



COMPANY PROFILE & PRE-QUALIFICATION DOCUMENT

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INTRODUCTION

EL TAJ ENGINEERING WLL. is a Mechanical, Electrical and Plumbing contracting company in Egypt specialist in design, build, construct, supply, install, service, upgrade, and maintenance of Electro-Mechanical Systems & Networks, Utilities and Equipment.

Our scope covers Engineering, Documentation, Submittals Approval, Shop drawings, Coordinating Drawings, Commissioning, Start-Up, As-Built ACC. To Contract Programs, Project Time Schedules – Complying Consultant Specifications, International Standards & Codes, Safety & Quality Plans.

Our Business activity extends to cover all areas of electro-mechanical works including but not limited to:

- Substation & Plants Works
- Electrical Networking & Works
- Low Current Networks
- Tele-Communication & Security Systems
- Piping & Plumbing Works
- HVAC Works
- Ducting & Thermal Insulation Works
- Fire Fighting Works
- Industrial Installations Works

EL TAJ ENGINEERING LTD. works with the highest efficiency and in accordance with the latest technologies in conformity with international standards of quality, security and safety. We utilize trained and experienced staff for the implementation and delivery of projects with commitment to contract terms, conditions, and preservation to the environment.

EL TAJ ENGINEERING LTD. has specialized Departments and each department is divided to cover the different types and styles of property, plants, buildings and construction. The divisions based on distinctive features are as follows:

- Residential & Housing
- Commercial & Businesses
- Administrative & Organizations
- Governmental & Public
- Touristic & Hotels, Resorts
- Educational & Cultural
- Trade Centers & Malls, Hyper
- Sport & Clubs
- Industrial & Factorial
- Sites & Open Areas

We execute all projects in accordance with technical and financial strategies to fit the distinctive character of the construction projects and to achieve the maximum benefit for our customers.



**AN MEP ENGINEERING FIRM DEDICATED TO
MEET THE SPECIFIC NEEDS OF ANY PROJECT**

BACKGROUND

EI TAJ ENGINEERING WLL is a growing up Electro-Mechanical contracting company with a huge experience in Egyptian and GCC market

Our main target is producing an adequate product based on the engineering principles with high level of quality and we are able to reflect these principles by using codes and international standards.

The company is specialized in the Electro-Mechanical contracting (Supply, installation, testing and commissioning MEP work)

Our Primary purpose is to complete the supply, install, service and upgrade chains in the Electro - Mechanical fields. With our staff experience and technical know-how,

We have become a one stop shop for our clients' total Electro-Mechanical needs.

EI TAJ ENGINEERING WLL enjoys a strong presence on various markets in:

- Design
- CONTRACTING
- ENGINEERING SERVICES
- MAINTENANCE
- RENNOVATIONS

Within a very competitive position, this is the result of high efficiency and full autonomy in phases of:

- PLANNING COORDINATION
- ENGINEERING PERSONALITY
- QUALITY CONTROL
- AFTER SALES

EI TAJ ENGINEERING LTD target to be one of the leading MEP Contractors operating in MEP sectors, and is capable of offering full range of Contracting, Engineering Services in the fields Energy, Electrical, Lighting, Electro-mechanical (MEP), low current systems, Safety & Security, Measurements & Meters, Process Equipment, Motors, Generators, Pumps, Water, Drainage, Plumbing, Pipe lines & Fittings, Oil & Gas field Services, Factorial Installations, Marking, Fencing and Automatic Control, BMS & Automation, HVAC systems, Ducting., Chillers.

Every day, EI TAJ ENGINEERING WLL offers (Optimum & Economical) Quotes to its customers, required for MEP Services & Solutions according to approved standards and an ever wider range of Products & Services.

