



QS Awards 2022

Nomination Kit For Project Application

ABOUT QS AWARDS 2022

The quantity surveying profession evolved in the Hong Kong construction industry some eighty years ago. Over the decades, many quantity surveyors have dedicated their time and effort to escalating the professionalism of quantity surveyors, developing and strengthening the regime of quantity surveying, and the collaborations with the government and other professional disciplines. The professional quantity surveyor is one of the important pillars of the local construction industry.

The QS Awards 2022 is the first of its kind organized by the Quantity Surveying Division of the Hong Kong Institute of Surveyors.

AWARD CATEGORIES

HKIS QS Awards 2022 is open to all types of development projects, including private real estate development and government works, building and civil engineering works, additions and alterations, retrofit and renovation works, MEP engineering works, and the like.

The success of a construction project is a collection of multi-parties' efforts, including the developers, architects, designers, engineers, quantity surveyors, construction managers, contractors, and sub-contractors. The quantity surveyors contribute their professional expertise, intertwine and react with the inputs and outputs of multi-parties to arrive at a successful project delivery.

In the QS Awards 2022, the award categories are in two classifications, namely (a) awards to projects and (b) awards to individuals.

The objective of the awards to projects is to recognise and honour the awarding project and construction teams for their excellent contractual and financial performance in the execution, delivery and completion of the projects.

The objective of the awards to projects on innovation is to recognise and honour the awarding project and construction teams for their creation or adoption of innovative or digitalised tools and workflows, and applied them to projects to create additional value in contractual or financial performance.

The Awards to Projects are:

QS Contract Management Awards (Clients and Consultants)	This is the award to the project team that has attained a high level of excellence in the performance of professional services to the client in the contract administration and financial management of a project.
QS Contract Management Awards (Contractors)	This is the award to the project team that has demonstrated a rewarding and high level of professionalism in the delivery of contract administration and financial management function in a project in a contractor's business environment.
QS Awards (Innovation)	This is the award to the project team who has created innovative or digitalised tools and workflows in contract administration or financial management, and applied them effectively in a project to create value and excel project performance.

ASSESSMENT CRITERIA FOR PROJECTS

For QS Awards on Projects

In the evaluation of the contract administration and financial management, the assessment will be focused on the performance in the following areas:

- (1) The ability to understand, collect, expand and include the requirements of the project participants and/or the project parameters into cost estimates, the tender & contract arrangement, plan and carry out the contract administration function in line with the circumstances and happening of the project activities.
- (2) The ability to offer professional services to the project participants in a cohesive manner and without causing distortion or deviation from the objectives of the project participants in completing the project.
- (3) The ability to carry out and complete the contract administration and financial management function in pace with and meeting the time requirements of the project development and/or the project parameters.

- (4) The ability to provide cost advice on design options and related changes proactively, raise the attention and awareness of the project participants of possible monetary claims, and/or recommendation of alternative options or value engineering for better solutions.
- (5) Apart from the above, the judging panel will also be considering the applications on the team structure and hierarchy, the workflow procedures, the check and balance system for contract administration and financial management function, the fairness and sensible administration of contract among the project stakeholders, the merits and benefits that can be brought to the successful delivery of the project.

For QS Awards on Projects in Innovation

The applicant will need to demonstrate the following:

- (1) **Vision and Strategic Planning**
Describe how the project team has set the vision and the strategies to plan, develop and implement the innovative or digitalised technologies in the contract administration and financial management of a project.
- (2) **Innovation & Technological Shift**
The project team will need to illustrate what innovation has been introduced to disrupt the current contract administration and financial management process and workflow in the project; whether the innovation is based on emerging or well-proven technologies, and elaborate on how to turn the innovative or digitalised technologies into practice that can be applied to a real project without causing errors or inconvenience in the delivery of the project.
- (3) **Execution & Achievement**
The project team will need to show how the innovative or digitalised technologies applied to the contract administration and financial management functions have benefited the project in the enhancement of productivity, quality, time, cost and sustainability, with measurable improvements, including the effect on collaboration among the project participants.
- (4) **Impact on QS discipline and industry**
The organisation and the project team should elaborate on how far the innovative or digitalised technologies applied to the contract administration and financial management functions in the project have been shared with the construction and building industry and the recognition received. The compounding effect on the construction industry to develop further innovation to improve the contract administration and financial management functions and workflow should also be indicated.

