed. It may include methods to be used, equipment to be used and sequence of operations.

Process: A set of interrelated resources and activities, which transforms inputs into outputs.

Quality Assurance: The activity of providing the evidence needed to establish confidence among all concerned that the quality function is being effectively performed.

Quality Control: Inspection, test or examination techniques used to ensure that materials, products or services conform to specified requirements.

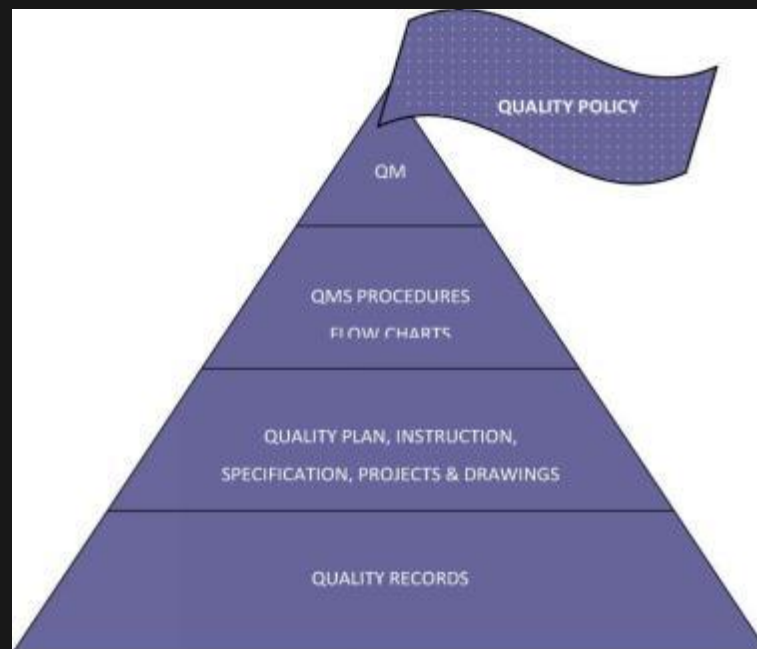
Quality Management System: The organizational structure, responsibilities, procedures, processes and resources necessary to effectively manage the quality function.

Quality Plan: Specifies requirements for the quality control, documentation and traceability for a product or group of products.

4 QUALITY MANAGEMENT SYSTEM

4.1 GENERAL

Issue and amendment control will be performed according to Document and Record Control Procedure. Quality management system is structured as below defined.



Document preparation and revisions are performed by the relevant responsible. They are also responsible to ensure that prepared documents conform to specification, codes, agreement and legal regulations including ISO 9001:2008 Standard and in-house QMS requirements.

4.2 DOCUMENTATION REQUIREMENTS

4.2.1 Purpose

The purpose of Document and Record Control Procedure is to set forth the principles for preparing the documents within the scope of quality system. In this way, it shall be possible to implement, define, review, approve, publish and amend the documents appropriately. Another purpose of this procedure is to develop a consistent method related to definition, collection, indexing, filing, access, storage and removal of quality records created based on the installed system.

4.2.2 Scope

Document and Record Control procedure applies to all the documentation that may be subject to revision.

These documents include, but are not limited to:

-QA/QC Supervisor is responsible for approving and distributing all the documents and keeping the distribution records.

QA/QC Supervisor is responsible for calling back, discarding all the uncontrolled and invalid documents and keeping a copy of invalid documents.

Purchasing Manager, Project Manager and Construction Manager are responsible for the update follow up, distribution and call back of outsourced documents with technical content and QA/QC Manager for the outsourced documents with quality content.

All the employees are responsible for communicating their requests for document revision / new documents to the relevant department with Document Request / Revision Request Form.

The relevant departments are responsible for making the appropriate changes subject to the consent of the Process Responsible and notifying such changes to the QA/QC Manager.

The person responsible for quality records are indicated in the relevant procedure, work flow and instructions.

Who shall keep various records during their validity periods are defined in the Document / Quality Records Retention Periods Form. The duration to keep such records in file is specified by the relevant Process Responsible, in coordination.

4.2.3 Quality Manual

AQC CO. has established & maintained this quality plan which is a third stage document & defines policies, guidelines of the quality management system & includes the following:


- Scope of quality plan

- Quality system procedures, which describe the activities performed to implement the Quality Management System.

4.2.4 Control of Documents

4.2.4.1 General

Before issued, the documents at AQC CO. are reviewed and approved by the Management Representative/Department Responsible or other relevant



person and issued by Quality Systems Responsible. In this way, it is aimed to prepare documents satisfying the corporate requirements. Before distributed across the company for use, the opinions and approvals of all the involved persons are obtained with respect to the document.

4.2.4.2 Preparation or Revision of Documents

All the employees may communicate their need for new documents or revisions to the relevant department responsible. All such requests are performed in writing using the Document Request / Revision Request Form. If the request is rejected, the reason thereof is noted on the request form and returned to the applicant. Oral requests and communications are made into writing as soon as possible.

Documents revisions as related to the general quality applications are directed to the Quality Systems Responsible. Other requests for revision are notified to the department responsible.

These documents may either be used commonly across AQC CO. EST. or privately used by AQC CO. Electrical Project Contracting. The rules in this respect are defined below.

If AQC CO. is willing to prepare a document for common usage, this document shall bear the EST's logo. If the document is prepared for a group company, and then the logo of the relevant company shall be used.

Quality Management Representative, Quality Systems Responsible and other departments to be assigned by the Management shall be responsible for preparing these documents. The approval and issuance transactions of manuals shall be carried out by the Quality Systems Responsible.

The forms are numbered with the serial number following the relevant procedure / instruction number.

The first form of Document and Record Control Procedure


The documents coding at sites shall be carried out independently from the head office.

Each site shall prepare the documentation specific to the work and they shall conduct the issuance, approval, revision and distribution follow-up of these documents. This coding system eliminates the need for the sites to notify the document changes to HQ Quality Systems Department. Each site prepares, reviews, issues and maintains its specific documentation independently.

The document numbering or coding system will be aligned in accordance with project numbering system Document and Record Control Procedure.

4.2.4.3 Review, Approval and Revisions

The personnel or group in charge of reviews should be able to access to the information to basis for reviews. In case of emergencies, the Quality Management Representative is authorized to make temporary revisions to the documents related to the service or take notes on the document. All such revisions shall be marked for adapting the same to the document after evaluations. Any revisions are notified to the Quality Systems Responsible.



4.2.4.4 Call Back, Filing and Retrieval:

- For referencing purposes, all the documents are kept accessible by the personnel nearby the relevant site.
- Wet signed copies of all the cancelled documents are kept by Quality Systems Responsible. However, they should be apparently marked as "CANCELLED".

4.2.4.5 Retention Duration:

- The document retention period is specified in the Document / Quality Records Retention Periods Form. The retention period for the product-related records should be in accordance.
- All the quality management system documents are reviewed annually with respect to conformity, and a report is furnished to the QA/QC department.

