

PRE-QUALIFICATION DOCUMENT



**Shahpara Technical Services LLC, Dubai, UAE.
[Electro-Mechanical Services]**

Standard Prequalification Document for Contractors

Standard Sections

1.	Structure and Organization	Page 3
2.	Resources – Personnel	Page 4
3.	Resources – Others	Page 5
4.	Experience – Geographical	Page 8
5.	Experience – Relevant Projects	Page 9
6.	Additional Information	Page 10

Additional Sections

7.	General Information including Registration Details in all Emirates	Page 11
8.	Organization Structure	Page 16
9.	Tools & Measuring Instruments	Page 20
10.	List of Projects Completed from 2017 to 2020 & Ongoing Projects	Page 23
11.	Completed Projects	Page 28
12.	List of Consultants Pre-qualified with	Page 39
13.	QHSE Policy	Page 41
14.	QHSE: General Requirements, Quality Procedures & ISO Certificates	Page 43
15.	Client Reference Letters	Page 50
16.	Insurance	Page 60

Section 1: Structure and Organization

1.	Name of Company:	Shahpara Technical Services LLC <i>Dubai, UAE.</i>
	Registered Office Dubai, UAE:	P.O. Box: 391029, T: +971 4 2970 919; F: +971 4 2215 886
	Trade License	No:662623 Expiry Date: 12-Dec-2021
	E-Mail:	info@stsmep.org / khurram@stsmep.org
	Web-site	www.stsmep.org
	Contact Person	Khurram Hanif [0552342111]

2. **Description of Company as Registered in Dubai / UAE:** Shahpara Technical Services LLC (STS MEP)

Main field of activity: Electro-Mechanical Systems' Design, Installation, Testing, Commissioning and Maintenance.

3. **No. of years of experience as Electro-Mechanical Contractor in UAE:**

10 years

4. **Name and Address of any associates the company has in the country of the project knowledgeable in the procedure of customs, immigration, etc.**

Haroon Duct Fabrication LLC.
Sharjah, UAE

P.O. Box: 391029

5. **Please indicate here or attach an organization chart showing the company structure including the positions of directors and key personnel, if relevant.**

Attached Section 8 - Organization Structure

Section 2: Resources - Personnel

1. Total Number of Staff: 33

Admin : 3
Engineering & Supervisory : 7
Design : 2

2. Please list present Executive Directors:

Local Partner : Ms. Maha Ahmed Al Marzoqi
 Managing Director : Khurram Hanif.

3. Please list present Senior Management, Technical and Administrative Personnel:

Sr. No.	Name	Position	Years of Exp.
01	Mohammed Shahid	Director (Commercial)	20
02	Atif Ejaz	Manager (Projects)	28
03	Vineeth Raj	Project Manager - Electrical	15
04	Prakash L.	Mechanical Engineer	10
05	Mohammed Faiz	Asst. Manager - Procurement	6
06	Sarvana	Sr. Electrical Draughtsman	5
07	Vijeesh Jose	HVAC Draughtsman	4
08	Mohammed Sabur	Supervisor (Mechanical)	10
09	Ishtiaq Khan	Supervisor (Plumbing)	15
10	Mumtaz Ahmed	Supervisor (Electrical)	18
11	Gulab Gul	Supervisor (Electrical)	18
12	Saeed Khan	Supervisor (Electrical)	19
13	Farhan	Store Keeper	4

Section 2: Resources - Personnel

4. Please list present Labour Resources:

Sr. No.	Trade	Nos.
1	Electricians	5
2	A/C Technicians	3
3	Duct man	7
4	Insulator	5
5	Welder	2
6	Pipe Fitters	6
7	Plumber	3
8	Helpers	12
	Total	43

Section 3: Resources - Others

1. Contractor's Plant and Equipment List

On the basis of the information provided in the prequalification documents, please indicate the equipment and facilities considered by the company to be necessary for undertaking the project and whether this is already in the company's ownership or will be purchased or hired:

Attached Section 9 - Tools & Measuring Instruments

All instruments are owned and maintained by the Company

2 Sub-Contractors

If it is foreseen that any part of the contract will be subcontracted, state the type of work to be undertaken by the subcontractor (s) and, if known, give the name and address of the subcontractors (s) to be used.

