

Prequalification Criteria of Consultants

1. Consultancy firms aiming for prequalification must meet the following requirements:

a. Conviction

i. The consultancy firm must not have been convicted in the past 5 years under any laws related to building works, site safety, occupational safety, corruption, immigration, competition, including but not limited to the following Ordinances, subsidiary legislation, regulations, bylaws, and rules:

- the Factories and Industrial Undertakings Ordinance (Cap. 59)
- the Immigration Ordinance (Cap. 115)
- the Buildings Ordinance (Cap. 123)
- the Prevention of Bribery Ordinance (Cap. 201)
- the Occupational Safety and Health Ordinance (Cap. 509)
- the Competition Ordinance (Cap. 619)

ii. None of the directors, partners and/or sole proprietor, as applicable, of the consultancy firm have been convicted in the past 5 years under any of the aforementioned laws and regulations.

b. Suspensions from Tendering

The consultancy firm shall not be under any current suspension and restriction (including voluntary suspension and restriction) from tendering under any of the approved consultancy lists of the Government of the Hong Kong Special Administrative Region, the Hong Kong Housing Authority and/or the Hong Kong Housing Society for maintenance works or new building works.

c. Disciplinary Action

Any professional who is under disciplinary action under the Buildings Ordinance (Cap 123) or their respective professional bodies will not be counted for purpose of staffing requirements.

d. Staffing and Project Experience

The consultancy firm should meet ALL criteria under A for staffing and either B1 or B2 for project experience to be qualified for List A or List B consultancy firms.

	Prequalification requirements of CONSULTANTS	List A firms	List B firms
A	Staffing—All staff listed in the table shall be employees of the consultancy firm. “Employee” is defined in the Employment Ordinance (Cap 57). For the avoidance of doubt, the staff from a sub-consultant to the consultancy firm are not counted as the staff of the consultancy firm.		
A1	Nos. of staff with Registered Inspector and/or Authorized Person qualification	Not less than 1	
A2	Number of Professional staff members (other than those in A1 above in this table) that are registered under one of the following: 1) professional member under the Hong Kong Institute of Architects; 2) professional member in the building or structural discipline under the Hong Kong Institute of Engineers; 3) professional member in the building surveying or quantity surveying discipline under the Hong Kong Institute of Surveyors.	Not less than 1	
A3	Nos. of Technical Staff who can meet Level 2 qualifications under the prevailing version of the Code of Practice for the Mandatory Building Inspection Scheme and the Mandatory Window Inspection Scheme	Not less than 1	
A4	Nos. of Technical Staff who can meet Level 1 qualifications under the prevailing version of the Code of Practice for the Mandatory Building Inspection Scheme and the Mandatory Window Inspection Scheme	Not less than 1	
(B)	Project Experience		
B1	<i>Project experience as Registered Inspector</i>	Type of building	
B1-1	The firm has been appointed as the Registered Inspector under s30(D)(1)(a) of the Buildings Ordinance for not less than 3 buildings in the past 3 years	Building of any size	Buildings with 60 or more units
B1-2	The firm has been appointed as the Registered Inspector under s30(D)(1)(b) of the Buildings Ordinance for not less than 1 building in the past 3 years	Building of any size	Buildings with 60 or more units
	OR		

	Prequalification requirements of CONSULTANTS	List A firms	List B firms
B2	<p><i>Project experience in addition and alteration or minor works</i></p> <p>The Authorized Person of the firm has been appointed under s.4 or s.4A of Buildings Ordinance for additional and alteration works or minor works for not less than 3 projects within the past 3 years</p>	Type of additional and alteration works or minor works	
		Of any size	For buildings with 60 units or more

- e. All Prequalified Consultants **must also meet the following new prequalification criteria by the deadlines** in order to renew their prequalification:

	New Prequalification Criteria	QR Code for the Website	Deadline
a)	Joining the “Building Rehabilitation Company Registration Scheme” (樓宇復修公司登記計劃) operated by the Urban Renewal Authority (URA)		31 December 2025
b)	Joining the “Construction Industry Integrity Charter 2.0” (「誠」建約章 2.0) jointly implemented by the Independent Commission Against Corruption (ICAC), the Development Bureau and the Construction Industry Council (CIC)		30 June 2025

Consultancy firms will be removed from the Prequalified Consultant lists if they failed to meet the two above criteria within the mentioned period.

2. Consultancy firms’ eligibility will be assessed closer to the expiration date. The consultancy firms should conduct the following via the ET:
 - a) Make a self-declaration regarding any convictions and any changes in circumstances in accordance with the prevalent prequalification criteria;
 - b) Indicate the preference to be included in List A or List B for the other year.