4.2.4.6 Control of Records

- The required quality records matters are kept at AQC CO. in accordance with the ISO 9001:2008.
- All the quality records are kept by relevant departments. Upon expiration of the deadline, stated, for keeping the quality records, the records are removed from the files at the department. During such applications, Document / Quality Records Retention Periods List are used.
- Document control procedures will be the basis for storage, protection and removal of AQC CO. document control applications.

5 MANAGEMENT RESPONSIBILITY

5.1 MANAGEMENT COMMITMENT

The management of AQC CO. is committed to the development & improvement of the Quality Management System by:

- Regular communication to the site staff of the importance of meeting the contractor, regulatory & legal requirements, through quality policy routine instructions & employee meetings.
- Establishment of the quality policy & objectives.
- Performance of management reviews in accordance with management review sections of this Quality Plan.
- Ensuring the availability of necessary resources.

5.2 CUSTOMER FOCUS

AQC CO. Electrical Project Contracting ensures satisfaction by:

- Reviewing contract requirements, Quality Management System & Procedures for compatibility & submit modifications as appropriate.
- Allocation of trained & qualified staff resources to perform project tasks.
- Training personnel as required.
- Performing management reviews & quality audits.
- Establish a program for problem identification & resolving the problem, prevention of any problem.

5.3 PLANNING

5.3.1 Quality Objectives

The top management of AQC CO. has identified the following quality objectives for the project. The objectives are consistent with the policy & relevant to the successful completion of the project.


Attainment of objectives is considered a part of AQC CO. effort for continual improvement.

To ensure that approved practices, procedures, ITPs & audit program are in place & applied throughout all the phases of the project.

To minimize the scrap & rework during the project.

To ensure that safety of the personnel, the facilities & environment have been carefully considered & that the appropriate measure has been implemented.

To ensure that quality requirements are determined & satisfied throughout the phases of contract performance, including as applicable, procurement, construction & pre-commissioning.



To provide proper resources to meet construction schedule.
To provide for early & prompt detection of deficiencies & for timely & effective correction action, in order not to impair schedule.

5.3.2 Quality Management System Planning

The elements that comprise the quality planning process are this Quality Plan, Inspection & Test Plans, Project Organization Charts that prescribe personnel allocations & mobilizations, titles of individuals and the integration of quality improvement initiatives described in paragraphs Management Review & Measurement, Analysis & Improvement.

Planning is conducted to ensure that changes in the quality management system are conducted in a controlled manner & meet customer needs, and aim to go beyond their expectations, with products and services we provide. We firmly believe that employees are the key to success, and we intend to satisfy them with effective management communication and training opportunities.

We're aware of how our subcontractors play a major role in our success, so we care about their satisfaction.

Quality means protection of the employees, and of the environment...

We optimize the use of energy and natural resources, we consider our duty to be responsive to environment as a priority, and we take recycling as an inseparable part of our processes.

We ensure the safety of all parties affected by our operations and services by providing safe conditions at work places, and so minimize accident risk.

Quality means continuous improvement...

Acting on the principle of continuous improvement, we take it as a duty to pioneer in every field we're operating, and to imagine the future.

We monitor, evaluate, and continuously improve our products, services, employees and companies.


5.3.3 Quality Objectives

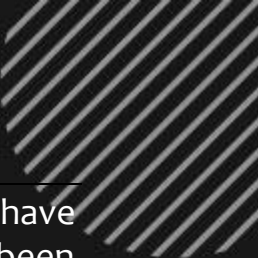
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To ensure that safety of the personnel, the facilities & environment have been carefully considered & that the appropriate measure has been implemented.

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Planning is conducted to ensure that changes in the quality management system are conducted in a controlled manner & the delivery to site.

Site Engineer (SE)

The SE is responsible for coordinating, monitoring and controlling all construction activities and providing regular reports on the progress of the works.

The SE attends site work meetings with the SM and prepares method statements for construction activities. The SE is responsible for activities related with construction, site co-ordination, meetings and manpower.

Administration Manager (ADM)

The ADM is responsible for administration including bank guarantees, insurance policies, cost control, cash flow, employment, invoices, tax and general affairs.

He manages a team of personnel to administer matters relating to financial transactions and personnel affairs.


Document Controller (DC)

The Document Controller is responsible for the receipt, control and distribution, and revision control of all technical documents and drawings pertaining to project.

The DC performs documentation works under supervision staff.

QA/QC Manager (QM)





The QM is responsible for all quality assurance and quality control activities, inspection & test plans, developing test procedures, liaising with procurement personnel concerning inspections of materials and equipment delivered to the site, random tests and inspections, measuring and test equipment, non-conformances, inspections and test records and assisting in commissioning tests and performance tests with the assistance of construction staff.

QA/QC Engineer (QE)

The QE is responsible for coordination and execution of inspection & test procedures, quality documentation and non-conformance procedures. Coordinating with Construction Manager & Site Engineers, the QE carries out material and on-site installation inspections and test. Management Representative

At AQC CO. EST., the General Manager has appointed the Management Representative who is responsible for arranging for the activities related to the quality system. The Management Representative in cooperation with the Quality Systems Responsible organizes the quality activities, reports to the senior management and ensures coordination with other organizations, where required. He ensures processes described in this plan which are required for the quality management system of the project are established, implemented & maintained. The Quality Management will be reporting directly to Project Management as well as General Manager of AQC CO. on the performance of the project quality management system & introduce any required improvement & shall have the following responsibility:

- To establish, implement & maintain procedures required for the Quality Management System.

- To identify, establish, implement & maintain area where procedures /process require improvement.


Internal Communication

5.3.4.1 General

The Management Representative ensures appropriate communication processes are established throughout the organization and that communication takes place with regards to the quality management system.

- At defined intervals & occasions the employer's requirements are discussed and communicated to all responsible personnel to increase their commitment in meeting these requirements.

- Every month a coordination meeting is conducted involving procurement, construction, QA/QC & members of the management to evaluate & monitor



that customer requirements are adequately met & that customer satisfaction is achieved.

The Management Representative Issues internal communication related to Quality Management System & records of such communications are maintained.

5.3.4.2 Written Communication:

Written communications, monthly, weekly or on-the-job reports are forwarded via e-mail and In-house Communication Form. In cases where other means of communication are not preferred for internal notices or interdepartmental communications, the in-house Communication Form is used and a copy of the form is posted to the notice boards across the company, where required. The in-house meetings are considered as a means of communication.

5.3.4.3 Communication with Project Sites

It is carried out via telephone, email and fax communication. A copy is sent to the persons who are required to be informed of the in-house communications depending on the importance of the situation. In case of meetings concerning the sites, a copy of the meeting minute is sent to the Construction Manager.

5.3.4.4 Open Door Policy

AQC CO. EST. has an open door policy. Any employees willing to talk to the executives may meet the relevant persons at any appropriate time and places without waiting for a formal meeting.

5.3.4.5 Notice Boards

Documents (notices, advertisements, charts, meeting calls etc.) are prepared in order to inform the employees and concerned third parties and they are posted on notice boards. HQ Human Resources Department and ADM are responsible for the management and organization of such notice boards.

