

QS Awards 2024

Nomination Kit For Project Applications

ABOUT QS AWARDS 2024

1. 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 collaborating with the government and other professional disciplines. The professional quantity surveyor is one of the important pillars of the local construction industry.
2. The first QS Awards presentation ceremony was held in 2022 by the Quantity Surveying Division of the Hong Kong Institute of Surveyors. The successful arrangement and the positive feedback encourage the Quantity Surveying Division to hold the QS Awards again in 2024.

AWARD CATEGORIES

3. HKIS QS Awards 2024 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.
4. 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 successful project deliveries.
5. In the QS Awards 2024, the award categories are in two classifications, namely (a) awards to projects and (b) awards to individuals. The details of awards to individuals will be provided separately.
6. The objective of the awards to projects is to recognise and honour the awarding projects which may include the client, consultant teams and/or construction teams (collectively called project teams) for
 - (a) their excellent contractual arrangement, and contractual and financial performance in the execution, delivery and completion of the projects, or

- (b) their bold innovation, creation or adoption of innovative or digitalised tools and workflows, and applied them to projects to create additional value in contractual or financial performance, or
- (c) their excellence in putting decarbonisation, energy saving and environment friendly at the heart of the projects' procurement, contract administration or life cycle costing.

7. The Awards to Projects include:

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| (a) QS Awards on Projects (Contract and Financial Management) | This is the award to the projects that have attained a high level of excellence in the performance of professional services in the contract administration and financial management of the projects. |
| (b) QS Awards on Projects (Innovation) | This is the award to the projects who have created innovative or digitalised tools and workflows in contract administration or financial management, and applied them effectively in the projects to create value and excel project performance. |
| (c) QS Awards on Projects (Sustainability) | This is the award to the projects that have demonstrated an inspiring and high level of excellence in transforming the supply chain and operations to achieve green construction, showcasing their putting decarbonisation, energy saving and environment friendly at the heart of the projects' procurement, contract administration or life cycle costing. |

ASSESSMENT CRITERIA FOR PROJECTS

8. For QS Awards on Projects (Contract and Financial Management)

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

- (a) The ability to comprehend, gather, enhance, and incorporate the requirements of the project participants and/or the project parameters into cost estimates, tender and contract arrangements, as well as execute contract administration in accordance with project activities and circumstances.

- (b) The ability to provide cohesive professional services to project participants without causing distortion or deviation from the objectives of the project participants in completing the project.
- (c) 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.
- (d) The ability to offer cost advice on design options and associated changes, draw attention to potential monetary claims for project participants, and suggest alternative options or value engineering solutions for improved outcomes.
- (e) 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 contracts among the project stakeholders, the merits and benefits that can be brought to the successful delivery of the project.

9. For QS Awards on Projects (Innovation)

The Applicant shall showcase the following:

- (a) **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 project contract administration and financial management.
- (b) **Innovation & Technological Shift**
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.
- (c) **Execution & Achievement**
Demonstrate 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, safety and/or sustainability, with measurable improvements, including the effect on collaboration among the project participants.

- (d) Impact on QS discipline and industry
Elaborate on how far the project's innovative or digitalised technologies applied to the contract administration and financial management functions 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.

10. For QS Awards on Projects (Sustainability)

The assessment will be focused on the performance of the following:

- (a) Cost Efficiency in Achieving Sustainability Goals
The ability to optimise costs while achieving sustainability goals. The project team need to describe the environmental and social impacts brought by the project's sustainability goals. Examples of positive environmental impacts include resource conservation, waste reduction, energy efficiency, and carbon footprint reduction. Examples of social impacts include community engagement, social equity, and inclusivity.
- (b) Life Cycle Assessment (LCA)
The ability to carry out LCA for different project options and provide contract and financial advice across various project stages such as supply chain, construction, operation, maintenance, and eventual decommissioning.
- (c) Measurement and Verification
The ability to validate project performance against established sustainability goals and to ensure that the project outcomes align with the intended sustainability targets.

ELIGIBILITY

11. The project under application shall be located 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 functions is a Corporate Member of The Hong Kong Institute of Surveyors in the Quantity Surveying Division as required under paragraph 13 below of this section.
12. The project under application should have been certified as practically completed or substantially completed, or should possess an Occupation Permit or Phased Occupation Permit, according to the provisions of the construction contract between the client and the contractor, within the period from 1 July 2019 to 30 June 2024 (both dates inclusive).

[NOTE: This condition about the date of project completion does not apply to the applications for QS Awards on Projects (Innovation) and QS Awards on Projects (Sustainability).]