OUR VISION

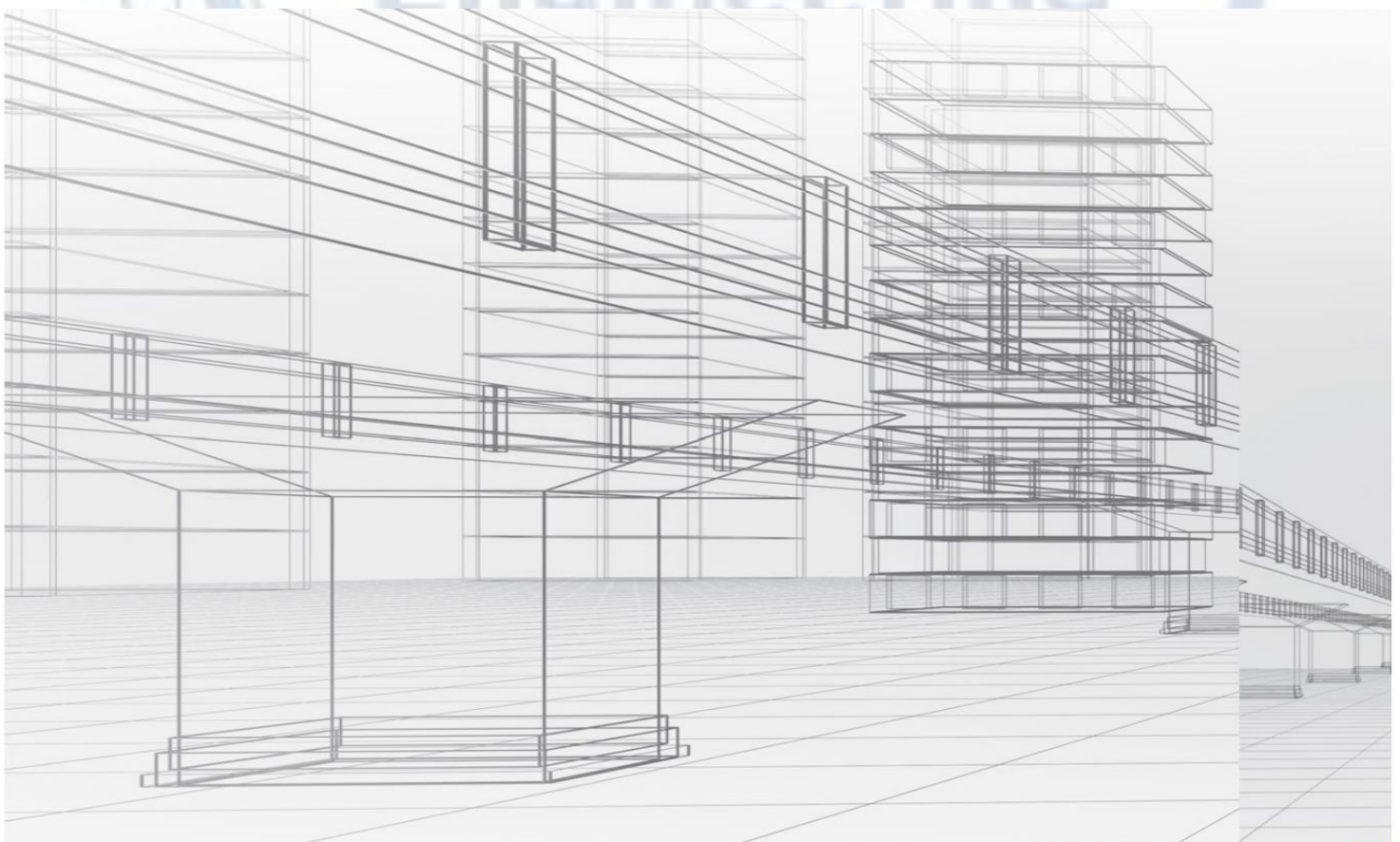
To become one of the leading and most reliable MEP contracting companies in Africa and lead the way to new and exclusive types of products and services and to be recognized as a Contractor of choice in the Electromechanical Building Services Sector in the region and beyond.

OUR MISSION

Guided by our vision we shall deliver high-quality, cost-effective projects on schedule and enhance our client's satisfaction through continuous improvement of our business practices in terms of safety, quality, and service delivery as well as sound environmental awareness policies.

PROJECTS

Kindly refer to our website www.eltaj.net for more information about our projects.





**WE BRING LIFE TO GREAT
STRUCTURES**

BUSINESS SEGMENTS

ELECTRICAL

- POWER DISTRIBUTION SYSTEMS
- LIGHTING CONTROL
- POWER GENERATION
- LOW CURRENT SYSTEMS
- TELEPHONE & DATA SYSTEMS
- HOME AUTOMATION
- MATV SYSTEMS
- CCTV
- FIRE DETECTION & ALARMS
- ACCESS CONTROL SYSTEMS
- AUDIO / VIDEO INTERCOM SYSTEMS
- INDUSTRIAL PROCESS SERVICES.
- P.A. SOUND SYSTEMS



