APPENDIX 1

SCOPE of SERVICES

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1 SCOPE OF THE PROJECT

a) Istrana Sp. z o.o. ("the Client") intends to construct Project T5 relating to Baltic Hub Terminal in Gdansk ("the Project").

The Project entails the further expansion of the port by commencing development of the fourth terminal, Terminal T5. For the initial operational period of T5 after being established, and before T5 is utilised as a container terminal, the Employer is proposing to operate the terminal as an offshore wind supply base (OWSB) to support the national offshore renewables energy plan in the Baltic Sea.

The T5 development project involves further land reclamation and construction of deep-water berths and the T5 site would initially be used as a storage, assembly and offloading port facility for offshore wind power generation components which will consist of wind turbine blades, nacelles, and wind turbine towers.

The intended modus operandi for the initial T5 OWSB is as follows:

• T5 to act as a receiving port for maritime transported offshore wind power generation components.

• T5 will serve as a storage facility of the offshore wind power generation components

• T5 also facilitate the pre-assemble operations of the offshore wind power generation components

• T5 will then serve as an offloading port facility for all pre-assembled offshore wind power generation components.

b) The main construction items will include (but are not limited to) the following:

I. Site establishment and demolition of existing disused Terminal T1 marine structures.
II. Construction of the T5 vessel quays and Ro-Ro ramps together with all ancillary works and any edge protection structures.
III. Construction of a new Ro-Ro berth from piled mooring and breasting dolphin structures.
IV. Dredging associated with the T5 reclamation and vessel access, ground improvement and earthworks, and import of other suitable fill material as required. For the avoidance of doubt, the Contractor shall be responsible for sourcing all material for the reclamation.
V. Construction of the T5 OSWB including all paving, drainage and necessary infrastructure for operations of the OWSB;
VI. Provision of communication routes suitable for heavy terminal equipment traffic from the existing port estate.
VII. Provision of all necessary services, in particular electrical, telecoms, potable, fuel bunkering transfer pipes in the main outbound quay, fire and sanitary water networks and modification of existing supply / connection points where necessary.
VIII. Provision of substations and other terminal buildings (indicative locations shown on the Drawings).
IX. Provision of all other infrastructure necessary for the safe and secure operation of the terminal including fencing, lighting and CCTV.

X. Works within the existing Terminal T1, T2 and T3 areas, including provision of services, utilities and road access to facilitate the operation of T5.

2 GENERAL REQUIREMENTS

a) Without prejudice to this Scope of Services, the Consultant shall undertake all services related to the Project which are customarily provided by or reasonably expected from an experienced consultant for the proper delivery of a project similar in nature, size and complexity to the Project and for all preceding, follow-up and other services arising from or incidental to the foregoing.

b) The Services to be provided during the **construction stage** include all site supervision, supervision of design, contract(s) coordination and administration, technical services during construction and obtaining approvals and permits. The Services shall include but not be limited to, the services described herein.

The contract(s) will be procured using the appropriate form of FIDIC contract and art. 70^1 – 70^5 of the Polish Civil Code, as agreed with the Client in the Contract Strategy process as part of these Services.

The Consultant should be aware that the Revised Building Permit and Revised Environmental Decision for the entire Project must be obtained during the construction stage. The Consultant shall incorporate the requirements of such permits into their deliverables so that the requirements are properly fulfilled by the Project.

c) The Consultant shall ensure that any construction programme that they revise or submit for the Project is realistic and practicable and shall not result in any additional premium or cost to the consultant.

d) The Consultant will review the documentation provided by the Client. It is the Consultant's responsibility to analyse the documentation provided and make any comments and potential inconsistencies, The Consultant is to draw this to the attention of the Client as early as practicable. The documentation provided shall include, but not be limited to, the following: Terminal Layout Plan, Project Programme, Design for Tender and Bulding Design, Tender Documentation, Cost Estimates, Building Permit (Design Building Permit), Permits, Approvals and Licenses, Health, Safety, Security and Environment (HSSE).