5.3.5 MANAGEMENT REVIEW

5.3.5.1 Purpose

- The corporate policies and targets,
- Customer needs and requirements

5.3.5.2 Scope

Management Procedure applies to management's quality review application and all the activities involving in-house and external communication during the process of determining the process targets.


5.3.5.3 Responsibility

- The senior management chaired by the General Manager has set forth the general quality policies and supporting targets and ensured that all employees adopted such policies and targets across AQC CO. EST..
- The General Manager have determined the in-house responsibilities and authorizations and established the organization chart. The positions have also been defined in Organization Manual.
- The senior management, especially General Manager and Process Responsible are responsible for defining and providing the resources required in order satisfying the requirements of product/service quality.
- At AQC CO. EST., the General Manager has appointed the Management Representative who is responsible for arranging for the activities related to the quality system. The Management Representative in cooperation with the Quality Systems
- Responsible organizes the quality activities, reports to the senior management and ensures coordination with other organizations, where required.
- The management review meetings are conducted by the Quality Systems Responsible and notified by the General Manager.
- The Quality Management Representative is responsible for recording and keeping the forms of the review meetings. He is also responsible for distribution of the meeting minutes to the persons concerned.
- The Process Responsible are responsible for preparing, submitting the data, analyses and reports required for the matters of the agenda of the management review meeting and for ensuring in-house and external communications related to their own processes.

5.3.5.4 Specifying the Target and Action Plan

- The senior management specifies the general target.
- The Process Responsible specifies the subordinate targets supporting the general targets in cooperation with their teams and records them into the Action Plan. In order to describe the activities in more detail, the more detailed plans such as various reports etc. can be incorporated to the plan.

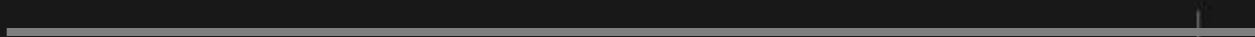
The works implemented as per the plan are followed up by the responsible staff indicated in the plan. Whether or not the implemented works are carried



out in accordance with the plan is monitored with the follow-up meetings to be held at such times to be specified by the Process Responsible and a report is submitted to the senior management on a semiannual basis, and any revisions are made subject to the consent of the senior management and the revised plan is communicated to the parties concerned.


5.3.6 Management Review Meeting

- The senior management have specified the quality policies in cooperation with the Quality Management Representative and Process Responsible and in consultation with the employees and communicated them to all the employees.
- AQC CO. EST. Management reviews the quality system at least twice a year. Management Review Meetings may also be conducted such other times or more frequently in case of any extraordinary circumstances or material changes occurred in the quality system. Management review meetings are conducted separately for each group company.
- The General Manager, Quality Management Representative, Process Responsible, Quality Systems Responsible, Production Responsible, Project Responsible, Site Responsible and other related parties are invited to the quality system review meetings.
- The Management Representative specifies the possible meeting date, meeting agenda and participants and notifies the Quality Systems Responsible.



Management Review Meetings should cover the following items:

- In-house and external audit results and analyses covering the ISO 9001:2008
- Customer feedback, including customer complaints.
- Preventive and corrective action reports.
- Updating the quality system, recommendations related to the improvement of the quality system as regards the new technologies, quality concepts, marketing strategies, social and environmental conditions, and customer.
- The quality targets covering the targets and performance criteria such as customer complaints, quality costs and service conformity, Efficiency; the rate of the quality policy and targets to satisfy the customer expectations and standard requirements.
- For service; the revisions to current regulations, ISO 9001:2008 standard and other applied standards, regulations and review for conformity.
- Specifying the need for resources.
- Lists of approved suppliers and subcontractors.
- Evaluation of training needs and the training activities in the previous period.
- Data, analysis and outputs related to the product service quality.
- The analysis of Target Action Plan for the previous year.
- Review of the quality policy and targets for conformity with the applied standards.
- Review of the decisions taken at the previous Management Review Meeting.
- The Quality Management Representative is responsible for incorporating the conclusion and comments to the Meeting Minutes kept at the quality system review meetings, preparing the final version of the minutes, obtaining the signatures of the participants and distributing the same to the distributors.
- The Quality Management Representative keeps the records of quality system reviews. These records contain the meeting date, the names of the participants, the matters discussed, responsible person and closing time of the meetings.
- The Quality Management Representative initiates corrective activities in accordance with the Corrective and Preventive Activities Procedure if deemed necessary on the basis of decisions so taken.
- The Quality Management Representative follows up the implementation of the decisions taken at the meeting by the assigned responsible persons within deadline for such implementations.
- As a result of the meeting, the decisions are taken with respect to the improvement of the Quality Management System and system



processes, the improvement of the customer requirements and related services, specification of need for resources.

- The Process Responsible initiate the required negotiations and activities with respect to improvement investments proposed to be made if so decided during the meeting.
- The general meetings are conducted if required by particular departments and the items of the agenda, decisions, corrective and preventive activities and assigned responsible persons are entered in the Meeting Minute.

5.4 RESOURCE MANAGEMENT

5.4.1 PROVISION OF RESOURCES

AQC CO. shall provide resources required to implement the Quality Management System, including equipment, materials and trained Personnel. For all procurement, construction & pre-commissioning activities, sufficient QC personnel shall be on-site prior to the start of the applicable work. The Project Manager sets up project team organization with the resources required to successfully execute the project.

5.5 HUMAN RESOURCES MANAGEMENT


5.5.1 Purpose


Human Resources Procedure stipulates the working conditions, rights, duties, responsibilities, and personnel management principles and rules to be obeyed, fulfilled, entitled and undertaken by AQC CO. while recruiting, employing and dismissing personnel .

5.5.2 Scope

Human Resources Procedure will be applicable to recruitment, resignation, dismissal, training, and performance evaluation and suggestion activities to be performed for all employees AQC CO. recruited.

5.5.3 Responsibility

- The Human Resources Responsible will be responsible for providing the employees with all relevant employment and social rights and benefits in accordance with the Labor Law and the Social Security Law, recruiting personnel in accordance with the definitions and eligibility criteria
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developed for the relevant positions, meeting the demands reported by the Process Responsible for staffing, monitoring the orientation periods and annual paid leaves used by the employees, and application of the performance evaluation and suggestion systems.

The Human Resources Responsible will be responsible for providing new recruits with orientation training, meeting the demands for staffing as determined, monitoring the applications made by the employees to take leaves and vacations, planning and arranging training courses, making or causing to make evaluations, documenting such evaluations, application of the performance and suggestion systems, conducting job analyses for newly created but not defined positions, developing definitions for the positions, preparing the organization flow chart, preparing and monitoring the procedure and flow charts for his/her own department, issuing the necessary periodic reports about his/her own department, making the necessary announcements.

