



Consultant PQC Form 3—Office Details

3.1 Office Details

Name of applicant

Office location (town/city)

Office type

Business address

Postal address (if same as business address)

3.2 Indigenous community experience

Is the Applicant interested in providing consultancy services to indigenous communities? Yes No

3.3 Principal consultant

Is the Applicant interested in acting as a principal consultant? Yes No

3.4 Preferred contact for this application

Title Contact name

Position title

Email

Telephone

Fax

Mobile

3.5 Preferred contact for this office (if same as 3.4)

Title Contact name

Position title

Email

Telephone

Fax

Mobile

3.6 Propriety (fit and proper) considerations

Significant individuals list

Title Full name

Position held

Office location

Title Full name

Position held

Office location

Title Full name

Position held

Office location

Title Full name

Position held

Office location

Title Full name

Position held

Office location

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3.7 Management systems

Quality management systems (provide certificate)

The applicant is AS/NZS ISO 9001:2008 certified
 ⇒ Expiry date

None

Permissible exclusions applicable to AS/NZS ISO 9001:2000

3.8 Management systems

Environmental management systems (provide certificate)

The applicant is AS/NZS ISO14001:2004 certified
 ⇒ Expiry date

None

3.9 Areas of operation and maximum commission value

Maximum commission value (\$)

Area of operation

Select all

Location (refer to figure 1)	Mainland	Island
 Brisbane—A1	<input type="checkbox"/>	<input type="checkbox"/>
 Central West	<input type="checkbox"/>	<input type="checkbox"/>
 Darling Downs	<input type="checkbox"/>	<input type="checkbox"/>
 Far North	<input type="checkbox"/>	<input type="checkbox"/>
 Fitzroy	<input type="checkbox"/>	<input type="checkbox"/>
 Mackay	<input type="checkbox"/>	<input type="checkbox"/>
 Moreton North/Sunshine Coast—A2	<input type="checkbox"/>	<input type="checkbox"/>
 Moreton South/Gold Coast—A3	<input type="checkbox"/>	<input type="checkbox"/>
 North West	<input type="checkbox"/>	<input type="checkbox"/>
 Northern	<input type="checkbox"/>	<input type="checkbox"/>
 South West	<input type="checkbox"/>	<input type="checkbox"/>
 Wide Bay Burnett	<input type="checkbox"/>	<input type="checkbox"/>

Figure 1 (PQC Regions)



NOTE

PQC Regions are based on 'Statistical Division Queensland 2001 Census' prepared by the Department of Natural Resources and Mines for the Office of Economic and Statistical Research (except for the separation of the Division of Moreton into Moreton North/Sunshine Coast and Moreton South/Gold Coast).

Consultant PQC Form 3—Office Details**3.10 Project capabilities****Work category**

- New Facility/Addition
- Refurbishment/Renovation/Repairs
- Fitout

Project Types Listing**Authorities**

- Ambulance stations
- Correctional/detention centres
- Courthouses
- Fire and rescue training centres
- Fire stations
- Joint emergency services centres
- Police stations
- Watchhouses

Civic

- Art galleries/museums
- Community centres
- Convention centres
- Cultural centres
- Libraries
- Performing art centres
- Public toilets

Education

- School complexes
- Universities/TAFE Institutes

Health Care

- Child care centres
- Health centres/clinics
- Hospitals general/district
- Nursing homes/Aged facilities
- Research laboratories

Industrial

- Industrial

Heritage

- Heritage buildings

Administrative/offices

- Low rise (up to three storeys)
- High rise (over three storeys)

Recreation

- Gymnasiums
- Recreation centres and facilities
- Sport centres and facilities
- Stadiums
- Swimming pools

Residential

- Duplexes (attached)
- Hostel
- Houses (detached single dwelling)
- Units

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3.11 Commission type/s (Building Industry Consultants)