e) The Consultant’s other outputs or activities may also be subject to approvals from the relevant authorities and funding institutions the Consultant shall prepare and submit drawings, reports, checks or technical information to the relevant authorities for approval as necessary.

f) The Consultant shall verify a plan to be prepared by the Contractor in order to ensure that all standards regarding environmental issues and disposal of residues is ensured.

g) The Consultant’s deliverables and staffing shall be sufficient to enable the construction of the Project to a good quality in an efficient and cost-effective manner within the project schedule. A number of minimum tasks and deliverables are specified in the Scope of Services, albeit these are not intended to be exhaustive and the Consultant shall provide additional deliverables as and when they are needed to achieve the required project outcomes, without additional payment.

h) The Consultant shall ensure that any construction programme that they revise or submit for the Project is realistic and practicable and shall not result in any additional time or cost to the Client.

i) All deliverables are to be submitted in draft initially and will be subject to review and approval by the Client before being issued as final.

j) The Consultant will attend regular meetings with the Client in Gdansk throughout the construction stage. These meetings are to be attended by the Consultant's Project Manager, Chief Resident Engineer and any Key Personnel or specialists as may be required. The Client allows the possibility of holding meetings in hybrid form, with the stipulation that Kick-Off Meetings and a minimum of one meeting per month regarding the progress of the Consultant's work must be held through a traditional (F2F) meeting between the Client's representative(s) and the Consultant. The Client also reserves the right to call for the Consultant's personal appearance at the meeting if there are doubts about the progress on the scope commissioned by the Client. For the avoidance of doubt, the costs associated with arrivals and accommodations will be the responsibility of the Consultant.

k) The Consultant shall maintain an electronic web-enabled document management system (DMS) for uploading and downloading and control of all documentation (Aconex or similar, as set up during the Pre-Construction Stage of the Services,) to allow the submission and control of documents throughout the construction stage. The platform, format and protocols are to be agreed with the Client. The Client shall have the option to use the DMS after the end of the Project. Additionally, the Consultant shall deliver all documents related to the Project, archived on a hard drive in a format agreed with the Client. Consultant shall state clearly in their proposal submission any costs related to the Client's usage of any commercially obtained DMS, or otherwise be deemed to be at no cost to the Client. Any licence costs shall be reimbursed at cost.

l) Deliverables shall be submitted in soft copy and hard copy. Soft copies shall be submitted in both original format (e.g. AutoCAD, Word, Excel, MS Project etc) and hard copies (3 No.) shall also be provided of all final reports, drawings and documents. Drawings are to be in A1.

m) Documents and drawings are generally to be submitted in English and Polish, other than any documents required be local requirements to be prepared only in Polish. Documents submitted to the polish authority should also be translated to English for the Client.

n) The Consultant should be familiar with the Polish and EU regulations concerning the National Recovery Plan funds "Krajowy Program Odbudowy" in relation to the investments supported with this programme and should provide a person for settlements of EU funds.

o) The Consultant shall prepare and submit drawings, reports or technical information to the relevant authorities for approval as necessary.

p) The Consultant shall provide monthly progress & status reports with original signature to the Client for the duration of this Agreement, no later than the third calendar day of the next month falling after the reported month and attend regular progress meetings as required by the Client.

The Consultant's work may also be subjected to approval from the relevant authorities. The Consultant shall prepare and submit drawings, reports or technical information to the Port Authority

or other Authorities for approval as necessary, after prior approval and consultation of the content with the Client.

