



**APPLICATION FOR NATIONAL AWARDS FOR CONSTRUCTION PERFORMANCE FOR CIVIL ENGINEERING PROJECTS**

**1.0 PARTICULARS OF THE APPLICANT**

- 1.1 Registered Name of Applicant : .....
- 1.2 Address : ..... Tel No. : .....
- ..... Fax : .....
- ..... E-mail : .....
- 1.3 Name and Designation of contact person when further details are required : .....
- 1.4 (i) Business Registration No : .....
- (ii) Date of Registration : .....
- 1.5 Nature of Organization :      Sole proprietor            Partnership
- Public Ltd. Liability Co.            Private Ltd. Liability Co.
- Statutory Body            Joint Venture
- 1.6 1. CIDA Registration No. : ..... 3. Expiry date : .....
- 2. Highest Grade & Relevant Field: .....

**2.0 DETAILS OF THE PROJECT (Projects after the completion of the defects liability period are only considered)**

- 2.1 Title of Project : .....
  - 2.2 Location : .....
  - 2.3 Contract Value (Final) : .....
  - 2.4 Date of Commencement : .....
  - 2.5 Scheduled Date of Completion : .....
  - 2.6 Actual Date of Completion : .....
  - 2.7 Date of Completion of the Defects Liability Period : .....
  - 2.8 Extent of Time Extensions granted: .....
  - 2.9 Name & Address of the Client : .....
  - 2.10 Name & Address of the Consultant / Consultants : .....
  - 2.11 Particulars of Nominated Sub Contractors / Nominated Suppliers : .....
- (Contractor must submit evidence for the information furnished above)

**3.0 DECLARATION BY THE APPLICANT**

I hereby certify that I have read the guidelines for CIDA Awards. I also certify that the information provided by me in this application is true. I understand that submission of false information is an offence which will amount for the withdrawal of the award with a notification to the press. Further I accept the decision taken by the panel, in the event the application/s are to be returned due to the submission of the similar nature of projects or continuation of the same project, in different contracts.

.....  
**Signature of Authorized Applicant**  
**Name :** .....  
**Date :** .....

**GUIDELINES FOR NATIONAL AWARDS FOR CONSTRUCTION PERFORMANCE FOR  
CIVIL ENGINEERING PROJECTS**

- (a) **Eligibility**
- (i) Be registered companies for the business purpose of carrying out construction.
  - (ii) Should not have declared bankruptcy or in the process of declaring bankruptcy.
  - (iii) Should have completed the project within the stipulated time.
  - (iv) Should have completed the defects liability period.
- (b) **How to apply**
- Applications can be downloaded from CIDA web site ([www.cida.lk](http://www.cida.lk)) or obtained from Development Division of CIDA. Duly completed application form should be accompanied by fee as per below.

	<b>Project Value (V) (Rs. Millions)</b>	<b>Fee (Rs.)</b>
Category I	$1000 < V$	100,000.00+ VAT
Category II	$500 \leq V < 1000$	80,000.00+ VAT
Category III	$100 \leq V < 500$	70,000.00+ VAT

(c) **Documents that should accompany the application.**

The following documents shall accompany the application

- (i) **Evidence for the completion of the defects liability period**
- (ii) Certificate of completion or certificate of practical completion(issued when handed over)
- (iii) Evidence for legitimate time extension (if any)
- (iv) Evidence for contract period and value
- (v) Commissioning reports (where applicable)
- (vi) **Letter from the client to prove that the project is free of functional problems relevant to the contract.**
- (vii) **should have been completed during last five years**
- (viii) Performance certificate (issued after rectifying of defects) issued or not. -if not reasons

(d) **Submission details**

Projects which are very similar in nature or constructions of similar types should not be submitted even though awarded as separate contracts and even with high magnitudes of project values. (Panel has the authority to return such applications)

(e) **Presentation Details**

- (i) The presentation time allocated to each applicant is 20 minutes (this includes the time allocation for the company profile also). When one company presents more than one project, time allocated to each project will be 15 minutes
- (ii) Person with adequate knowledge on the project should attend to the presentation (enabling to answers the questions raised by the panel)

**NATIONAL AWARDS FOR CONSTRUCTION PERFORMANCE  
CIVIL ENGINEERING PROJECTS – EVALUATION CRITERIA**

<b>Item No.</b>	<b>Item</b>	<b>Number of marks allocated</b>	<b>Points allowed</b>
<b>01</b>	<b>Organization</b> a. Structure b. Company culture and Values c. Quality Policy d. Financial Ratios (i) ROCE (ii) Current ratio (iii) Quick ratio (iv) Gearing ratio e. Company Standards	18%	
<b>02.</b>	<b>Project</b> a. Concept and Scope b. Photographs covering various stages of the project c. Commendations / Reference d. Use of innovative technologies	10%	
<b>03</b>	<b>Work Systems (related to the project)</b> a. Project financing mechanism and cash flow b. Planning / job design (Handling of critical items) c. Leadership involvement /guidance d. Worker participation e. Health and Safety f. Welfare g. Employee learning / training h. Performance evaluation / review ▪job ▪Employee i. Material Procurement j. Deployment of plant & machinery k. Quality assurance / Quality control l. Environmental conservation m. Project controls	50%	
<b>04</b>	<b>Challenges Encountered</b> Major problems encountered & how it was managed	10%	
<b>05</b>	<b>Any other matters with specific reference to project</b> a. Research and Development b. Market Studies c. Use of Cleaner Production Techniques	10%	
<b>06</b>	<b>Corporate Social Responsibility</b>	2%	

**(f) Award Criteria**

Total marks required - 75%  
Minimum number of marks required under items 1,2 & 3 – 50%

Project : .....

Panel Member : .....Signature : ..... Date :.....

Recommendation : .....