Personnel Responsible will be responsible for monitoring all employment and social rights of the employees, filing necessary applications for recruited, dismissed or resigning employees with the authorities subject to the Labor Law and the Social Security Law, incurring wages and salaries for the employees and ensuring them to be paid to the employees, monitoring the annual paid leaves taken by the employees, monitoring the advances, bonuses and other amounts to the employees, fulfilling the formalities concerning recruitment and dismissal of interns, monitoring the employment rights of the employees stationed abroad, monitoring the company's cars assigned to general purposes, monitoring shuttle services provided to the employees, supervising the keys of the coffee and tea dispensers, monitoring the meals served to the employees, issuing reports on his/her department, and making the necessary announcements.

Site and Operation Responsible will be responsible for sending the time keeping forms to the Personnel Department until 25th day of every month, sending information about new subcontractors employed by AQC CO. , to the same department, reporting requirements for new personnel to the Human Resources Department, filing the necessary applications with the Social Security Agency for the personnel they would recruit from candidates they would select at their own discretion, attending interviews to be conducted with candidates, providing or causing to provide their employees with training courses on labor health, labor safety and necessary other subjects, submitting the records of such training courses to the Human Resources Responsible, and reporting actual or potential work accidents at the site or other operations in accordance with the Labor Health and Safety Procedure to the Personnel Department.



- Process responsible will be responsible for determining the training courses needed for their respective departments and attending the interviews with candidates for vacant positions in their respective departments.
- Accounting Responsible will be responsible for applications made by the employees for advances, expenses, per diems and time keeping.

5.5.4 Competence, Training and Awareness

5.5.4.1 Personnel Affairs

- Recruitment of new personnel for AQC CO. will be carried out in accordance with the "Recruitment Process Flow Chart" .
- If an employee resigns or is dismissed, he/she will be asked to return the materials charged to him/her and listed in the Personnel Charge Form kept in the intranet, and returned materials will be taken delivery against a receipt. For Operation and Commitment affairs, relevant records will be kept by filling the Fixed Value Form. Responsible in charge will be primarily responsible for filling said form. The Personnel Responsible will make the necessary preparations and provide the necessary documents and information in coordination with the Process Responsible. In case of dismissal or resignation of an employee, the Personnel Dismissal Form, and a Statement of Resignation will prepared and filed. Personnel will report their demands of stationary and office materials to procurement department by using the Stationary Request Form.
- Personnel will send their applications for annual paid leave and other types of leave to the Human Resources Process Responsible through the intranet by using the Leave Request Form. Decision made on each application will be notified by the Human Resources Process Responsible to the applying personnel.

5.5.4.2 Payrolls, Salary Accruals, Legal Notices

- Salaries, wages and work times of the personnel of AQC CO. will be accrued by the Personnel Responsible by using the Logo Human Resources Software Program and by taking into consideration the data retrieved.
- Responsible by means of e-mail or fax until the end of business hours on the 25 day of every month.

6 PLANNING OF PRODUCT REALIZATION

AQC CO. EST. will plan and develop the activities needed for product realization. Planning of the realization processes, consistent with other requirements of the quality management system, will be documented in Schedule of Works and will be submitted to customer at requested intervals. During planning, the following matters will be taken into consideration:

- Contract/customer specifications
- Quality objectives
- The need to establish processes, documents and provide resources specific to the product
- Required verification, validation, monitoring, inspection and test activities specific to the product and the criteria for product acceptance
- Analysis of the processes/activities and changes of the processes/activities
- The need for supporting processes/activities such as infrastructure, people training, managing information, safety tools and equipment, etc.
- Records needed to provide confidence that the realization processes and resulting product fulfill requirements.
- Corrective & preventive actions

6.1 Determination of Requirements Related to the Product

Requirements related to the product are provided by Customer in a functional specification or drawing set. Further, AQC CO. EST. shall include clarifications based on his own practical experience.

6.2 Review of Requirements Related to the Product

Prior to product realization, product requirements provided by customer, together with relevant codes/standards and applicable statutory regulations are reviewed by AQC CO. EST.. In case AQC CO. EST. observes any issue related to these requirements, this issue is be clarified with customer. The requirements related to product form the basis for planning and implementation of submittal, purchasing, product realization and testing procedures/processes.

6.3 Written Communication

External communications with customer are made via fax. The letter format with the letterhead of AQC CO. EST. Group is also used for communication with customer.

6.4 Complaints from Customers, Public and Authorities

The complaints received from customer as related to the services or products of our company are handled in accordance with the Complaint Handling Procedure, and the customer complaint process is initiated, filed and assessed accordingly. Such complaints are kept as per the relevant Document and Record Control Procedure. The complaint is evaluated by the relevant Process Responsible and appropriate corrective and preventive activities are initiated. These data are included in the agenda for the meeting review meeting.

6.5 Design and Development

AQC CO. EST. will not be responsible for design activities However, AQC CO. EST. shall perform detailing of drawings for fabrication & installation activities by preparing shop drawings. Whenever required by the customer design review shall be made by AQC CO. EST..

7 PROCESS OF PURCHASING

7.1 Process

AQC CO. EST. will provide and document all quality activities in accordance with the specifications and schedule, in the procurement of equipment and materials.

All relevant material specifications are to be met.

AQC CO. EST. will maintain an effective system for continuity of order identification, which ensures that drawings, specifications, and inspection requirements are properly transmitted to vendors at the time of order placement.

- AQC CO. EST. will ensure compliance specifications, by comparing the vendor/supplier product specification to Contract/Project Specifications.
- AQC CO. EST. will compile and forward to the Factory Acceptance Test Package/Checklist in advance of any purchase order.
- Where a planned inspection visit is not required, AQC CO. EST. will obtain from the vendor such data as may be required to meet the requirements.
- During the procurement phase, AQC CO. EST. will prepare material tracking sheet to be monitored by and reported on monthly basis.

7.2 Material Supply Requisition

The Construction Manager shall identify the requirements of materials and equipment, from the project drawings and construction specifications.

He shall then place a Material Purchase Requisition to the procurement section for the purchase of the materials / equipment.

7.3 Request for Quotation

On receipt of material supply requisition, the procurement department shall initiate Request for Quotation.

The enquiries shall be made to suppliers with sufficient competitiveness to meet Project Specifications.

The request for quotation shall include all the specification details of the item and the inspection requirements.

7.4 Evaluation of Tenders

The procurement department shall evaluate the tenders received, for technical completeness and commercial aspects.

- From the technically competent offer, a Tender Evaluation Sheet shall be prepared to identify the commercially acceptable offer.

- Commercially acceptable offer shall be selected for further processing.

7.5 Submittals

- A material submittal shall be made on the selected supplier, including product data sheets and a sample, wherever possible.

- The project shall evaluate the submittal for technical specification compliance.

- Acceptable submittals shall be released for placing purchase orders.

- For submittals rejected, fresh submittals shall be made, meeting the comments from the previous submittal.

7.6 Purchase Order

- Purchasing Manager shall prepare a proposal for obtaining management committee's approval for placing purchase order on submittal approved.

- Purchase Orders shall be complete in all respect and should give the complete details of the material being procured.

- Purchase Order shall be verified and signed by the Project Manager.

