Application Form

Prequalification of Noise Barrier Design Companies

October 2021

|  |  |  |  |
| --- | --- | --- | --- |
| Office Use Only | | | |
| Panel Rating | | Remarks | |
| Panel Assessment Approval | | | |
| Name |  | Signature |  |
| Position |  | Date |  |

# Application for registration of noise barrier design: New applicants and existing registrants

|  |
| --- |
| **General instructions:**  This application form must be fully completed by all applicants for prequalification of noise barrier design.  The application form contains a Preliminaries section and three further sections addressing the four assessment criteria. Applicants must complete all sections of the application form.  The application form contains form fields to enable it to be completed either electronically or in hard copy. |

|  |  |  |
| --- | --- | --- |
| Preliminaries | | |
| Applicant details | | |
| Applicant (company) |  | |
| Trading Name |  | |
| Postal Address |  | |
| Contact details | | |
| Contact Name |  | |
| Contact Position |  | |
| Telephone |  | |
| Email |  | |
| Website |  | |
| Nature of Application (tick to confirm the relevant field) | | |
| New Application |  | |
| Renew current registration level |  | |
| Upgrade to higher registration level |  | |
| Company Profile | | |
| 1. Brief description of the present organisation including attaching the organisational chart showing the relationship between the applicant, and parent and subsidiary companies (where relevant), including names of principals, directors and partners. Tick to confirm the brief description and organisational chart is attached. | | |
| 1. ACN / ABN |  | |
| 1. If applicable, provide details of any former business names and give details as above. | | |
|  | | |
| 1. Has the organisation ever had a project terminated or taken over? If yes, attach details. | | |
|  | | |
| 1. Has the applicant, or any former business identified above, ever been declared bankrupt, entered into receivership, administration, scheme of arrangement, or creditors’ composition pursuant to the Bankruptcy Act or Corporations Law? If yes, give details. | | |
|  | | |
| 1. Provide the name of directors and senior managers to the noise barrier design projects (tick to confirm copy of resume attached) | |  |
| 1. Quality Management (tick to confirm copy of 3rd party certification attached) | |  |
| 1. Public Liability Insurance (tick to confirm copy of policy attached) | |  |
| 1. Workers Compensation Insurance (tick to confirm copy of policy attached) | |  |
| 1. Registered Professional Engineer of Queensland (Name, RPEQ number and Discipline details attached) | |  |
| Company Experience | | |
| 1. Number of years of relevant experience as a head or a subcontractor for noise barrier design projects (tick to confirm details attached) | |  |
| 1. Current and completed noise barrier design project details, in order of date (within last 10 years). Information must be presented in a tabular format including, project description, client, type of contract as a head or subcontractor, start and completion date, type of noise barrier, contract value and client contact person (tick to confirm tabular form attached) | |  |
| 1. Staff having relevant experience to the noise barrier design. Information must be presented in a tabular format including staff name, qualification, years of experience, current position, project description, client and client contact person (tick to confirm tabular form attached) | |  |
| Financial Capacity | | |
| Financial statement including business assets and cash flow declared by the Company’s Managing Director (tick to confirm declaration letter attached) | |  |
| Technical Capacity | | |
| 1. Detail experience relevant to noise barrier design including capability in planning and associated design works. | | |
|  | | |

# Sample table – Construction experience - refer 3(b)

| **Project Description#** (name, road name & location) | Client (Transport and Main Roads / project details) | Contract Arrangement (contractor / subcontractor) | Start and Completion Date (month / year) | Noise barrier (type and approximate length) / Road Infrastructure | Contract Value | Client Contact Person |
| --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

Note: # Only five significant projects.

# Sample table – Staff experience – 3(c)

| Name | Qualification | Years of experience (noise barrier / road infrastructure design) | Current Position | Project Description (name, road name and location | Client (Transport and Main Roads / project details | Client Contact Person |
| --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

|  |  |
| --- | --- |
| 1. Knowledge or experience of Transport and Main Roads Manuals, Technical Specifications and Standard Drawings. | |
|  | |
| 1. Evidence of workers receiving required training and required skills to perform their work safely, so that they do not endanger the safety of others. | |
|  | |
| 1. Evidence of staff using Engineering Software (that is, 12D Model, Structural Design and geotechnical engineering software). | |
|  | |
| Submitting the Application | |
| Applications should include a covering letter on company letterhead including the following paragraph:  In submitting this application for prequalification, we certify that the information in this application is true and correct and fully complies with the requirements in Procedure Manual of Prequalification of Noise Barrier Design Companies of the Transport and Main Roads, Consultant for Engineering Projects and application form.  We also acknowledge and agree to and hereby comply with the ‘Terms and Conditions’ referred to in Section 7 of Procedure Manual – Prequalification of Noise Barrier Design Companies of the Transport and Main Roads, Consultant for Engineering Projects in noise barrier design activities undertaken on behalf of the department. | |
| The letter must be signed by the Applicant’s authorised representative as follows: | |
| Name |  |
| Position (Company Secretary / Director) |  |
| Signature |  |
| Witness Name |  |
| Witness Signature |  |
| Date |  |
| Applications should be forwarded to:  Principal Engineer (Noise and Air) - Road Design Unit  Hydraulics, Design and Spatial Directorate  Engineering and Technology Branch  Department of Transport and Main Roads  GPO Box 1412  Brisbane City, QLD 4001  Email: [arumugam.z.devaraj@tmr.qld.gov.au](file:///\\corp.tmr.qld.gov.au\shares\groups\Technical%20Services\Technical%20Documents%20Unit\1%20Publishing%20Requests\P1394%20-%20Noise%20APS\Formatted\arumugam.z.devaraj@tmr.qld.gov.au) | |
| The Department of Transport and Main Roads collects the personal information for the purposes of assessing prequalification of noise barrier design companies. The information you provide such as your company web address may be published on the departments [online register](file:///\\corp.tmr.qld.gov.au\shares\groups\Technical%20Services\Technical%20Documents%20Unit\1%20Publishing%20Requests\P00138%20-%20Noise%20APS\Original\Traffic%20engineering,%20traffic%20management%20and%20road%20safety%20(Department%20of%20Transport%20and%20Main%20Roads)%20(tmr.qld.gov.au)) of Prequalified Suppliers for Noise Barrier Design. Your personal information will not be used for any other purpose unless authorised or required to by law. | |