3 SCOPE OF SERVICES

3.1 Head Office Supervision-in-Chief Services

a) Coordinate and administer the Construction Contract(s) and undertake the duties, responsibilities and obligations and exercise the authority and powers of the “General Contractor” to mitigate the risks and ensure the Project is implemented in accordance with the plan and schedule agreed and approved by the Client.

b) Undertake the duties, responsibilities and obligations and exercise the authority and powers of the "Engineer" as specified in or implied from the construction contract(s).

c) Provide the contractor’s site staff and the Client with any necessary technical and contractual support, advice and the like for the duration of the construction contract. Full and timely support shall be provided on the interpretation and application of the construction contract.

d) Review and approve the Contractors’ programmes. Advise on any critical activities (paths) and identify where action may be required to avert potential delays to the completion of the Works. Propose mitigating measures to minimize programme risk and claims against the Client.

e) Review and confirm whether or not the Contractors’ proposed methods of construction, drawings, materials, etc. are acceptable in terms of the Construction Contract requirements and with good engineering practice. Also that these do not endanger the safety of personnel or equipment or adversely affect the project in terms of quality, constructability, programme, cost, durability, environment impacts etc. of the Project.

f) Review and approve material samples, mock-ups, fittings, fixtures, equipment and all other requisites for the Project.

g) Review and advise on the Contractors’ proposed safety, environmental and quality assurance systems and control procedures and request amendments if necessary.

h) Review and respond to the Contractors’ requests for information and clarifications.

i) Maintain and distribute as required corrected and updated drawings and specifications for the construction contract;

j) Obtain, review and endorse ‘As-built’ Drawings (to be prepared by the Contractors) for the permanent works. As-built Drawings shall also meet the requirements to obtain approvals from authorities. As built drawings will be in Polish and English.

k) Receive and review maintenance and operating instructions, schedule, guarantees, bonds and certificates of inspection, tests and approval which are to be assembled by the Contractors in accordance with the construction contract.

l) Prepare and submit operating and maintenance manual. The operating manual shall contain key information for the maintenance, future modification, expansion and eventual dismantling of the Project over its complete lifecycle. As part of this the Consultant shall clearly define in construction specifications any information, drawings,

warranties etc. that are required from the contractors and shall be responsible for collating and reviewing such information accordingly.

3.2 Technical Services during Construction

The Consultant shall take responsibility for resolving design and technical issues throughout the construction phase up to the Certificate(s) of Completion/Performance Certificate(s) at the end of the defects liability period(s) for the Project including the defects liability periods. This shall include but not be limited to the following:

a) Be responsible for all design and technical changes and revisions throughout the construction stage;

b) Provide full design and technical support to the Client and the site supervision team during the entire construction period until the issue of Taking Over Certificates (TOC) and end of the Defects Liability Period (DLP). Clarify, advise and provide clear recommendations relating to any design issues, drawings, specifications, tests, construction issues and the like for both temporary and permanent works pertaining to the Project.

c) Review, resolve and prepare design changes and revise specifications where necessary in order to overcome site constraints, construction issues, latent conditions etc.

d) Review, resolve and prepare design changes and revise specifications where required by the authorities, or arising from changes reasonably requested by Client.

e) Evaluate, review and approve the Contractors' surveys and setting out, shop drawings, reinforcement schedules, samples, material proposals, specifications and alternative proposals and other technical submissions.

f) Review and advise on alternative designs, materials etc that may be proposed by the Contractors including designs, calculations, drawings, specifications etc and advise the Client on any cost and time implication, and make recommendations on the acceptance or otherwise.

g) Co-ordinate and liaise with the Site Supervision Team and any other consultants appointed by the Client for the Project. Attend meetings pertaining to design and technical issues where technical input is required.

3.3 Site Supervision and Contract Administration Services

a) Coordinate and administer the Construction Contract(s) and undertake the duties, responsibilities and obligations and exercise the authority and powers of the "General Contractor" to mitigate the risks and ensure the Project is implemented in accordance with the plan and schedule agreed and approved by the Client.

b) Undertake the duties, responsibilities and obligations and exercise the authority and powers of the "Engineer" as specified in or implied from the construction contract(s).