ELIGIBILITY

1. The project under application shall be in the Hong Kong Special Administrative Region. Projects completed in Mainland China are also welcome provided that the person-in-charge of performing contract administration and financial management function is a fellow or corporate member of the Quantity Surveying Division of the HKIS as required under item 3 below of this section.
2. The project under application should, in terms of the construction contract signed between the client and the contractor, has been certified practically completed or substantially completed in accordance with the provisions of the contract regarding practical or substantial completion on a date within 1 July 2017 to 30 June 2021 (both dates inclusive). For clarification, a partially completed project including sectionally completed project is, for the purpose of eligibility, not regarded as practically and substantially completed satisfying this condition.

[NOTE: This condition about the date of project completion is not applicable to the applications for QS Awards on Projects in Innovation (updated as at 31 May 2022).]

3. A team member of the applicant who is in charge of the contract administration and financial management function of the project under application must be a fellow or corporate member of the Quantity Surveying Division of the HKIS during the time when the project under application was under construction and at the time of making this application through to the time of the award presentation tentatively in September 2022.
4. The applicant can submit more than one application. Each application is for one project only. Multiple applications are required from an applicant who wishes to submit for multiple projects.
5. The applicant can submit application of the same project for more than one category subject to final approval by the QS Awards 2022 Organising Committee.
6. The applicant can apply in joint names with the project participants. In case of an application in joint names has been submitted, another application from individual project participants on the same project(s) and in the same award category will not be permitted.
7. A HKD2,000 application fee will be collected for each application and is non-refundable. Submission will only be considered valid upon receipt of payment by the HKIS and confirmation of payment from the HKIS to the applicant.

8. The applicant of the applied project(s) should be a Hong Kong based company with registered office in Hong Kong.
9. All applications shall be submitted via the prescribed online arrangement. Should an applicant submit multiple applications, separate online submission should be arranged for each application.
10. The QS Awards 2022 Organising Committee reserves the right to make final and binding decisions on the eligibility of all applications.
11. The QS Awards 2022 Organising Committee reserves the right to not bestow an award if the jury panel deems that no application has earned an award.
12. The applicant is required to conduct a final presentation to the Jury Panel of the QS Awards 2022 when the applicant is shortlisted by the QS Awards 2022 Organising Committee. Finalist qualification will be usurped if the applicant fails to conduct a final presentation to the Jury Panel.
13. The decision of the Jury Panel shall be final for the awards.
14. Any award category receiving less than 2 applications will not be able to award a winner. The application fee will be refunded to the applicant(s) in this particular situation.
15. Members of the QS Awards 2022 Organising Committee, Jury Panel of the QS Awards are not eligible to apply for the Awards to Individuals, and not eligible to apply for the Awards of Excellence, and Awards on Projects if they are responsible for the daily operation or daily supervision of the projects.

APPLICATION DEADLINES & SUBMISSION DETAILS

1. Submission Deadline: 12 noon (Hong Kong Time/GMT +8), Friday, 8 July 2022 (Late submissions will not be considered.)
2. Each application should provide a brief description of the Project in not more than 100 words summary for the use of the HKIS in the marketing and promotion of the QS Awards 2022.
3. Each application for Awards to Projects shall be accompanied with the company logo(s) (in ai format) of the applicant and digital images (in jpg or png format, image resolution no less than 350 dpi) of the team members stated in the application. These will be used by the HKIS in displaying the applicant and the team members in the awards presentation ceremony to be held on 23 September 2022.

4. The applicant is welcome to provide relevant materials to support the application. The materials should be in digital format (in pdf or docx or ai or jpg or png format, image resolution no less than 350 dpi).
5. All information supplied in the application submission will be used for the purposes of assessment of the eligibility and the awards, and for marketing and promotion of the QS Awards 2022.
6. Written consent from the client of the project under application and the applicant to disclose the project particulars to the QS Awards 2022 Organising Committee and the Jury Panel for the assessment of the eligibility of admission and award.
7. The applicant shall state in the submission the information that is regarded as confidential and non-disclosable by the HKIS for the purposes of marketing and promotion of the QS Awards 2022.