PLUMBING & PUBLIC HEALTH ENGINEERING

- HOT & COLD WATER SUPPLY SYSTEM
- WATER FILTRATION SYSTEM
- IRRIGATION SYSTEM
- SWIMMING POOL
- DRAINAGE
- SANITATION
- RAIN WATER

SEWAGE TREATMENT

- LPG/NG SYSTEM





HVAC INSTALLATION & DUCTING SYSTEMS

- G.I & P.I DUCTING INSTALLATION SYSTEM
- CHILLED WATER PIPING SYSTEM
- PACKAGE UNITS, DX UNITS AND FAN COIL UNIT
- INSTALLATION
- VENTILATION SYSTEMS
- ECOLOGY UNIT INSTALLATION SYSTEMS
- KITCHEN HOOD EXHAUST AND FRESH AIR SYSTEM
- CHEMICAL FLUSHING & 3RD PARTY TESTING
- REPORTS
- AIR BALANCING SYSTEM AND CERTIFICATIONS



FIRE FIGHTING & FIRE ALARM INSTALLATION SYSTEMS

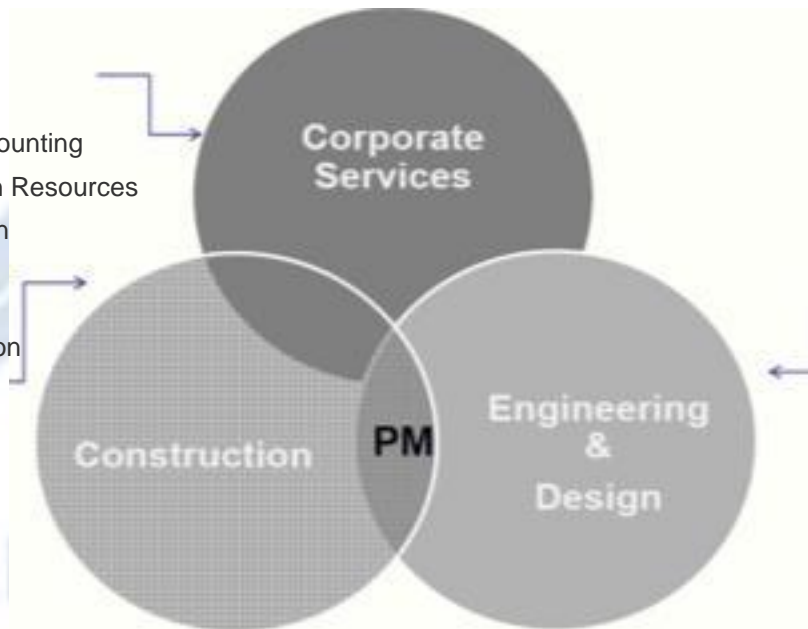
- FIRE FIGHTING - SPRINKLER INSTALLATION & MODIFICATION SYSTEM
- FIRE ALARM - INSTALLATION & MODIFICATION
- FACP PROGRAMMING, TESTING AND COMMISSIONING
- EMERGENCY / EXIT LIGHTING SYSTEM
- CIVIL DEFENSE APPROVALS & EHS CERTIFICATION.
- FIRE SUPPRESSION SYSTEM



BUSINESS OPERATOIN

OPERATIONAL ACTIVITIES

- Corporate Policies
- Estimation
- Commercial
- Procurement
- Finance & Accounting
- Audit & Human Resources
- Communication
- Contract Administration
- Expediting
- Safety
- Cost Control
- Quality Control
- Supervision



- MEP Design
- Shop Drawings
- System Design
- Drafting

PROJECT MANAGEMENT

1	2	3	4	5	6
DESIGN	ENGINEERING	PROCUREMENT	CONSTRUCTION	COMMISSIONING	OPERATIONS & MAINTENANCE
<ul style="list-style-type: none"> • Design and planning of projects/plans • Detailed design of mechanical and electrical component • Civil guide layout and general arrangement drawing 	<ul style="list-style-type: none"> • Determination of all key component by: <ul style="list-style-type: none"> »» Technical specification »» Interface definition and management »» Supplier evaluation »» Documentation 	<ul style="list-style-type: none"> • Mainly party manufacturing • Manufacturing inspection • Long-term relationship with keys • Own process and product knowledge 	<ul style="list-style-type: none"> • Lead Engineering function construction • Erection of electromechanical • Control of key plant construction milestone • Knowledge of local market and • Reliable constructions partners • Other constructions activities such as civil works in all house 	<ul style="list-style-type: none"> • Process knowledge and complex system interaction control • Detailed knowledge of plant and keys technology use • Start-up and test run 	<ul style="list-style-type: none"> • Spare parts stocks and service management • Short reaction time in case of plant malfunction • Maintenance and schedules • Plant optimization • Operations