- For inspect able materials/equipment, purchase order shall include Factory Inspection Checklist.

7.7 Factory Acceptance Test Package

- For inspect able materials/equipment, the purchase order shall accompany an inspection assignment package.

- The level of inspection shall be identified with project specifications.

- The factory acceptance test package should include corresponding vendor inspection checklist, construction specification, drawings and approved material submittals.

- All nonconformance identified by AQC CO. EST.

- During Factory Acceptance Test will be rectified prior to shipment. This will be requested for re-inspection and approval prior to shipment of the materials/equipment.

- Wherever applicable, the factory acceptance package shall be submitted to the project and coordinated with approved third party inspection agency, which shall perform the required inspection at the suppliers' end.

- The factory acceptance test shall be coordinated by the QA/QC Department, who shall file all the inspection reports. Copy of the inspection reports shall also be submitted to the project.

7.8 Shipment and Storage

The HQ Purchasing Responsible informs the Logistics Responsible of due shipments

The Logistics Responsible contacts the suppliers and/or forwarding agents, arranges shipment process and informs the Procurement Manager about shipment (date of shipment, name of vessel, estimated time of arrival, etc.)

The Logistics Responsible and the Purchasing Manager monitor shipment of materials from departure to arrival at customs of destination.

The Purchasing Manager completes customs procedures at local customs office of project location, and transports the materials

The Warehouse Responsible, under supervision of Procurement Manager, arranges forklift, manpower, etc. for the unloading of the received materials on-site

The Warehouse Responsible stores the materials at appropriate areas in the warehouse and records the materials on warehouse inventory

The Purchasing Manager submits a copy of shipment documents for information

7.9 Material Inspection

Upon receiving the material at the warehouse, an inspection is carried out by QA/QC Engineer under control.

Any damage shall be immediately documented, and reported to QA/QC Department and the Purchasing Department.

All such information and descriptions will be noted on the Material Receiving Inspection Report.

Material items that can be unpacked, prior to their need for construction, are inspected to ascertain compliance with requirements.

Any missing parts, or deviations, will be immediately reported to QA/QC Department and Procurement Department immediate notification will be forwarded to the vendor/manufacturer.

7.10 Material Control and Issue

All material arriving at the warehouse is logged and stored.

An updated logging system is maintained by showing:

- The Type
- Quantity of each material item in the warehouse.
- Quantity of damaged materials will be shown in the material discrepancy report form.

- Materials items found damaged, or unsuitable, during installation will be reported by the Site Engineer to the QA/QC Engineer, who will in turn, notify the event.
- Such items will be replaced, unless modifications, or repairs, can be satisfactorily demonstrated

7.11 Material Receipt

QA/QC Engineer will check and verify all materials, and will have them approved

This check will be a physical inspection and it will be done with the appropriate corresponding documents.

This physical inspection will ensure that the correct product is received, that the product is free from any physical damage due to handling, and the product is in compliance with the materials description such as: Field tags, stamps, and any marking of identify.

7.12 Material Issuance

Any issuance of material required on Site will be recorded on Material Issuance Slip under supervision, the stock card and material log sheet will be updated simultaneously.

8 PRODUCTION and SERVICE PROVISION

8.1 Control of Service/Product Provision

Control of service and product is performed according to Inspection and Testing Procedure. Inspection and Testing procedure applies to all work performed by AQC CO. EST.. The QA/QC Manager ensures that the quality levels are in place and that the required inspection and tests are performed and are documented according to requirements.

The QA/QC Engineer is responsible for inspection; testing and documenting the results in accordance with approved procedures.

8.2 Validation of Processes for Production & Service Provision:

AQC CO. EST. will prepare Work Procedures for work activities in the execution of the project. Work Procedures are to be prepared ahead of time at least a month prior to start of the work activity, indicating the inspection & testing required.

8.3 Material Identification and Traceability

- The QA/QC Engineer is responsible for the following:
- To maintain the database, which provides necessary identification and traceability of materials
- To provide identification for materials to correlate with the relevant documents / certificates.
- It is the responsibility of QA/QC Department to ensure the identification and traceability of the item delivered for construction

9 CONTROL OF MONITORING and MEASURING DEVICES

9.1 Purpose

To establish a system by which inspection, measuring and test equipment are controlled, calibrated, and maintained.

9.2 Scope

Calibration of Inspection Measuring and Test Equipment procedure governs all test equipment used for inspection and testing, and acceptance testing, that will be used by AQC CO. EST.

9.3 Responsibilities

The QA/QC Department is responsible for maintaining the calibration of all inspection and test equipment under their custody. The QA/QC Manager is responsible for ensuring the use of only calibrated equipment and maintaining the calibration records of all inspection, measuring and test equipment

9.4 Procedure

The user verifies that the instrument or any other inspection, measuring or test equipment used for an activity is in accordance with the approved work order, test procedure or assembly instructions.

9.5 Verification

-Includes range, type, accuracy, current calibration status and conformance to the requirements. Calibration Services

9.6 Recall

Equipment is recalled in accordance with the data provided in the Calibration Control File including periodic inspection results.

Users are notified when equipment in their possession is scheduled for re-calibration.

When test equipment is found to be out of tolerance during use, the user notifies the department manager identifying the equipment, the measurement capability out of tolerance and the variation from the standard.

Upon notification of out of tolerance equipment, the QA/QC Manager evaluates the impact of possible acceptance of nonconforming product on a case-by-case basis.

Test equipment serial numbers are recorded prior to product acceptance test to facilitate this evaluation.

9.7 Records

- Records are maintained by QA/QC Department for each piece of equipment requiring calibration in a calibration control report.
- The control file contains all information required to track and cross reference for calibration dates, thereby providing a recall system of test equipment.

10 MEASUREMENT, ANALYSIS & IMPROVEMENT

10.1 GENERAL

AQC CO. EST. shall plan & implement monitoring & measuring activities, measurement analysis & needed improvement processes:

- To demonstrate conformity of product.
- To ensure conformity of the quality management system.
- To continually improve the effectiveness of the quality management system.

11 MONITORING and MEASUREMENT

11.1 Customer Satisfaction

Customer Satisfaction and Complaint Procedure is established, documented, implemented and maintained to define the method for obtaining and using information on customer perception with regard to satisfaction.

The Management Representative is responsible for gathering such information

Analysis of such information shall be maintained by the same and presented for management review.

11.2 Internal Audits

11.2.1 Purpose

The purpose of Internal Audit Procedure is to establish a system for realization of internal audits that are parts of Quality management system. Because of this the compliance of efficiency of quality system with ISO 9001:2008 standard is measured.

11.2.2 Scope

It covers internal audits realized in connection with quality management system within the organization.

11.2.3 Responsibility

Quality Systems Responsible is responsible for coordination of audits, announcing the audit and monitoring the in compliances detected as a result of audit. .

Management Representatives is responsible for preparation of audit plan for AQC CO. EST. and to inform the Quality Systems Responsible.


Process Responsible are responsible for ensuring the realization of requests of corrective preventive activity arisen as a result of audit.