13. 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 Corporate Member of The Hong Kong Institute of Surveyors in the Quantity Surveying Division when the project was under construction and at the time of making this application through to the anticipated award presentation tentatively scheduled in November 2024.
14. The Applicant is permitted to submit multiple applications, with each application dedicated to a single project. If an Applicant intends to submit for multiple projects, he/she is required to provide separate applications for each project.
15. The Applicant can submit an application of the same project in multiple categories, subject to final approval of the QS Awards 2024 Organising Committee.
16. The Applicant is allowed to apply jointly with other members of the project team. If an application in joint names has been submitted, individual project team members will not be permitted to submit another application for the same project and in the same award category.
17. 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.
18. The Applicant of the applied project(s) should be a Hong Kong-based company with a registered office in Hong Kong.
19. 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.
20. The QS Awards 2024 Organising Committee reserves the right to make final and binding decisions on the eligibility of all applications.
21. The QS Awards 2024 Organising Committee reserves the right to not bestow an award if the jury panel deems that no application has earned an award.
22. The Applicant is required to conduct a final presentation to the Jury Panel of the QS Awards 2024 when the Applicant is shortlisted by the QS Awards 2024 Organising

Committee. Finalist qualification will be usurped if the Applicant fails to conduct a final presentation to the Jury Panel.

23. The decision of the Jury Panel is final for the awards.
24. Members of the QS Awards 2024 Organising Committee, Jury Panel of the QS Awards are not eligible to apply for the Awards on Projects if they are responsible for the daily operation or daily supervision of the projects.

APPLICATION DEADLINES & SUBMISSION DETAILS

25. Submission Deadline: 12:00 noon (Hong Kong Time/GMT +8), Thursday, 15 August 2024 (Late submission will not be considered).
26. Each application should provide a brief description of the Applicant and the Project in not more than 100 words summary for the use of the HKIS in the marketing and submissions promotion of the QS Awards 2024.
27. Each application shall be accompanied by 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 introducing the Applicant and the team members in the awards presentation ceremony.
28. 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).
29. All information supplied in the application submission will be used to assess the eligibility and the awards, and for marketing and promotion of the QS Awards 2024.
30. Written consent from the client of the project under application and the Applicant to disclose the project particulars to the QS Awards 2024 Organising Committee and the Jury Panel to assess the eligibility of admission and award is required.
31. The Applicant shall state in the submission the information regarded as confidential and non-disclosable by the HKIS for marketing and promotion of the QS Awards 2024.

APPLICATION FEE

32. HKD2,000 will be collected for each application for QS Awards on Projects.
33. Payment shall be made by cheque (HKD2,000 per application) payable to “Surveyors Services Limited”.
34. The application fee is non-refundable upon submission.
35. The submitted application fee for an ineligible project will not be refunded.

REQUIRED APPLICATION DOCUMENTS / MATERIALS

For all QS Awards on Projects

36. All submissions must be uploaded to the Applicant's drive and email the download link to the designated email: gsawards2024@blink.com.hk with the subject name marked as “QS Awards 2024 – Project Application” containing the digital copies in pdf format, and all the documents required in the Application Form.
37. 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 **Applicant**.
 - (iii) A brief description of the Project in not more than 100 words summary for the marketing and promotion of the QS Awards 2024.
 - (iv) The 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.
 - (v) A minimum of 6 digital images of the project. (Format: “.jpg”, image resolution no less than 350 dpi)
 - (vi) Written consent from the client of the project under the application in disclosing the project particulars for participation in the QS Awards 2024 Event.
 - (vii) Written consent from the Applicant to disclose the project particulars to the QS Awards 2024 Organising Committee and the Jury Panel to assess the eligibility of admission and award.
 - (viii) Logos of the companies of the project team members. (Format: “.ai” and “.jpg”, image resolution no less than 350 dpi)

Notes:

- a) All submissions should be written in English, supplemented with Chinese content if required.
- b) All the materials will not be returned to the Applicant after submission.
- c) The QS Awards 2024 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 2024.
- d) The information obtained will be used for the QS Awards 2024 only and may be used for marketing or promotion.
- e) Applicant who wishes to withdraw the application after submission must submit an official letter of withdrawal to the QS Awards 2024 Organising Committee.

REQUIRED MATERIALS FROM FINALISTS

- 38. A 25-second video will be collected from the Applicant who entered the finalist round. The video is for introducing the project and will be displayed at the Award Presentation Ceremony. The submission deadline will be in late August 2024 (to be confirmed).

SCHEDULE

Application opens on 2 July 2024.

Application Deadline is at noon on 15 August 2024.

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

- (1) First Screening will be conducted in August 2024*.
- (2) Finalists announcement will be in late August 2024*.
- (3) Finalists presentation to and interview with the Jury Panel will be conducted on 14 September 2024*.
- (4) Winners will be announced at the award presentation ceremony to be held on 1 November 2024.

*Dates are subject to adjustment.

AWARD TYPE

There will be Gold, Silver and Bronze awards for three categories of the QS Awards on Projects.

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

The QS Awards 2024 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 is final.

ENQUIRIES

For enquiries, please contact:

QS Awards 2024 Secretariat Office

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