ESTIMATING & Planning

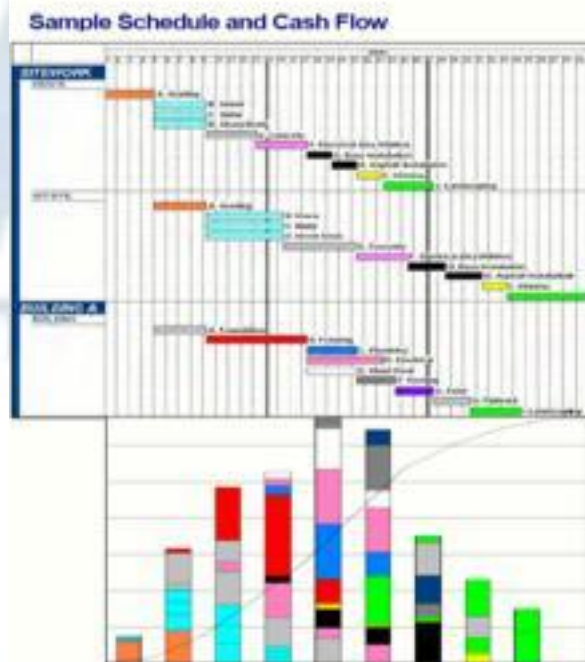
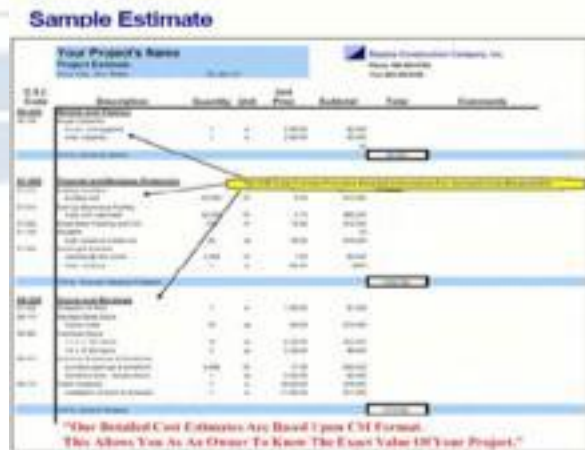
ESTIMATING & Planning

A fundamental part of our success is based upon our extensive study for project. This is key to our ability to deliver quality workmanship, on-time and on-budget.

We believe that the quality of our work is directly related to the quality of the trade that we are involved and we demand superior performance.

We ensure there is a clear understanding of the scope of work, safety expectation and time constraints prior to the commencement of work. We provide comprehensive submittals and documentation of materials to ensure conformance to project specifications. Continual oversight and documented status Meetings ensure compliance with project objectives.

Upon completion, we perform a thorough punch-list sign off and owner acceptance process. We approach each project, regardless of size in the same proven manner. We believe that quality management is our responsibility to the owners.



PROJECT MANAGEMENT

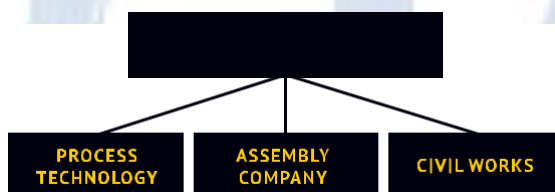
PROJECT TEAM

- Experienced management teams provide detailed attention throughout the project, from design, review, and implementation.
- Qualified superintendents, trained in document, project and data control processes, are assigned to project types in which they have specific experience and expertise.
- Proven estimating skills and systems manage costs and contracts with cross-training for all levels of employees.

PROJECT KEYSTEPS



SAMPLE PROJECT STRUCTURE



DSI PJSC provides the process technology and electromechanical solutions.

PROJECT CRITICAL PATH & DATA MANAGEMENT —

CRITICAN PATH SCHEDULES

- Consistent utilization of critical path schedules to plan, manage and control projects.
- Tracking of long lead time items, permitting critical path tasks and adjustments for unforeseen weather conditions.
- Durations include start and end dates key milestones work scope and deliverance for all phases of the project.