Provide a full time site team of experienced resident engineers and other resident site staff to supervise and administer the Contracts on site.

c) Liaise with the Client on all relevant matters pertaining to the Works as it affects the day to day operations of the Port.

d) Due to the implementation of the project utilize infrastructure of the Baltic Hub Container Terminal Sp. z o.o., the Consultant shall comply with the rules and restrictions as presented by BHCT.

e) The Consultant shall be responsible to obtain any permits, approvals and licences if there appears to be anything else required prior to the construction stage.

f) Advise the Client on construction contract matters, such as but not limited to any Works acceptance, insurance, performance bonds, site safety, claims, extension of time, application of liquidated damage, termination of contract, variations, warranty period etc. and execute the approved actions.

g) Review the performance bonds/guarantees, payment requests, insurances, and warranty submitted by the Contractors for compliance with the Construction Contracts and local laws and regulations.

h) Review, monitor and report on the Contractors' systems and control activities relating to site safety, quality assurance, progress and environmental controls etc.

i) Monitor and report on site safety.

j) Monitor and report on the Contractors' environmental issues.

k) Supervise the quality of the Works to ensure that the works are executed with in compliance with the Construction Contracts and industry best practice.

l) Check all setting-out and levels, survey the Works, verify survey results and the survey drawings.

m) Supervision testing of materials and equipment and advise the Client on the need for any additional inspections and testing of materials and action these as required.

n) Supervision testing and commissioning of equipment and system installation for M&E works. Coordinate and prepare schedules for testing and commissioning in accordance with the specification and, as and when so required, by the local authorities, utilities supplier and relevant parties.

o) Performance of additional testing, surveying and commissioning of materials and equipment if required by Consultant or Client on cost and risk of Consultant in maximum of 20% an overall scope of Contractor's work.

p) Maintain daily site records, quality records and updated schedules to monitor progress, etc all in formats to be agreed with the Client.

q) The Consultant shall be required to process approvals submitted by the Contractor/Subcontractors in accordance with the procedure indicated in the counter contract for the construction of the T5 terminal.

r) Notify the Client in the event that any of the Contractors has failed in any respect to comply with any requirements of their Construction Contract, advise on recommended courses of action to rectify these failings for agreement with the Client and implement accordingly.

s) Prepare and submit reports or technical information to the authorities as directed by the Client. Attend to their queries or meetings with them.

t) Monitor and report on the progress of the Works. Review construction schedules/programme submitted by the Contractors including reference to Client's project milestones and critical path activities. Take all necessary actions to maintain timely progress of the Project and to avoid / mitigate situations that may affect the progress of the Project.

u) Review weekly and monthly progress reports submitted by the Contractors, compile and submit executive summaries on these progress reports to the Client every week or month, depending on the type of progress report(s) reviewed. Propose mitigating measures to remedy any delays in the construction progress.

v) Convene and attend formal progress meetings and weekly site meetings on a weekly basis with the Client and the Contractors and prepare minutes of the meetings detailing all and any actions required and time frame.

w) Provide monthly written reports in a format and content to be agreed with the Client. As a minimum these shall include progress of the Works, compliance (or otherwise) with the Construction Contract requirements, estimates of expenditure and financial forecast, potential changes, claims or delays and summary of submittals and requests for information/ queries and any other matters arising. Submission periods in accordance with point 2 General Requirements point p).

x) Monitor project costs including all variation orders and progressively advise the Client on the estimated final construction costs.

y) Prepare and submit a financial statement and forecast expenditure in a form to be agreed with the Client at monthly intervals or at other such intervals required by the Client.

z) Evaluate interim progress payment applications submitted by the Contractors and advise the Client. Evaluate the final progress payment and any release of retention sums submitted by the Contractors and advise the Client. Prepare final determination report.

aa) Where more than one contractor is appointed to carry out work on the Project then the Consultant shall bear overall responsibility for the coordination of the construction work with the contractors appointed by the Client for the Project.

