



FOREST PLANTATION DEVELOPMENT SDN BHD (723471-V)

**CALL FOR QUOTATION OFFER FOR PROJECT MANAGEMENT
CONSULTANT(PMC) SERVICES**

Forest Plantation Development Sdn Bhd (FPDSB) would like to invite interested PMC to offer quotations for Bamboo Nursery Project consultancy services with the scope of work as describe:

**PROJECT MANAGEMENT CONSULTANT SERVICES TO CARRY OUT PROJECT
COORDINATION, MONITORING AND SUPERVISION WORKS FOR
CONSTRUCTION OF THE PROJECTS SUPPLY, DESIGN, BUILD AND OPERATE
BED SEEDING PROJECTS USING CULTURAL TISSUE METHODS AND CUTTING
METHODS**

Background

The Bamboo Nursery Project (PTSB) will be developed at the following addresses:
Bamboo Nursery, Taman Perindustrian Perabut, Jalan Pusing, Lahat, 31500 Ipoh, Negeri Perak (PT 215634). Area: 4.24 acres (1.72 ha).

Mandatory requirements for PMC are:

- a. Registered with the Companies Commission of Malaysia (SSM) and the Ministry of Finance.
- b. In operation for at least 3 years.
- c. Has at least 2 professional staff.
- d. To offer a quotation and enclose relevant documents to the following address:

**General Manager
Forest Plantation Development Sdn
Bhd, Tingkat 9 Menara PGRM 2,
No. 8 Jalan Pudu Ulu, Cheras, 56100 Kuala
Lumpur Tel : 03-92829000 Faks: 03-92861002**

Or

Email: jav@fpd.com.my

On or before: **5th November 2020 at 1200hrs.**

The PMC Scope Of Work is including but not limited as follows :

1. Project Duration

The project duration is 9 months with the following breakdowns:

- a) 3 Months for obtaining Development Order (D.O.) and Building Plan (B.P.) approvals.
- b) 6 Months (26 weeks) physical construction of the complex.

2. General Management

Services to cover the aspect of coordination, monitoring & supervision for architectural works, civil & structural works and mechanical, electrical installations, testing, commissioning, final inspection, and practical completion;

- a) Maintain the FPDSB project cost as per agreed project milestone;
- b) Prepare FPDSB master project schedule;
- c) Attend and/or lead project meetings; provide agendas and document meeting notes as appropriate;
- d) Prepare and provide FPDSB project progress report (daily, weekly and monthly);
- e) Prepare and provide project quality control report;
- f) Work with FPDSB Staff and the Design-Build team to identify any fatal flaws with scope, schedule and cost;
- g) Work with FPDSB Staff and the Design-Build team to refine the building and site program plan;
- h) Provide the FPDSB with Cash flow projections
- i) Consultant management;
- j) Contract Administration;

3. Pre-construction

- a) Coordinate and oversee the efforts of the Design-Build Team during the pre-construction phase;
- b) Attend design phase meetings and document results as appropriate;
- c) Coordinate development of plans, construction readiness deliverables and specifications as per project contract;
- d) Work with FPDSB staff from all departments to establish and refine FPDSB design standards if necessary;
- e) Maintain a design decision matrix to be used as a design document quality assurance tool;
- f) Work with FPDSB Staff as appropriate to obtain all necessary permits and zoning;
- g) Work closely with the Design-Build team to review bids/ quotes used to establish the Good Management Practice (GMP) in various stages of design;
- h) Work closely with the Design-Build team to review their final GMP proposal to ensure it is complete and competitive. Once the GMP is completed, report to the FPDSB and recommend that it be used as the basis for a construction contract;
- i) Coordinate, verify the construction deliverables as required by FPDSB.

4. Construction

- a) Provide necessary on-site supervision and inspection to ensure contract design and specification compliance;
- b) Ensure that inspections and quality control scope of work have been completed as per project contract;
- c) Coordinate contract requirement (The Government) scope of work, process change orders and pay requests;
- d) Coordinate in any Design-Build discussion until implementation work; Attend and/or lead project construction meetings; provide agendas and document meeting notes as appropriate;
- e) Provide construction budget updates to FPDSB Management;
- f) Confirm delivery and storage of all materials, supplies, and equipment;
- g) Take the lead in resolving any disputes arising from the performance of the contractor and sub-contractors;
- h) Ensure that the Contractor has an appropriate safety program in place.

5. Post Construction

- a) Coordinate with The Contractor, the final documentation deliverables as per project contract i.e: Construction close-out report, red line mark-up drawing, final testing and commissioning, manual and user guide line for all equipment, maintenance plan, warranty plan, or any required by The Government;
- b) Assist to accomplish final accounting for the construction contract;
- c) Coordinate and confirm final lien releases and delivery of all final close-out documents;
- d) Provide Final Account report to the client.

6. Reporting & Personnel Minimum Requirement

The project management consultant shall take all appropriate measures to complete the construction of the project and comply minimum requirement of personnel to be presented and reporting to Project Manager (FPDSB).

a. Construction Engineer

Requirements:

- Possess Degree in Engineering
- Minimum 3 years of working experience in local construction industry.
- Well verse with laboratory, administration building, and greenhouse facilities.
- Well verse with construction nature of work.

b. Project Scheduler

Requirement:

- Possess Degree in any fields of Engineering
- Minimum 3 years of working experience as scheduler in local construction industry
- Well verse with scheduler and planning work, ability to produce planning, progress report and S-curve.
- Well verse with scheduling software i.e. Microsoft project or primavera at least P3.

End of Scope