Local Design Consultant, BMS & ELV Systems (CCTV, IPTV, SACS, PA. Master Clock, Fire Alarm & Voice Communication System, Special Audio Video System, Structure Cabling, Data & Communication, etc..) Fire Protection & Suppression System, Lifts / Escalators, Medical Gases, Fuel Oil System, LPG System etc.

3. Fabrication Facilities

Summary: Switchgear Division
Summary: Duct Fabrication PI, MS, GI,
Location: Sharjah, U.A.E.

4. Plant & Machinery

Summary: Plant & Machinery Division
Description: Scaffoldings and other construction equipment & tools.

5. Design & Engineering

The list below elaborates a few advanced design software's currently being used:

- a. Project Planning
- b. Carrier HAP 4.1 for Heat Load Estimation
- c. AUTOCAD 2019 for drafting & engineering
- d. MS Office
- e. Power CAD
- f. Voltage Drop Calculator
- g. DIALux and Relux for Lighting Simulation

PRE-QUALIFICATION DOCUMENT

SECTION - 4

TOOLS & MEASURING INSTRUMENTS

MEP EQUIPMENT, TOOLS & TACKLES LIST	
Sr. No.	Item Description
1	Welding Machine 3ph
2	Welding Machine 1ph
3	Angle Grinder 4.5"
4	Angle Grinder 9"
5	Drill Machine
6	Battery Operated Hand Drill Machine
7	Hammer Drill Machine
8	Threading Machine 15mm to 50mm
9	Grooving Machine 2" to 12"
10	Hole Saw Cutting Machine (3/4" - 2")
11	Pedestal Drilling Machine 3ph
12	Chain Pulley 5 ton - Manual
13	Chain Pulley 3 ton - Manual
14	Chop Saw 16"
15	Jig Saw Cutter 4"
16	Air Blower
17	Pipe Cutting Set (Oxygen & Acetylene)
18	Pipe Vise 15mm to 100mm
19	Aluminium Scaffolding 4mtr
20	Single Ladder 12 step
21	Single Ladder 10 step
22	Ladder 12step - A Type
23	Ladder 10step - A Type
24	Ladder 8step - A Type
25	Ladder 6step - A Type
26	GI Conduit Bending Machine
27	Bending Spring 20mm
28	Bending Spring 25mm
29	Bending Spring 32mm
30	Cable Cutter 24"
31	Digital Multimeter
32	Clamp Meter
33	Insulation Tester (Megger)
34	Ohm Meters
35	Crimping Tool Manual (1.5 to 6 sq.mm)
36	Crimping Tool Manual (6 to 16 sq.mm)
37	Crimping Tool Hydraulic type (16 to 400 sq.mm)
38	Crimping Tool Hydraulic type (400 to 800 sq.mm)
39	Cable Jack with center rod
40	Cable Rollers (Straight/Corner)

MEP EQUIPMENT, TOOLS & TACKLES LIST	
Sr. No.	Item Description
41	Fish Tapes
42	Flow Meter (CHW Balancing)
43	Chase Cutter 6"
44	Heat Gun
45	Coring machine within diamond hole saw cutter
46	Flaring Tool Set (1/4" - 5.8")
47	Copper Tube Cutter (1/4" - 4")
48	Motorized pressure testing pump
49	Vernier Calipers
50	Micrometer
51	Loop Impedance Tester
52	Vane Anemometer
53	Balometer
54	Air Flow Measuring Probe
55	Calibrated Pressure Gauges
56	Digital Temperature Gauge
59	Continuity Tester
60	Wire & Cable Stripper
61	Box Spanner Set
62	Star/Flat Screw Driver Set (Assorted Sizes)
63	Open/Ring Spanner Set (Assorted Sizes)
64	Rivet Gun – Hand & Scissor types
65	Allen Key Set (Inch & Metric)

PRE-QUALIFICATION DOCUMENT

SECTION - 5

List of Projects Completed from 2018 to 2020 & Ongoing Projects (UAE)

