

الاتحاد للماء والكهرباء
Etihad Water & Electricity



**PROCEDURES & GUIDELINES FOR
MATERIAL / EQUIPMENT PRE-QUALIFICATION
Related To EtihadWE Water Works**

**Version 1.0
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I. INTRODUCTION

Federal Electricity & Water Authority (EtihadWE) is committed to provide adequate, safe, reliable and efficient Water Supply service as per international best practice and standards. As such, EtihadWE is continuously monitoring, assessing and evaluating all materials / equipment to be used in delivering its services to its consumers.

Pre-qualification approval for all materials / equipment issued by EtihadWE is mandatory for all the suppliers / manufacturers. Only those suppliers / manufacturers who meet EtihadWE requirements and having sufficient capability & experience will be considered pre-qualified and be included in FEWA's "Approved List of Materials / Equipment" and may be considered for supply and/or use in EtihadWE Water Works in the Northern Emirate.

This document is intended to provide the general procedures and guidelines for all suppliers / manufacturers who would like to get pre-qualified with EtihadWE for their materials / equipment. Suppliers / Manufacturers interested in getting pre-qualified for inclusion in the "Approved List of Materials / Equipment" are requested to read carefully this procedures & guidelines and submit their "Materials / Equipment Pre-qualification Documents" in the format suggested in this document. All suppliers / manufacturers are advised to comply with this procedures and guidelines and no deviation shall be accepted by EtihadWE.

II. MATERIAL / EQUIPMENT MANUFACTURER REQUIREMENTS

(Kindly refer to Annexure A & B for the list of Materials / Equipment covered)

Materials / equipment proposed for pre-qualification and inclusion in FEWA's "**Approved List of Materials / Equipment**" shall be matched to the latest International Standard & EtihadWE requirement and subject to but not limited to the following:

A. Materials / equipment to be supplied to EtihadWE shall meet all the following requirements:

1. Shall be manufactured by quality manufacturers in UAE, GCC Countries, Europe, North America, Japan and South Korea only.
2. Shall have minimum three **(3)** years satisfactory experience record in Water Utilities / Authorities in UAE or GCC Countries (performance certificate from Water Utilities / Authorities to be submitted).
 - Materials / equipment manufactured in UAE having less than three (3) years satisfactory experience record in Water Utilities / Authorities in UAE or GCC Countries may also be considered provided that the manufacturer shall unconditionally extend the guarantee for six (6) years from date of commissioning or ten (10) years from date of supply whichever comes less in actual.
3. Shall have valid Type Test Reports / Certificates not older than six (6) years from EtihadWE Approved Third Party Independent Test Laboratories (valid type test report to be submitted).
 - A type test older than six (6) years may be accepted, subject to the criteria that the proposed manufacturer should submit proof stating that there is no change in design & components and shall comply with the latest relevant International standards.
4. All material / equipment in contact with water, shall be with authentic valid certification from internationally recognised authorities such as WRAS or equivalent, suitable for use in potable water system with temperatures up to 60 degree Celsius.

5. All submitted certificates shall be valid and in English language only.
 6. All Manufacturer shall be with ISO standards for quality, proper performance certification/customer satisfaction records /QA-QC approvals certificates, latest valid ISO Certificate to be submitted.
 7. Manufacturer shall be in strict compliance with EtihadWE specifications and requirements. Compliance statement to be submitted.
 8. For all mechanical equipments/material such as, pumps, HVAC, fire protection system, lifting equipments, etc. The manufacturers must able to demonstrate a minimum of ten (10) years experience for pumps, five (5) years for others, in the design, engineering, integration and commissioning of the system, out of which minimum of three (3) years shall be under the severe climate desert conditions similar to those prevailing in UAE. Pump manufacturer shall have full fledged after sales service facility in the UAE.
- B. However, materials / equipment manufactured from other countries not mentioned above may also be considered subject to the following mandatory requirements:
1. Shall have minimum five (5) years experience of proven successful operation in Water Utilities / Authorities in UAE or GCC Countries only (performance certificate from Water Utilities / Authorities to be submitted).
 2. Shall have valid Type Test Reports / Certificates not older than six (6) years from EtihadWE Approved Third Party Independent Test Laboratories only (valid type test report to be submitted). Moreover, the actual testing of the proposed material / equipment should have been performed at the corresponding EtihadWE Approved Third Party Independent Test Laboratory only.
 - In reference to the above, a type test report older than six (6) years maybe accepted, subject to the criteria that the proposed manufacturer should submit proof stating that there is no change in design & components and shall comply with the latest relevant International standards.
 3. Shall unconditionally extend the guarantee for six (6) years from date of commissioning or ten (10) years from date of supply whichever comes less in

actual.