All auditors are responsible for preparation of audit report of the department that they audit.

Relevant department is responsible for correction of in compliances detected as a result of audit. .

11.2.4 Internal Audit

They are 1st person audits where there are ways to find whether the Quality Management System operates or not within the cooperation and where there are improvement and correction proposals.



Internal auditor is the person having internal auditor certificate after having participated in training of Intercompany Quality Audit in line with ISO 9001:2008 requirements and who were found to be successful in this matter.

11.2.5 Audit Plan

Quality Systems Responsible prepares annually Annual Audit Plan covering all Standard requirements for each company.

While preparing Audit calendar, performance shown by the department during previous audit and the importance for the firm are taken as basis. Each department is at least audited once within a year. .

The date when the audit shall be realized in line with audit Schedule and audit program is forwarded by Quality Systems Responsible to Management Representatives through mail at 2 weeks prior to the audit.

Approval and change requests of Management Representatives are received by Quality Systems Responsible.

Approved audit schedule is reported by Management Representative to relevant departments through e-mail and announcement posts.

While preparing Audit Schedule, compliance of auditors and relevant department regarding audit day is considered.

11.2.6 Independency of Audit

Quality Systems Responsible while making auditor allocation search for independency of audits from the department to be audited. The audits are realized by independent and unbiased auditors.


11.2.7 Preparation for Audit and Realization of Audit


Auditors after having audit plan from Quality Systems Responsible.

Internal audits Question List that shall be used optionally during the audit of departments are forwarded to the auditors. In order to prepare for audit to be made, they may request the quality system documentation (procedures-instructions) of the department to be audited.

Auditors start the audit by opening meeting and if any, by imposing questions in question list to the relevant people and wants them to reply the same. The observations that are not included in question list are also registered in the same form. The auditor may also make audit without using any question list. All incompliance's detected during the Audit process should be documented with concrete evidences.

All incompliance's detected in audited departments are caused to be approved by relevant department responsible at the end of audit and the points and proposals that should be made clear are clarified.





Upon the completion of audit, the auditors prepare their audit report containing non-compliance's and general performance of the audit in connection with the department that they have audited.

CPA is initiated in connection with audited environmental security, product/service quality and ones under the system and transaction is carried out in line with Corrective Preventive Activities Procedure.

Prepared audit report is forwarded to the Management Representative together with application to be made and the deadline times and applications carried out in connection with relevant non-compliance's are monitored by Management Representative.

Each one copy of Audit reports and their annexes is forwarded by Management Representatives to Quality Systems Responsible and relevant Process Responsible.

Process Responsible makes necessary appointment for correction of non-compliance detected in connection with department.

Quality Systems Responsible and relevant auditor make monitoring audit in relevant departments on determined deadline times and review the corrections. Relevant Corrective Preventive Activities and Non-conformity Reports are closed.

In case where the activities are not found proficient during monitoring audits, a new audit resolution is taken and audit transactions are started from very beginning in such a case, an auditor who is different from the one who has realized the first audit makes a new audit.

In departments deemed as necessary some unplanned audits are made.

Upon completion of all audits, a report containing audit summaries and non-compliance topics of all companies is presented by Quality Systems Responsible to Top Management.

Results of Audit are taken into agenda in Management Review Meetings. For this reason, internal audits are carried out on any date prior to Management Review Meetings and audit reports are closed till the meeting date.

Any external/internal audits are executed; the audit reports are transmitted) for their review. .


11.2.8 Site Audit

Audit of sites is conducted in line with audit schedule. .

In these fields, audit is carried out by Quality Systems Responsible, Project Manager, and Process Responsible.

It is not aimed to audit all sites in each internal audit period. At least two sites that are determined in each internal audit cycle are taken into audit.

All other audit activities are applied as determined in department audits.



11.2.9 Monitoring and Measurement of Processes

Quality System Processes are monitored by variety of approaches and techniques, as appropriate for a particular process and its importance. These include:

- Conducting internal audits of the Quality Management System.
- Monitoring trends in corrective and preventive action requests.
- Analyzing product conformity and other quality performance data and trends.
- Measuring and monitoring customer satisfaction.

11.2.10 Monitoring and Measurement of Product

Monitoring and measurement of product is implemented by Inspection and Testing Procedure.

11.2.11 Inspection of Materials

AQC CO. EST. ensures that the vendor issue inspection records project specification requirements.

The QA/QC Engineer reviews & submits the inspection data for approval.

11.2.12 Receiving Inspection

The QA/QC Engineer is responsible for performing incoming inspections. All materials are held until inspection and tests are completed and approved

The QA/QC Engineer, under supervision, verifies the received product Building specification requirements.

11.2.13 Nonconforming Materials

Nonconforming materials shall be quarantined and segregated and handled in accordance with Material Control procedure.

11.2.14 Request for Material Inspection

Inspection Request Form aligned standard inspection sheet.

Inspection request for material inspection must be raised at least 24 hour, advance notice.

AQC CO. EST. will adhere to the rules and regulations in preparing Inspection Request Form.

11.2.15 Initial Inspection

AQC CO. EST. shall perform initial Inspection on all phases / segments of work.

The purpose of this initial inspection is to determine that the following complies with specifications and approve:

- Method Statement
- Workmanship planned or conducted
- Inspection Test Plan

11.2.16 Follow-Up Inspection

Follow-up inspections will be performed on a daily basis or more frequently if necessary, to ensure that the construction work is proceeding in accordance with the contract requirements. This inspection will be done prior to requesting an inspection.

Each Request for Inspection form will be aligned Standard Document Form.

A register will be maintained to record the:

Number, and Date of issue

Date of inspection request

- Details of inspection activity
- Date of completion and name of the inspectors who performed the inspection
- Remarks

11.2.17 Typical Inspection Hold/Witness Point

The hold/witness points will be identified in approved Inspection Test Plan (ITP) prepared by AQC CO. EST.

11.2.18 In-Process Inspection and Testing

- In-process inspection and test shall be performed in accordance with the approved procedures, work instructions and inspection and test plan.
- QA/QC Engineer will witness the test setup and results for conformity to the specifications, prior to submitting IRF
- The approval authority for the inspection and test activities, and shall sign the Inspection Request Form (IRF) and/or inspection reports.
- If any deviation is observed during the in-process inspection, the following occurs:
 - An NCR is issued.
 - Resolution is to be arrived for corrective and prevention action.
 - Completion and verification of the disposition.

11.2.19 Final Inspection and Test

- Final inspection and tests are performed in accordance with approved inspection and test plan and procedures.
- The QA/QC Manager is responsible for preparing and obtaining approval for the test procedures.
- The QA/QC QC Engineer is responsible for ensuring and documenting the required inspection and test.
- The QA/QC Engineer will also ensure the test equipment is calibrated. Calibration status of equipment is noted on the applicable final test data sheet.

12 CONTROL OF NON-CONFORMING PRODUCT

12.1 Purpose

- To provide a procedure for controlling non-conformance and reporting to throughout the project.
- To ensure the provision project specifications are applied.