bb) Coordinate all works and schedules undertaken by the construction Contractor(s) and/or other contractors (including but not limited to port equipment, IT, or as appointed by the Client). The Consultant shall work with these contractors and with the Client and Baltic Hub Container Terminal Sp. z o.o. personnel on matters such as handing over areas, coordination and taking over of completed Works, etc. Identify any potential conflict issues and propose solutions (e.g. common working areas, access, sequencing and overlapping of works).

cc) Take necessary measures to avoid and mitigate any claims by any of the Contractors against the Client. Examine in detail, assess and respond to all claims made by the Contractor and prepare detailed reports and recommendations to the Client. (Involvement in litigation or arbitrations excluded). If necessary, the Consultant is to arrange additional meetings and provide the appropriate personnel necessary to support the settlement of claims.

dd) Carry out a final inspection on completion of each section of the Works and prior to taking over prepare schedules of defects and outstanding works necessary before the issuance of the relevant completion certificates.

ee) Verify and confirm the Contractors produce 'As-Built' drawings, meet the relevant BIM'S standards accurately throughout the Construction Contract and that the drawings are handed over by each Contractor on completion of the Works, or sections of the Works (as defined under the construction contract).

ff) Issue all certificates, decisions, instructions and information as required by the terms of the Construction Contracts to be issued by the Client or the Engineer.

gg) Notify the Client on any Contractors' default, non-compliance (with preparation relevant documents) , etc and prepare and calculate the resulting liquidated damages.

hh) Prepare applications and obtain all necessary permits / approvals from the authorities or other relevant entities as may be required including statutory approvals for the Project, including occupation and operation of the new terminal.

ii) Prepare applications, and obtain approvals from the statutory authorities, service providers etc for the connection and activation of services, including permanent power supply, water supply, telecommunication system, drainage, and discharge of sewerage and other utilities necessary for the Project. Coordinate with these parties on the works for the supply and connection.

jj) Review and advise the Client on the fees, tariff, and conditions for the connection and consumption of utilities such as power, water, communication and others, as well as the supply terms and contracts.

kk) Prepare a Maintenance Plan for structural, civil and M&E works and installation that are completed and handed over.

ll) Prepare for the Client the presentation on the construction and progress of works to visitors, local authorities, banks, funding institution or other parties when required in reference to the project financing sources.

mm) The Consultant shall note that construction quality assurance reviews may be carried out by the external advisors from time to time during the construction of the Project. The Consultant shall work with the Client's advisors to incorporate the comments given by the Client's advisors as appropriate. Any reviews, comments and the like by the Client or his advisors shall not in any way absolve the Consultant from any of his duties or responsibilities associated with the Project.

3.4 Variations

a) Variations to the Works involving any change in the extent, scope, quality or programme of the Works or the creation of new items are to be covered by a variation order in accordance with the relevant Construction Contract signed with T5 Contractor and the Scope of Services. All instructions in relation to provisional and prime cost items are to be covered by a variation order.

b) The prior approval of the Client is required for any such variations. The Consultant shall not be permitted to amend or vary the Construction Contract signed with T5 Contractor, the Employer's Requirements, Definition Drawings and Client's Design Brief without the specific prior approval of the Client.

c) Variation orders are to be in a form to be agreed with the Client.

d) Variations which affect the value of any of the Construction Contract signed with T5 Contractor shall be reported to the Client together with certified Interim Certificates in a form to be agreed between the Client and the Consultant.

3.5 Health, Safety, Security and Environment (HSSE)

The consultant shall consider and address HSSE as an integral requirement throughout the project services. As a minimum the consultant shall identify, assess and recommend appropriate mitigations for HSSE related issues for each of the deliverables above.

a) *Health, Safety and Security.* The Consultant shall identify and evaluate HSS issues that may apply during the construction, operation and final decommissioning/ demolition of the project and recommend suitable mitigation measures to be incorporated during the course of the services above. The Consultant will ensure compliance with health, safety and security regulations.

b) *Environment:* The Consultant shall consider environmental sustainability in relation to the construction, maintenance, operation and demolition of the civil infrastructure. It is the Client's intent to consider the environmental impact as part of the specification and selection of materials. The Consultant will ensure compliance with environmental regulations.

c) *Materials for Concrete:* At concept design stage, the Consultant shall review the impacts associated with materials to be used for reinforced concrete. The Consultant shall identify available producers/suppliers, collect manufacturers' data and make recommendations relating to sustainability. As part of this the Consultant shall use the Client's in-house tool to evaluate global warming potential (GWP), eutrophication and depletion of non-renewable resources associated with the production and transportation of reinforced concrete constituents used on the project, in particular the cement, aggregates and reinforcement steel.