III. REQUIREMENT FOR TYPE TEST

A type test report shall be submitted for every proposed manufacturer / brand, material / equipment & type / model and subject to but not limited to the following:

A. Type test shall be conducted only by EtihadWE Approved Third Party Independent Test Laboratories. Valid accreditation certificate to be submitted.

Type test list and procedures shall be according to the latest International Standard and EtihadWE requirement.

Kindly refer to Annexure “C” for “EtihadWE Approved Third Party Independent Test Laboratories”.

B. If the Manufacturer (*applicable for manufacturers in UAE, GCC Countries, Europe, North America, Japan and South Korea only*) has its own test laboratory facility to carry out type test or proposes a test laboratory other than “EtihadWE Approved Third Party Independent Test Laboratories”, then the following shall be mandatory requirements:

- 1.) Shall have a valid Accreditation Certificate for the proposed Test Laboratory.
Valid accreditation certificate to be submitted.
- 2.) Type test list and procedures shall be according to the latest International Standard and EtihadWE requirement. In addition, the list and procedures shall be reviewed & approved by EtihadWE and corresponding “EtihadWE Approved Third Party Independent Test Laboratory” as discussed in Item “A” above.
- 3.) Type testing as per the approved list and procedure shall be conducted in the presence of the approving “EtihadWE Approved Third Party Independent Test Laboratory” representative/s and shall be attended by EtihadWE Engineers at their discretion. All cost towards the transportation, accommodation and travel documentation (e.g. visa, etc.) shall be borne fully by the supplier / manufacturer.
- 4.) Reports submitted shall be reviewed/approved jointly by the above mentioned Third Party and EtihadWE.

- C. For minor materials / equipment only (refer to Annexure “B”), EtihadWE does not have any preferred third party independent test laboratories. However, type testing list, procedures & test laboratories are subject to EtihadWE requirement & approval and shall be according to the latest international practice & standards.

IV. PROCEDURE FOR APPLICATION OF MATERIAL / EQUIPMENT PRE-QUALIFICATION

1. Suppliers / Manufacturers proposing pre-qualification of material / equipment must have their Company registered with EtihadWE as a pre-requisite.
2. Supplier / Manufacturer to download the application form (Annexure D) from EtihadWE web site (<http://www.EtihadWE.gov.ae/>).
3. Fill the application form with complete information of the company duly signed & stamped and submit with all necessary pre-qualification supporting documents required to:

DIRECTOR OF PURCHASES, CONTRACTS & STORES DEPARTMENT

FEDERAL ELECTRICITY & WATER AUTHORITY

P.O. BOX 1672, DUBAI, UNITED ARAB EMIRATES

4. This pre-qualification documents shall accompany an Assessment Fee of **AED 1000** (per proposed manufacturer / brand, material / equipment and type / model) towards a non-refundable fee for the assessment of the proposed material / equipment for inclusion in FEWA’s “**Approved List of Material / Equipment**”. **AED 1000 will be paid via online after submission of the documents to the PCS Dept.**
5. FEWA’s “Purchases, Contracts & Stores Department (PCSD)” will collect all the applications submitted by various suppliers / manufacturers for pre-qualification process and carry out initial scrutiny of the applications against EtihadWE compliances and rules & regulations. Thereafter, PCSD will distribute the Pre-qualification Document internally within EtihadWE for review and comments.
6. Only “Purchases, Contracts & Stores Department” will be the point-of-contact between EtihadWE and the supplier / manufacturer. The supplier / manufacturer are

advised not to deal / communicate directly with any EtihadWE employee/s involved in the pre-qualification assessment of the material / equipment, unless otherwise called officially by EtihadWE. If the supplier / manufacturer offers, or tries implicitly or explicitly, to influence EtihadWE or any of its employees in favour of the supplier / manufacturer in any form such as donations, gifts, rewards, etc., EtihadWE has the right to immediately reject its application and/or ban the supplier / manufacturer indefinitely.