12.2 Scope

This procedure describes the system of controlling non-conformance and reporting.

12.3 Responsibilities

- The QA/QC Engineer is responsible for describing non-compliant in detail on the Quality Monitoring Report and for arranging re-inspection.
- The Construction Manager and QA/QC Manager are responsible for deciding the disposition and the corrective actions.
- The Design Manager is responsible for ensuring that any design related nonconformance is corrected within the agreed upon time frame.
- The Construction Manager ensures that construction related non-conformance are corrected within the agreed upon time frame.
- The Purchasing Manager ensures procurement related nonconformance activities are corrected within the agreed upon time frame.

12.4 Procedure

12.4.1 General

- QA/QC Engineer describes non-conformance, in detail, on the Quality Monitoring Report.
- Concerned Department Manager establishes the disposition with appropriate engineer and/or supervisor, or QA/QC personnel and obtains concurrence, if required.
- Upon completion of corrective work, QA/QC will verify compliance to disposition requirements and related procedures, engineering specifications and applicable standards and codes related
- QA/QC Engineer will close out any Corrective /Preventive Action if it has been satisfactorily completed.
- Recurring non-conformance will be brought to the attention of the QA/QC Manager and Construction Manager.

- When a non-conformance is detected internally, prepare a Quality Monitoring Report and submit directly to the Construction Manager for corrective action. Following the corrective action, a follow-up surveillance may be required to ensure the effectiveness of the corrective action.
- The QA/QC engineer shall perform a follow-up surveillance within the specified period for corrective action completion. The surveillance shall determine whether the corrective action has corrected the nonconformance and prevented its recurrence.

12.4.2 Control of Non-Conforming Material

- All non-conforming material shall be identified during material inspections performed by AQC CO. EST. and recorded/documented in the discrepancies report.
- Non-conforming materials, if any, shall be quarantined and segregated until resolutions are arrived at and necessary corrective actions are completed.
- Non-conforming materials that were mixed in bulk allocations will be placed in a separately marked quarantine area or properly tagged to avoid misuse on the project.
- When a non-conformance is detected internally, it is given directly to the Construction Manager for corrective action. Following the corrective action, a follow-up audit may be required to ensure the effectiveness of the corrective action.
- The QA/QC Engineer shall perform a follow-up surveillance within the specified period, instructed, for corrective action completion. The surveillance shall determine whether the corrective action has corrected the non-conformance and prevented its recurrence.

12.4.3 Inspection Comment

- Records shall be kept at Site Offices throughout the duration of the project
- All entries will be checked in a timely manner and corrected items shall be reported by log entry
- Upon receipt of a report from an Inspector, which specifies a defect or deviation from the standard, corrective measures will then be prepared and submitted, for approval prior to implementation.

12.4.4 ANALYSIS OF DATA

AQC CO. EST. shall only analyze data to solve recurring problems, identify trends & causes, monitor & improve customer satisfaction, product characteristics & process capability. The results of this analysis shall be discussed in the monthly meetings. The data necessary for correction and prevention of reoccurrence of present and potential incompliance's is provided to find, analyze and correct the reasons that cause incompliance in Preventive Activities, compliant data coming from operations, internal audit activities, incompliance reports, quality records and complaints, necessary works are planned and initiated and their efficiency is controlled for fields requiring Corrective and Preventive Activity. All opened corrective and preventive activities are informed by relevant responsible to QA/QC Manager.

- The request for Corrective and Preventive Activity may be initiated by any department and person within the body of AQC CO. EST.. The Corrective and Preventive Activity Form is completed and sent by relevant departments to QA/QC Manager.
- QA/QC Manager and relevant department's responsible determine the necessary activity and deadline time and confirm these. While determining the necessary activity, the root cause of incompliance is searched.
- The control of competition, proficiency and efficiency of the activity is carried out by relevant department responsible and activity is closed if found sufficient.
- In cases where the activities are not proficient and efficient and when they could not be timely completed, if there is any reasonable reason for delay, by giving a new deadline, monitoring is similarly conducted.
- If the problem could not be solved by giving a new date, and if it is necessary to handle the same as a comprehensive project, the subject for the solution of problem is reported by QA/QC Manager to and Quality Systems Responsible.
- All Corrective Preventive Activity reports that are found by relevant department responsible as proficient or insufficient and that are closed by them are forwarded to the QA/QC Manager.
- The efficiency of activities which are closed by department responsible and are reported to QA/QC Manager is monitored by Quality Systems Responsible after the activity is concluded and recorded by means of Corrective and Preventive Activity Monitoring List.
- For activities that are found insufficient during monitoring, a new Corrective Preventive Activity is initiated by QA/QC Manager and relevant department responsible.

- Monitoring of all Corrective Preventive Activities is made on Corrective Preventive Activity Monitoring List. Record is kept by Quality Systems Responsible.

13 IMPROVEMENT

13.1 Purpose

The purpose of this procedure is to determine deviations that may occur in construction process or quality management system at each phase and to initiate and apply corrective, preventive and improving activities by identifying the reasons for incompliance's that are detected as a result of customer complaints and internal audits.

13.2 Scope

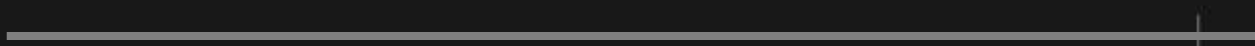
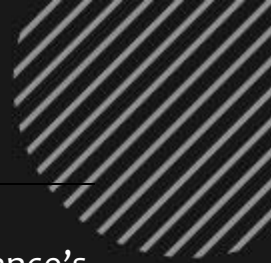
It covers all activities included in quality management system and it is valid for all cases requiring corrective and preventive activities.

13.3 Responsibilities

- All employees detecting any incompliance or potential incompliance under the scope of quality management system are obligated to open a Corrective, Preventive Activity Form and to inform QA/QC Manager about such a case.
- The QA/QC Manager is obligated to determine corrective and preventive activities that are relevant with the case, and confirm these activities w
- Deadline time for the activity to be performed is determined by QA/QC Manager and relevant departments responsible, and is reported. Then, application is followed.
- It is department responsible who is to close the reports related with completed activities, and report to QA/QC Manager.
- QA/QC Manager is responsible for execution of monitoring audits of closed activities, and for reporting
- The report in connection with performed Corrective Preventive Activities is prepared by the QA/QC Manager and is sent to Quality Systems Responsible in order to be discussed at the revision meeting.
- Corrective Preventive Activities opened by auditors during internal audits are followed and closed by QA/QC Manager and relevant department's responsible, under supervision. Monitoring of activities in terms of proficiency is carried out by Quality Systems Responsible and relevant auditor.

13.4 Corrective Action

They are all activities that are necessary to correct the incompliance's occurring in company activities or as a result of customer complaints, and to implement the necessary methods and analysis for detecting the incompliance and searching for reasons and correcting the same after being prepared and activities such as prevention of reoccurrence of the mistake.