ONGOING & MAJOR PROJECTS COMPLETED FROM 2018 to 2021 (UAE)							
SR. No.	PROJECT NAME	BRIEF DESCRIPTION	CLIENT	MAIN CONTRACTOR	START DATE	FINISH DATE	
MEP FITOUT							
1	MARKS & SPENCER – YAS MALL ABU DHABI	Retail & Restaurant	Al Futtaim Trading. LLC	Spade Interiors.	Mar-2021	May-2021	
2	SCENTITUDE – AL Khawaneej Walk – Dubai	Retail	O B S Fragrances LLC	Spade Interiors.	Mar-2021	May-2021	
3	PAPA JOHNS ENOC	Restaurant	Papa John	Spade Interiors.	Dec-2020	Jan-2021	
4	PAPA JOHNS Al Mejaz City Center	Restaurant	Papa John	Spade Interiors.	Dec-2020	Jan-2021	
5	Ace Hardware Nakheel Mall	Retail	Al Futtaim Trading. LLC	Spade Interiors.	Dec-2020	Feb-2021	
6	PAPA JOHNS DCC	Restaurant	Papa John	Spade Interiors.	Dec-2020	Jan-2021	
7	Robinsons	Dubai Festival City.	Al Futtaim Trading. LLC	Spade Interiors.	Jan-2020	Mar-2020	
8	Ace Hardware Town Center	Town Center Dubai	Al Futtaim Trading. LLC	Spade Interiors.	Mar-2020	May-2020	
9	La Brioche Al Mariyah Central	Restaurant	Al Ahlia Trading LLC	Kreative Interiors	Mar-2020	Apr-2020	

ONGOING & MAJOR PROJECTS COMPLETED FROM 2018 to 2021 (UAE)							
SR. No.	PROJECT NAME	BRIEF DESCRIPTION	CLIENT	CONSULTANT / ENGINEER	START DATE	FINISH DATE	
10	Five Guys Dubai Festival City	Restaurant	Meraas Holdings.	Koncept Design	Apr-2020	May-2020	
11	McDonald Dubai Festival City	Restaurant	McDonald	Koncept Design	Jan-2020	Feb-2020	
12	TOYS R US MERCATO MALL	RETAIL	Al Futtaim Trading. LLC	Spade Interiors	June-2020	July-2020	
13	HEALTH HUB POWER DFC. [800KW LV PANEL UPGRADE]	MAIN POWER UPGRADE WORKS	AL FUTTAIM GROUP REAL ESTATE.	AL FUTTAIM GROUP	Aug-2020	Sep-2020	
14	Hichki City Center Mirdif	Restaurant	Gourmet Gulf	RK GULF	Nov-2019	Dec-2019	
15	HUGO BOSS CITY CENTER MIRDIF	RETAIL	Al Futtaim Trading. LLC	Spade Interiors	Mar-2019	Apr-2019	

ONGOING & MAJOR PROJECTS COMPLETED FROM 2018 to 2021 (UAE)

SR. No.	PROJECT NAME	BRIEF DESCRIPTION	CLIENT	CONSULTANT / ENGINEER	START DATE	FINISH DATE	
16	HONDA SHOWROOM DFC.	SHOWROOM	Al Futtaim Trading. LLC	KONCEPT DESIGN	JUL-2019	AUG-2019	
17	JUST KIDDING AL MARIYA CENTRAL	RETAIL	JUST KIDDING	SPADE INTERIOR	FEB-2019	MAR-2019	
18	INNOVATION GARAGE FESTIVAL TOWER	INTELLIGENT OFFICE	Al Futtaim Trading. LLC	SPADE INTERIOR	JAN-2019	FEB-2019	
19	KIABI IBNE BATTUTA MALL	RETAIL	Al Futtaim Trading. LLC	SPADE INTERIOR	MAR-2019	APR-2019	
20	ACE HARDWARE RAK	RETAIL	Al Futtaim Trading. LLC	SPADE INTERIOR	MAY-2019	JUNE-2019	
21	KIABI CITY CENTER MIRDIF	RETAIL	Al Futtaim Trading. LLC	SPADE INTERIOR	DEC-2019	DEC-2019	
22	TOYS R US DUBAI FESTIVAL CITY	RETAIL	Al Futtaim Trading. LLC	SPADE INTERIOR	NOV-2018	DEC-2018	
23	MAISON DU CITY CENTER MIRDIF	RETAIL	Al Tayer Retails.	SPADE INTERIOR	SEP-2018	OCT-2018	
24	ADIDAS DUBAI MARINA MALL	RETAIL	Al Futtaim Trading. LLC	SPADE INTERIOR	JUN-2018	JUL-2018	
25	TIM HORTON	COFFEE SHOP	APAREL GROUP	KREATIVE	FEB-2018	MAR-2018	