Commission Type	Service Activity	Building Industry Consultant
Building Project Management	Building Project Management	<input type="checkbox"/> Builder—Low rise (QBCC) <input type="checkbox"/> Builder—Medium rise (QBCC) <input type="checkbox"/> Builder—Open (QBCC) <input type="checkbox"/> Builder—Project management services (QBCC) <input type="checkbox"/> Registered Architect (BOA) <input type="checkbox"/> Registered Engineer (BPEQ)
Compliance	Building Certification	<input type="checkbox"/> Building Surveyor (QBCC) <input type="checkbox"/> Building Surveyor Assistant (QBCC) <input type="checkbox"/> Building Surveyor Technician (QBCC)
Cost Management	Bill of Quantities	<input type="checkbox"/> Quantity Surveyor (eligible for AIQS membership)
	Cost Planning and Management	<input type="checkbox"/> Quantity Surveyor (eligible for AIQS membership)
Design and documentation	Acoustics	<input type="checkbox"/> Registered Engineer (BPEQ)
	Building Design	<input type="checkbox"/> Registered Architect (BOA)
		<input type="checkbox"/> Building Designer (QBCC)
		<input type="checkbox"/> Residential Designer (QBCC)
	Civil Engineering	<input type="checkbox"/> Registered Civil Engineer (BPEQ)
		<input type="checkbox"/> Engineering Technologist/Associate (Civil) (NETR registered)
	Electrical (power, data and communication)	<input type="checkbox"/> Registered Electrical Engineer (BPEQ)
		<input type="checkbox"/> Engineering Technologist/Associate (Electrical) (NETR registered)
	Energy	<input type="checkbox"/> Registered Electrical/Mechanical Engineer (BPEQ)
		<input type="checkbox"/> Engineering Technologist/Associate (Electrical/ Mechanical) (NETR registered)
		<input type="checkbox"/> Mechanical contractor (QBCC)
	Environmental	<input type="checkbox"/> Registered Civil Engineer (BPEQ)
		<input type="checkbox"/> Environmental Scientist practicing in environmental engineering
		<input type="checkbox"/> Landscape Architect (eligible for corporate membership of AILA)
<input type="checkbox"/> Certified Environmental Practitioner (CEnvP)		
Fire	<input type="checkbox"/> Registered Engineer (BPEQ)	
Hydraulics/Plumbing	<input type="checkbox"/> Registered Civil Engineer (BPEQ)	
	<input type="checkbox"/> Hydraulics Services Designer (QBCC)	
Landscape Design	<input type="checkbox"/> Landscape Architect (eligible for corporate membership of AILA)	
Mechanical (HVAC)	<input type="checkbox"/> Registered Mechanical Engineer (BPEQ)	
	<input type="checkbox"/> Mechanical contractor (QBCC)	
Security	<input type="checkbox"/> Registered Electrical/ Mechanical Engineer (BPEQ)	
Structural	<input type="checkbox"/> Registered Civil/Structural Engineer (BPEQ)	
	<input type="checkbox"/> Engineering Technologist/Associate (Civil) (NETR registered)	
Vertical Transportation	<input type="checkbox"/> Registered Engineer (BPEQ)	
Survey/Site investigation	Geotechnical	<input type="checkbox"/> Registered Civil Engineer (BPEQ)
		<input type="checkbox"/> Engineering Technologist/Associate (Civil) (NETR registered)
<input type="checkbox"/> Site Classifier (QBCC)		
	Surveying	<input type="checkbox"/> Licensed Consulting Surveyor (SBQ)

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3.13 Projects listing

Provide details below and attach additional information as required

Project name

Location (refer to 3.9)

Work category (refer to 3.10)

Project type (refer to 3.10)

Commission type (refer to 3.11) Service activity (refer to 3.11)

Commencement date Completion date

Project final value (\$) Fee (% or \$)

Referee name

Referee role (eg. client, principal consultant)

Telephone Mobile

Email

Project name

Location (refer to 3.9)

Work category (refer to 3.10)

Project type (refer to 3.10)

Commission type (refer to 3.11) Service activity (refer to 3.11)

Commencement date Completion date

Project final value (\$) Fee (% or \$)

Referee name

Referee role (eg. client, principal consultant)

Telephone Mobile

Email

Project name

Location (refer to 3.9)

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Project type (refer to 3.10)

Commission type (refer to 3.11) Service activity (refer to 3.11)

Commencement date Completion date

Project final value (\$) Fee (% or \$)

Referee name

Referee role (eg. client, principal consultant)

Telephone Mobile

Email

Name of Applicant

The definitions stated in the preamble to the application forms apply to these conditions.

In submitting the accompanying application for Prequalification (PQC), the Applicant:

1. acknowledges that the State will rely upon information provided by the Applicant to determine the Applicant's eligibility for registration.
2. agrees that it will:
 - a) make available to the State, upon request, all necessary documentation held or reasonably obtainable by the Applicant supporting its application for registration;
 - b) provide the names of all Significant Individuals of the Applicant;
 - c) prior to registration, notify the State, without delay, of material changes, if any, to its operational or management practices, and its financial or technical capacity, that may have an effect on its eligibility for registration;
 - d) have no entitlement to tender for, or be awarded, any contract with the State, under the Prequalification (PQC) System, unless or until it has been issued a *PQC Certificate of Prequalification (PQC)*, with its accompanying *Schedule to Registration of Prequalification*, that provides the necessary entitlement; and
 - e) be bound, upon registration, by the *Conditions of Prequalification (PQC)*.
3. agrees that the State may:
 - a) make all necessary enquiries of any person or persons regarding:
 - i) the information provided by the Applicant in support of its application;
 - ii) information from any source relating to the Applicant; and
 - iii) the performance and/or financial standing of the Applicant.
 - b) in its absolute discretion and without giving reasons, decide not to process, or to suspend or cease the processing of an application for registration.