APPLICATION FEE

1. HKD2,000 will be collected for each application for QS Awards on Projects.
2. Payment shall be made by cheque (HKD2,000 per application) payable to "Surveyors Services Limited".
3. The application fee is non-refundable upon submission.
4. The submitted application fee of ineligible project will not be refunded.

REQUIRED APPLICATION DOCUMENTS / MATERIALS

All submissions must be uploaded to the applicant's personal drive and email the download link to the designated email: **submission@hkis-qsawards.com** with the subject name marked as "**QS Awards 2022 – Project Application**" containing the digital copies in pdf format, and all the documents required in the Application Form.

The application documents and materials are to include:

- (i) Completed application form in PDF format and duly signed.
- (ii) The name, contact email and phone number of the Nominators.
- (iii) A brief description of the Project in not more than 100 words summary for the marketing and promotion of the QS Awards 2022.

- (iv) Nomination written statement by one of the project participants in support of the application irrespective of the nominators is in the joint names of the application. (updated as at 31 May 2022)
- (v) Application document must be within a maximum of 20 pages of content materials in A4 (photos, charts, programmes or other illustrations can be on A3) size, as deemed appropriate, for each applied project and with not more than 2000 words to illustrate the relevance and merits in meeting the assessment criteria. (updated as at 31 May 2022)
- (vi) A minimum of 6 digital images showing the applied project. (Format: “.jpg”, image resolution no less than 350 dpi)
- (vii) Written consent from the client of the project under application in disclosing the project particulars for the participation in the QS Awards 2022 Event.
- (viii) Written consent from the applicant to disclose the project particulars to the QS Awards 2022 Organising Committee and the Jury Panel for the assessment of the eligibility of admission and award.
- (ix) Logos of the companies of the project team members. (Format: “.ai” and “.jpg”, image resolution no less than 350 dpi)

Notes:

1. All submission should be written in English, supplemented with Chinese contents if required.
2. All the materials will not be returned to the applicant after submission.
3. The QS Awards 2022 Organising Committee reserves the right to reproduce, print, and/or publish the materials submitted in either paper, electronics or other formats, or for any use in association with the QS Awards 2022.
4. The information obtained will be used for the QS Awards 2022 only.
5. applicant who wishes to withdraw the application after submission must submit an official letter of withdrawal to the QS Awards 2022 Organising Committee.

REQUIRED MATERIALS FROM FINALISTS

A 25-second video will be collected from the applicant who is shortlisted to enter the finalist round. The video is for introducing the project, and will be displayed at the Award Presentation Ceremony. Submission deadline will be in August 2022 (to be confirmed).

SCHEDULE

Application opens on 16 May 2022.

Application Deadline closes at 12 noon on 8 July 2022.

The following is a list of the important dates of the awards:

- (1) First Screening will be conducted in July 2022*.
- (2) Finalists announcement will be in the beginning of August 2022*.
- (3) Finalists Presentation to Jury Panel will be conducted in mid to late August 2022*.
- (4) Finalists Interview with the Jury Panel of Young QS Awards will be conducted in mid to late August 2022*.
- (5) Winners will be announced at the award presentation ceremony to be held on 23 September 2022*.

*Dates are subject to adjustment to align with the statutory imposable public health and safety requirements and restrictions.

AWARD TYPE

There will be Gold, Silver and Bronze award for the QS Contract Management Awards (Clients and Consultants), QS Contract Management Awards (Contractors), and QS Awards (Innovation).

There will be recognition for the finalists who have presented at the Finalist Presentation to the Jury Panel.

The QS Awards 2022 Organising Committee reserves the right not to bestow an award if the jury panel deems that no application is worth receiving that particular award.

The decision of the jury panel shall be final.

ENQUIRIES

For enquiries, please contact

QS Awards 2022 Secretariat Office

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