7. Whenever required and deemed necessary, EtihadWE through Purchases, Contracts & Stores Department may ask the Supplier / Manufacturer as part of the pre-qualification assessment to:

- a meeting for material / equipment presentation, clarification and other discussions
- submit the sample of the proposed material / equipment
- visit their office / warehouse / factory
- witness material / equipment testing

The supplier / manufacturer must comply and bear the responsibility to such expenses that may occur without any cost implication to EtihadWE.

8. The Pre-qualification Documents shall be assessed but not limited to the following criteria:

- a. Compliance of material / equipment to the latest International Standards and EtihadWE specification and requirements.
- b. Performance of material / equipment in EtihadWE Water Works and from other Water Utilities / Authorities.
- c. Result of Type Test and other test available.
- d. Non Toxicity Certificate for safe use with potable water system with temperatures up to 60 degree Celsius.
- e. After Sales Support / Services available for the proposed material / equipment.

9. The EtihadWE pre-qualification of material / equipment application shall have the following categories:

- a. Materials / equipment “Approved”
 - b. Materials / equipment “Approved for Trial Orders with Limited quantity”
 - c. Material / equipment “Under Hold”
 - d. Materials / equipment “Rejected”
10. In case of material / equipment is found meeting all the requirements and to the satisfaction of EtihadWE then the material will be included in the “Approved List of Material / Equipment” for Water Works.
11. In case the outcome of the assessment is found unsuccessful then comments will be forwarded to the Supplier / Manufacturer by “Purchases, Contracts & Stores Department”.
- In addition, EtihadWE at its own discretion may reject a pre-qualification document application without assigning any reasons and/or justifications.
- 12. A pre-qualified material / equipment shall have a validity of THREE (3) years and must be renewed by the supplier by paying the renewal fees of AED 500 per manufacturer / brand, material / equipment and type / model. Documents shall be submitted as per the below checklist (Section V).**
13. As part of the ongoing performance assessment, EtihadWE will consider the feedback from various EtihadWE Departments, other Utilities / Authorities, market, and other possible sources regarding the performance of the subject material / equipment and if the performance is found dissatisfactory then the approval of the material / equipment shall be revoked any time by EtihadWE and the same along with comments will be communicated to the Supplier / Manufacturer.
14. Any changes on address or contact details of the supplier / manufacturer should be relayed immediately to EtihadWE.

V. CHECKLIST FOR PRE-QUALIFICATION DOCUMENTS

For every proposed manufacturer / brand, material / equipment and type / model, a pre-qualification document shall be submitted in one (1) hard copy (with index tabs/dividers to separate each submittals/documents) and two (2) soft copy (clear scan copy in CD). **to PCS Dept.** Moreover, ensure that all pages of this document are signed and stamped accordingly.

The following shall serve as checklist for the materials / equipment pre-qualification document:

1. Cover Letter addressed to the Director of "Purchases, Contracts & Stores Department".
2. Application Form for Material / Equipment Pre-Qualification (Annexure D).
3. Valid EtihadWE Registration Card / Certificate (copy).
4. Manufacturer's Company Profile, Accreditation and Certifications.
5. Manufacturer's Certification for city and country of origin of Material / Equipment.
6. Material / Equipment brochure, operation & maintenance manual and detailed technical specifications.
7. List of available after sales support / services for the material /equipment.
8. Type test reports / certificates (including valid accreditation certificate) and other test reports available.
9. Performance certificate from Utilities / Authorities (Annexure E).
10. List of other clients utilizing the material /equipment (Annexure F).
11. Non-Toxicity certificate for safe use with potable water system (wherever applicable).
12. Other pertinent data and information deemed necessary for the assessment of the material / equipment Pre-Qualification.
13. - ISO9001/9002 Certificate and additional certificate such as KITE MARK if any.
14. Guarantee Extension Certificate, if applicable (Annexure G).
15. Assessment Fee (**AED 1000** per proposed manufacturer / brand, material / equipment and type / model). **AED 1000 will be paid via online after submission of the documents to the PCS Dept.**