وزارة التجارة
Ministry of Commerce

شهادة تسجيل الشركة

رؤية
2030
الجمهورية العربية السعودية
KINGDOM OF SAUDI ARABIA

الرقم الموحد للمنشأة: 7002926413
الرقم السجل: 1010254695
التاريخ: 1429/08/09

الرقم الموحد للمنشأة: 7002926413
الاسم التجاري للشركة: شركة الجودة المطلقة للمقاولات شركة شخص واحد
نوعها: ذات مسؤولية محدودة
مدة الشركة: 99 سنة
مركزها الرئيسي: الرياض الشفاء طريق ديراب 7372
ص ب: 5628 الرمز البريدي: 22774 هاتف:
النشاط: للاطلاع على بيانات الأنشطة الرجاء مسح الرمز التجاري
رأس المال: 100000 ريال سعودي
المديرون:
1 محمد سعيدان نايف الشيباني
2 عبدالله حسين عبدالله الاحمري
3
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سلطات المدير/المديرون حسب ما نص عليه عقد الشركة

يشهد مكتب السجل التجاري بمدينة الرياض بأنه تم تسجيل فرع الشركة المذكورة أعلاه بمدينة الرياض بتاريخ: 1442/08/12
وتنتهي صلاحية الشهادة من: 1444/12/25 بموجب الإيصال رقم: 25124580 وتاريخ: 1442/08/12

مدير السجل التجاري للشركات: عبد المحسن بن عبد الله التوفيق



يمكنك التحقق من صحة هذه الشهادة بالدخول على <http://v.mci.gov.sa> Information of this certificate visit

الرقم الموحد للمنشأة: 7002926413
رقم السجل: 1010254695
التاريخ: 1429/08/09



وزارة التجارة
Ministry of Commerce

ملف الأنشطة

رؤية
2030
الجمهورية العربية السعودية
KINGDOM OF SAUDI ARABIA

الاسم التجاري: شركة الجودة المطلقة للمقاولات شركة شخص واحد

الأنشطة	رمز النشاط	اسم النشاط	المجال العام للأنشطة
الإشادات العامة للمباني السكنية	410019		التشييد
الإشادات العامة للمباني غير السكنية مثل المدارس والمستشفيات والقاعات ... الخ	410021		
الإشادات العامة للمباني الحكومية	410023		
ترميمات المباني السكنية وغير سكنية	410049		
تعمير الأبنية باختلاف أنواعها للكهرباء والاتصالات وغيرها	420109		
هدم وإزالة المباني وغيرها	421109		
تركيب أنظمة الإضاءة	432119		
تركيب الأنوار المسببة ومبيداتها وأصلاحيها	432239		
تركيب أنظمة التبريد وتكييف الهواء ومبيداتها وأصلاحيها	432249		
تعميرات أنابيب الحريق ومبيداتها وأصلاحيها	432259		
أنشطة خدمات التنظيف للمباني الحكومية	811062		الخدمات الإدارية وخدمات الدعم
أنشطة خدمات صيانة المباني	811063		
التنظيف العام للمباني	812109		



عدد الصفحات: 1 / 1



CERTIFICATE OF REGISTRATION

INTERCERT hereby certifies that the Quality Management System of

Absolute Quality Contracting Company

Al-Shifa Dirab road - Al- Riyadh, P.O Box: 5628, Postcode:12774, Kingdom of Saudi Arabia

Has been successfully assessed as per the requirements of

ISO 9001:2015

For the scope of

General Contracting for Residential Buildings.
General contracting for Non-Residential Buildings like Hotels, Schools, Hospitals ..etc
General Contracting for Governmental Buildings.
Renovation of Residential & Non-Residential Buildings.
Pipe Laying for all Networks
Demolition of Buildings
Lighting Systems Installation
Plumping Systems & Works
HVAC Systems Installation & Maintenance
Firefighting Systems Installation and Maintenance
Building Maintenance
General Cleaning for Building

Initial Certification Date : November 15, 2021
Certificate Issue Date : November 15, 2021
Surveillance Validity Date : November 14, 2022
Recertification Date : November 14, 2024

Registration Number: IC-QM-2111056

Issued on behalf of InterCert
Head - Certifications



MSCB-121

The validity of this certificate can be verified at www.intercert.com or through email at info@intercert.com. This certificate is the property of INTERCERT INC, 2001 Timberloch Place - Suite 500, The Woodlands, Texas 77380, United States and must be returned on request.



رقم الشهادة تاريخ الصادرة

الدرجة الأولى

صفحة 2/1



وزارة الشؤون البلدية والقروية والإسكان



شهادة تصنيف مقدمي خدمات المدن

تمنح وزارة الشؤون البلدية والقروية والإسكان شهادة تصنيف الدرجة الأولى

للمنشأة شركة الجودة المطلقة للمقاولات شركة شخص واحد

في قطاع التشييد والبناء

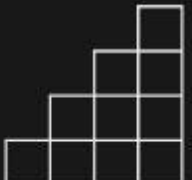
1010254695	السجل التجاري
<p>الإشادات العامة للمباني العمر السكنية - يشمل (المخازن - المستشفيات، الفنادق ... الخ) الإشادات العامة للمباني الحكومية لإزيميات المباني السكنية والفقر سكنية لعمدة البلديات باختلاف أنواعها الكهربائية والاتصالات وغيرها تنحيدات خطوط المياه بين المدن ودخلها وإنشاء شبكات حديدية هم وإزالة المباني وغيرها بتسوية الأسلاك الكهربائية لعمدة أسلاك الاتصالات لعمديات الشبكات تركيب أنظمة الأمان وتركيب وصيانة أجهزة ومعدات الإنارة من التعريف تركيب الأوتار المسحبة وسيلاتها وأعمالها تركيب أنظمة التبريد وتكييف الهواء وصيانتها وأعمالها بتثبيت المباني تركيب الفراخ والفرابا للمباني</p>	
	النشاط

- يسري مفعول هذه الشهادة حتى تاريخ 22/03/1445 هـ / الموافق 07/10/2023 م
- تصدر هذه الشهادة إلكترونياً وعلى الجهات المانحة للمشاركة للتحقق من الشهادة المقدمة من خلال موقع الوزارة



48
مختل الوزارة لتنظيم مشغلي المدن
د. أحمد بن جميل فهدان

تنظيم مشغلي المدن



عملائنا و شركاء النجاح



SDAIA

الهيئة السعودية للبيانات
والذكاء الاصطناعي
Saudi Data & AI Authority



NIC

مركز المعلومات الوطني
National Information Center



وزارة الصحة
Ministry of Health



SLC

للإنارة السعودية
Saudi Lighting
Since 1978



Gain of Recognition Authentic Partnership



TOTO

Perfection by Design



المنار
alfanar



Unimix
Ready-Mixed Concrete



الراشد
ALRASHED
المواد البناء
Building Materials



حديد الراجحي
RAJHI STEEL



AK
العبد الكريم
AL ABDULKARIM





الدرجة
الأولى



Authentic Quality Company
شركة الجودة المطلقة للمقاولات