Note that it is also the Client's desire that the Project shall optimise the use of supplementary cementitious materials such as pulverized fuel ash (PFA) and/or granulated blast furnace slag (GGBS) for durability purposes – this shall be taken into account in the above. If the

implementation of the subject of the contract requires entry to the BHCT terminal, the contractor undertakes to contact a BHCT representative in order to provide the applicable data necessary to complete the entry notification. Based on the International Ship and Port Facility Security Code the data contained in the notifications are collected for the purpose of identity verification. Each contractor entering/entering the BHCT premises undergoes to a security check and must have a valid ID with photo to confirm his/her identity.
Access to the Port Facility depends on the applicable security level at the terminal.

The Consultant is required to comply with all BHTC procedures. Anyone wishing to pass/enter BHTC premises must read the Safety Guide and also complete training.

4 LOCATION OF SERVICES

The Consultant shall interact with the Client's Project Team, which will be primarily based in Gdansk, to obtain inputs for the implemented services.

Project meetings shall be held in Gdansk. Where the Client so thinks necessary, up to three (3) meetings may also be held outside of Poland following award of the Services. If meetings are requested outside of Poland, then the Consultant will be reimbursed for air travel expenses at cost (economy class tickets) only.

During the Construction stage, the Consultant shall at its own cost, set up, maintain and run its own project office in Poland a maximum of 20 km from the centre of Gdansk to facilitate the Project works and meetings with the Client during the Pre-Construction Stage.

The site supervision team shall be based on site at Gdansk. Site offices and cars will be provided to the Consultant by the Client via the Construction Contract.

Head office personnel shall interact with the Client's Project Team, which will be primarily based in Gdansk.

Project meetings during the construction stage shall be held in Gdansk. The Consultant’s Project Manager shall attend monthly progress meetings on site. Key technical and contracts staff will be expected to also attend as and when expected. The Client allows the possibility of holding meetings in hybrid form, with the stipulation that Kick-Off Meetings and a minimum of one meeting per month regarding the progress of the Consultant's work must be held through a traditional (F2F) meeting between the Client’s representative(s) and the Consultant. The Client also reserves the right to call for the Consultant's personal appearance at the meeting if there are doubts about the progress on the scope commissioned by the Consultant.

5 PERSONNEL

The Consultant shall assign the minimum Key Personnel shown below to the Project. These key positions are in addition to other engineering and technical support staff that the Consultant will require to deliver the scope of Services. The Consultant may also add to this list of Key Personnel if required.

The Consultant shall provide detailed personnel schedules in his proposal to show individual roles and monthly inputs for all positions.

5.1 Head Office Team

a) Provide a suitable head office team to deliver the Services, described in point 3 Scope of Services.

b) As a minimum, but not limited to the Head Office personnel shall include the following Key Personnel:

Table B1: Head Office Key Personnel

	KEY POSITION	**QUALIFICATIONS**
a)	Project Director	CEO, company director, divisional director or similar. Minimum 20 years relevant experience including at least 15 years experience in the development of port and maritime infrastructure.
b)	Project Manager	A Civil Engineer with a minimum of 15 years of project management experience.
c)	Team Leader (Quantity Surveying)	A minimum of 10 years of experience in quantity surveying/preparation of bills of quantities.
d)	Design Team Leader (Marine Structures, Electrical Services, Mechanical Services)	A minimum of 15 years of related maritime civil engineering design experience in port & maritime structures.
e)	Design Team Leader (Yard and Roads)	A minimum of 15 years of related civil engineering design experience in port and maritime works .
f)	Geotechnical Team Leader	A minimum of 15 years of geotechnical engineering design experience in site investigation, design, reclamation and ground Improvement works .
g)	Programme Planner	A minimum of 10 years of experience in construction planning, scheduling and tracking of projects.