ANNEXURE - A

LIST OF “MAJOR” MATERIAL / EQUIPMENT FOR PRE-QUALIFICATION

ANNEXURE – A

LIST OF “MAJOR” MATERIAL / EQUIPMENT FOR PRE-QUALIFICATION

Sr.	Material / Equipment	SAP Item Number
Pipelines		
1	Pipes	
	GRP & GRE Pipes and Fittings	
	DI Pipes	
	HDPE Pipes	
	MDPE, LDPE & uPVC Pipes	
	CS Pipes	
	Galvanized Iron Tubes	
	AC Pipes	
2	Pipes Fittings and Pipeline Accessories	
	DI Fittings	
	HDPE Fittings	
	MDPE, LDPE & uPVC Fittings	
	CS Fittings	
3	Valves with their Accessories	
	Butter Fly Valves –Centric & Double Eccentric	
	Gate Valves	
	Non-Return Valves / Check Valves	
	Air Valves	
	Pressure Reducing & Sustaining Valves	
	Control Valves – Needle Valves	
4	Water Meters with their Accessories	
	Smart Water Meter	
	Mechanical Service – House Water Meter	
	Bulk Water Meter	
5	Fiber Optic Cables (FOC)	
Pumping Station		
Mechanical Equipment		
1	Pumps	

Sr.	Material / Equipment	SAP Item Number
	Transmission & Distribution Pumps. Centrifugal Multi / Single Stage	
	Drain Pumps	
	Sump Pumps	
	Reservoir Scour Pumps	
2	Compressors with their Accessories	
3	Surge Vessels	
4	Components of Fire Detection/Protection System Manufacture/Material.	
5	Gas Chlorination System	
6	Heating, Ventilation & Air Conditioning System	
7	Lifting Facility - Cranes	
I&C Equipment		
1	PLC (Control System)	
2	UPS	
3	Industrial PCs	
4	Analyzers (PH Analyzer, Conductivity Analyzer & Chlorine Analyzer)	
5	I&C Cables	
Tank & Buildings		
1	Tanks (GRP, Carbon Steel.. etc.)	
2	Pre- Stressing Elements for Precast Concrete Tanks	
3	Ready Mix Concrete	
4	Form Works	
5	Reinforcement Steel	
6	Coating Material (External & Internal)	
7	Admixtures	
8	Paints	
9	Water Proofing	
10	Steel Structures (Hot Rolled, PEB)	
11	Hollow Core Slabs	
12	Cladding System	
13	Rolling Shutters/Doors	

ANNEXURE - B

LIST OF “MINOR” MATERIAL / EQUIPMENT FOR PRE-QUALIFICATION

ANNEXURE – B

LIST OF “MINOR” MATERIAL / EQUIPMENT FOR PRE-QUALIFICATION

Sr.	Material / Equipment	SAP Item Number
1	Manhole Cover	
2	Water Meter Box	
3	Surface Box	
4	Pressure & Level Instruments (Electronic)	
5	MOV / Actuator	
6	Gauges	
7	Water Bar	
8	Stainless Steel Elements	
9	Warning Tape	
10	Access Step / Ladders	
11	Actuators & Positioner	
12	Strainers	
13	Dismantling Joints	
14	Float Valves	
15	Pressure Tapping Valves	
16	Stop Cock Valves	

ANNEXURE - C

EtihadWE APPROVED THIRD PARTY INDEPENDENT TEST LABORATORIES

ANNEXURE – C

EtihadWE APPROVED THIRD PARTY INDEPENDENT TEST LABORATORIES

I&C Cables & Accessories
1. KEMA
2. Lloyd
3. Bureau Veritas
4. SGS
5. CESI
6. EGU
7. Kinectrics
Other Water Material /Equipment
1. Bureau Veritas
2. DNV
3. Lloyds
4. TUV
5. ABS
6. Vincotte
7. Exova
8. NSF
9. DVGW
10. IMA
11. KIWA
12. SGS
13. Velosi Certification

ANNEXURE - D

MATERIAL / EQUIPMENT PRE-QUALIFICATION APPLICATION FORM



MATERIAL / EQUIPMENT PRE-QUALIFICATION APPLICATION FORM (Water Network: Transmission & Distribution)

[For the use of "EtihadWE Purchases, Contracts & Stores Department" only]

Application Date (DD/MM/YYYY):	Type of Application: New [<input type="checkbox"/>] Renewal [<input type="checkbox"/>] Others [<input type="checkbox"/>]
Application Number:	[for others, state purpose]