Title

Name

Signature

Date

Note

The person whose signature appears above must be authorised to commit the Applicant to the above conditions.

Privacy Notice

The Department of Housing and Public Works is collecting your personal and business information on this form for the purpose of assessing your application for prequalification on the PQC System. In assessing your application some of this information will usually be given to:

- Queensland Building and Construction Commission
- Workplace Health and Safety Queensland
- Department of Justice and Attorney-General
- WorkCover Queensland
- QComp.

The Department of Housing and Public Works may also give some of this information to other relevant government and industry entities for the purpose of assessing your application.

This information will not be disclosed to any other third party, without your consent, unless authorised or required by law.

The State is entitled to publish on the Department of Housing and Public Works' website (www.hpw.qld.gov.au), or by any other means, the names and business addresses of trading entities registered on the PQC System.

Consultant PQC Form 3—Conditions of Prequalification (PQC)

The definitions stated in the preamble to the application forms apply to these conditions.

1. The Registrant acknowledges that the Queensland Government (the State) has relied upon information provided by the Registrant in granting registration to the Registrant.
2. The Registrant agrees that the State may make enquiries of any person or persons regarding:
 - a) the information provided by the Registrant in support of its initial application or any subsequent application to vary its registration status;
 - b) information from any source relating to the Registrant; and
 - c) the performance and financial standing of the Registrant.
3. The Registrant agrees to make available to the State, upon request, all necessary documentation held or reasonably obtainable by the Registrant supporting its initial, or any subsequent application for registration.
4. The Registrant agrees that the State may publish the Registrant's name, business contact details, and information regarding the commission types and service activities for which prequalification is held as a basis for facilitating Registrants working together on government projects.
5. The Registrant agrees to notify the State without delay of any material changes to its business structure; its operational or management practices; its public liability or professional indemnity insurances; and its technical capacity, which may have an effect on its registration status.
6. The Registrant agrees to participate in performance reporting processes for all consulting services related to government projects under the PQC System on which the Registrant has been commissioned.
7. A performance report may result in the State reviewing, upgrading, downgrading, suspending, or cancelling the Registrant's registration.
8. The Registrant agrees that, in the event of entering into any commission with the State, it will comply with all legal and contractual requirements of the commission.
9. The Registrant agrees that it will comply with government policies and legislation, including but not limited to:
 - a) the Queensland Code of Practice for the Building and Construction Industry;
 - b) government policies developed from time to time that specifically apply to the building and construction industry;
 - c) workplace health and safety, industrial relations, workers compensation and any environmental legislation;
 - d) the legislation relevant to the Registrant's profession, i.e. the Architects Act 2002; the Professional Engineers Act 2002 or the Queensland Building and Construction Commission Act 1991 and Regulations.3.
10. The Registrant acknowledges that it is not entitled to submit proposals for, or be commissioned for, any work for the State, under the Prequalification (PQC) System, to which its *Certificate of Prequalification (PQC)*, with its accompanying Schedule to Registration of Prequalification (PQC), does not provide an entitlement.
11. The *Certificate of Prequalification (PQC)*, its accompanying Schedule to Registration of Prequalification (PQC), and any registration status accorded to any Registrant shall not be regarded, taken or held out as any warranty or undertaking as to the performance of or ability of any Registrant to perform services related to any project nor as any basis for liability by the State to make payments to the Registrant or any of its suppliers or subconsultants.
12. The State gives no warranty or undertaking of any nature to any party or person by reason of registration or the issue of the *Certificate of Prequalification (PQC)* as to a Registrant's competency, ability or fitness to undertake services related to projects of any nature whatsoever.
13. The State does not accept any liability for any loss of any nature whatsoever occasioned by any party or person acting or refraining from acting in reliance upon any statement, advice or information contained in the *Certificate of Prequalification (PQC)* or in any way connected or associated with registration.
14. The *Certificate of Prequalification (PQC)* remains the property of the State and must be returned immediately (if issued to a Registrant in hard copy format) to the State upon demand. If the *Certificate of Prequalification (PQC)* has been issued to a Registrant in electronic format, the Registrant must cease to use the *Certificate of Prequalification (PQC)* in any way, if the State advises the Registrant to do so.
15. A breach of any of these Conditions of Prequalification (PQC) may result in the State reviewing, downgrading, suspending, or cancelling the Registrant's registration.

Notwithstanding, the State in its absolute discretion and at any time, without reference to the Registrant, may review, upgrade, downgrade, suspend or cancel registration.