Each of the Key Personnel shall hold, as a minimum, a Bachelor Degree or equivalent in the relevant subject. The staff listed from a) to d): will commence work as soon as the contract is signed. Proceeding with respect to personnel in accordance with sections 4.1. and 5.6. of the RFP.

5.2 Site Team

a) Provide a suitable site team with sufficiently experienced personnel as required to adequately perform the duties and responsibilities for the Project. As a minimum this shall include the Key Personnel shown below.

Table B1: Site Key Personnel (Construction Stage)

	POSITION	**QUALIFICATIONS**
i	Chief Resident Engineer	20 years of experience in site supervision and management of ports and maritime projects involving dredging and reclamation and the construction of deep water quays, and experience in leading site teams.
ii	Contracts Manager/ Commercial Manager	A minimum of 15 years of contract management experience.
iii	Health and Safety Inspector	A minimum of 10 years experience in this position, including supervision and management for ports & maritime works related to berth and marine construction
iv	Environmental and Social Specialist	Documented experience in this position in European Taxonomy Rules.
v	Document Controller	Experience in the use of MS Office.
vi	Financial Specialist	A minimum of 5 years experience in this position, including experience of dealing with European funds.
vii	Senior Site Engineer (Structural and Civil)	15 years of experience in site supervision and management for ports & maritime works related to berth and marine construction.
viii	Senior Site Engineer (Yard and Roads)	15 years of experience in site supervision of ports & maritime project related to marine and on-shore civil works, heavy pavement.
ix	Senior Site Engineer (Geotechnical)	10 years experience including dredging, reclamation and ground improvements.
x	Senior Site Electrical and Mechanical Engineer	10 years of experience in site supervision for Electrical and Mechanical Engineering works.
xi	Quantity Surveyor/ Cost Controller	10 years of experience in quantity surveying/preparation of bills of quantities for major projects.
xii	Senior Site Engineer Telecommunications	10 years of experience in site supervision of Wireless Radio Communications, Fiber Optics, CCTV and PABX systems, and system integration
xiii	Quality Assurance Engineer	10 years of experience in implementation and maintenance of the quality management system for the construction of port & maritime works.

	POSITION	**QUALIFICATIONS**
xiv	Senior Site Inspector	15 years experience in site supervision, including at least 10 years of experience in port & maritime construction.
xv	Site Inspectors: - Quay - Yard and roads - Piling - Concrete/ materials testing - Welding - Electrical - Telecom - Sanitary & Drainage	8 years experience of inspection of related works including 3 years experience in site supervision for port & maritime works.
xvi	Office Administrator	Manage phone calls and correspondences.

b) The Consultant shall keep the site team personnel under review throughout the project and shall advise the Client if he considers that the site team or any of the key positions above need to be modified, reduced or added to in any way.

c) The Consultant shall appoint such resident site staff on agreed terms as are necessary for the proper performance of the Consultant's duties. Such staff shall be engaged as the employees of the Consultant. The Consultant shall be responsible for obtaining all work permits, residency and for all related logistics.

d) The staff listed from i to ii of Table B1: Site Key Personnel (Construction Stage): will commence work as soon as the contract is signed. Proceeding with respect to personnel in accordance with sections 4.1. and 5.6. of the RFP.

e) Appointment of resident site staff shall be subject to approval in writing by the Client.

f) The above personal scope of the Engineer's team is not limited to the above resource. In the event that the Consultant recognizes the need for support through additional persons, the Consultant will propose additional personnel to the Client with the proviso that this will not entitle the Consultant to additional payments.