[PLEASE FILL THE FORM ELECTRONICALLY, AND NOT BY HAND]

EtiHADWE Registration Details of Manufacturer's Local Agent / Representative / Supplier:

Registration No	Expiry Date (DD/MM/YYYY)
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Manufacturer's Local Agent / Representative / Supplier Details:

Company Name			
Complete Address			
P.O. Box		Emirate	
Business Office Number(s)			
Contact Person & Position			
Contact Person Mobile No.			
Business E-mail Address			
Business Website Address			

Material / Equipment Applied for Pre-qualification:

Manufacturer / Brand Name	
Manufacturing City	
Manufacturing Country	
Material / Equipment	
Type / Model	
Brief Description	

I, the undersigned, certify that I have read and understood fully the "Procedures & Guidelines for Material / Equipment Pre-Qualification" and all fees paid in accordance with this application is considered non-refundable regardless of the result of the Pre-qualification Assessment. In addition, I am aware that EtihadWE is not bound to pre-qualify and may reject this pre-qualification document without assigning any reasons and/or justifications which is the sole discretion of EtihadWE. Moreover, I understand that any wilful misstatement written herein or any part of the Pre-qualification Document may lead to the Rejection of our application.

[Authorized Signature & Stamp of Supplier / Manufacturer]

[PRINTED NAME & POSITION]

ANNEXURE - E

PERFORMANCE CERTIFICATE (SAMPLE)

[Water Utility / Authority Letterhead]

[Date]

[Supplier / Manufacturer Name]

[Supplier / Manufacturer Address]

Subject: Performance Certificate of [Manufacturer/Brand - Material/Equipment - Type/Model]

To Whom It May Concern,

[*Water Utility / Authority Name*] certifies that the [*Manufacturer / Brand - Material / Equipment - Type / Model*] is installed / utilized and satisfactorily in operation in our Water network since [*Commissioning / Utilization Date*]. This Certificate is issued upon the request of [*Supplier / Manufacturer Name*] without any responsibility to be undertaken by this Utility / Authority towards others.

Yours faithfully,

[Authorized Signature & Stamp of Water Utility / Authority]

[Printed Name & Position]

ANNEXURE - F

SUPPLIER / MANUFACTURER CLIENT REFERENCE LIST

[Supplier / Manufacturer Company Name & Logo]

SUPPLIER / MANUFACTURER CLIENT REFERENCE LIST

(To be filled by the Supplier / Manufacturer)

Material / Equipment Supplied:

[indicate Material / Equipment and its Type / Model]

S. No.	Client	Country	Type of Industry	General Quantity of Order (indicate unit)	Order Year	Delivery Year	Performance Certificate Attached (Yes / No)

ANNEXURE - G

GUARANTEE EXTENSION CERTIFICATE (SAMPLE)

[Supplier / Manufacturer Letterhead]

[Date]

Federal Electricity & Water Authority
P.O. Box 1672 Dubai
United Arab Emirates

Subject: Guarantee Extension for [*Manufacturer/Brand - Material/Equipment - Type/Model*]

Dear Sir,

We refer to the "*Material / Equipment Pre-qualification*" procedures & guidelines related to EtihadWE Water Transmission & Distribution Network, under Article II: "Material / Equipment Manufacturer Requirements".

[Supplier / Manufacturer Company Name] hereby confirms unconditional extension of the guarantee for six (6) years from date of energization or ten (10) years from date of supply (received by EtihadWE) whichever comes less in actual for the [indicate Material / Equipment and its Type / Model] in the event that this material / equipment be pre-qualified by EtihadWE, included in the "Approved List of Materials / Equipment" and a purchase order or supply agreement is made to EtihadWE or its Legal Representative/s.

This is in consideration that the above mentioned material / equipment is being manufactured [in UAE having less than three (3) years satisfactory experience record in Water Utilities / Authorities in UAE or GCC Countries.] or [from other countries not mentioned in Article II: "Material / Equipment Manufacturer Requirements.]

We hope that this meets with your requirement for pre-qualification assessment of the above mentioned material / equipment.

Yours faithfully,

[Authorized Signature & Stamp of Supplier / Manufacturer]

[Printed Name & Position]