DATA MANAGEMENT SOFTWARE

- Extensive use of Expedition software a multi-user, multi –project, client/server database. Implemented for each project, controlling document and information.
- Organization of daily reports, meetings minutes submittals, RFILS, costs reporting. Insurance and project team contact information.
- Historical data used to resolve issues questions answered linking for quick referral.

PROJECT QUALITY PLAN

1.0 PURPOSE & SCOPE

The purpose of this quality plan is to define specific key requirements related to quality performance and ensures a thorough understanding of such by all project parties concerned.

Through PQP awareness and implementation the performance of the engineering, procurement construction and support functions may effectively and efficiently achieve their objectives and provide the Client with a Project that fulfills their quality requirements and expectations.

The PQP is supplemental to SAHARA MEP ENGINEERING LTD. Quality Management System (QMS) and provides the Mechanism to link specific requirements of the Client / project to those of SAHARA MEP ENGINEERING LTD. quality system.

In summary the PQP details the activities and responsibilities related to:

- Mobilization
- Engineering
- Procurement and Material Management
- Planning
- Execution
- Coordination for Major Subcontractors and Specialists
- Quality Control
- Contracts Administration
- Document Control
- Warehousing
- Quality Assurance
- Site Administration

And ensuring that these related activities are planned, implemented and controlled and their progress and Effectiveness is monitored.

The above summarized and referenced key activities are further expanded upon within the following PQP

2.0 PROJECT IMPLEMENTATION

Necessary project planning and controls shall be established as part of the developed EITAJ ENGINEERING LTD.

Quality Management System and as appropriate the quality plan refers to this documentation under the key Activity headings within this section.

2.1 MOBILIZATION

Mobilization is defined as the period starting from contract award and continuing until all Construction Support facilities and infrastructure is complete. Key activities and controls to be established are:

- Programs - design / procurement / construction
- Plant and equipment approved budget
- Organization and staff resources
- Document control system
- Procurement tracking system
- Project Quality Plan (including method statement scheduling)
- Project Safety Plan
- Setting up of site offices, accommodation, temporary works.
- Initiation of early temporary or permanent work materials procurement

2.2 ENGINEERING

Review of contract drawings, specifications obtain / provide clarifications, coordinate among all related Disciplines and produce shop drawings within performance parameters. Key activities and controls to be established are listed below:

- Shop Drawings
- Production program
- Organization of engineering personnel
- Identification, notification and implementation of changes
- Drawing submittal

2.3 PROCUREMENT AND MATERIAL MANAGEMENT

To prepare technical packages comparisons for permanent materials and to secure competent and reliable sources for procurement. Key activities and controls to be established are:

- Procurement program
- Preparation of material submittal for Client approval in accordance with the terms of contract agreement, contract scope of work, approved drawings and specifications
- Approved material deliveries to the project warehouse
- Procurement tracking report on suppliers

2.4 PLANNING

To develop planning schedules, monitor, accommodate changes and report progress. Key activities and controls to be established are:

- Mobilization program covering all aspects of mobilization, design, procurement and early construction activities
- Detailed construction program
- Program review
- Work package program for subcontractors
- Program Monitoring and control

2.5 EXECUTION

Execute the construction program within the set performance parameters defined by approved shop drawings, approved material submittals and approved quality controls. Key activities and controls to be established are:

- Short term programs to direct and control the works
- Weekly productivity reporting /Planned vs. Actual Progress
- Weekly procurement reporting
- Formal pre-qualification of subcontractors and suppliers
- Weekly design progress reporting
- Method statement schedule and update as necessary
- Inspection and test planning (Process Control Sheets)
- Monthly quality performance reporting
- Monthly safety performance reporting
- Monthly update of the contract program

2.6 COORDINATION OF MAJOR SUBCONTRACTORS AND SPECIALISTS

Coordination of technical matters, material procurement deliveries to site and site progress. Key activities and controls to be established are:

- Monitor material and drawing submittals and timely processing of such with client for approval
- Coordination with internal / external parties to ensure potential problems are lighted and reported.
- Monitor and report on progress and performance at scheduled weekly progress meetings

2.7 QUALITY CONTROL

To carry out the QC activities required for achieving compliance with defined plans and specifications through the organization of respective works on site and monitoring quality activities. Key activities and controls to be established are:

- Coordination of the review of subcontractors /supplier quality related documentation and QA / QC resources
- Preparation and monitoring of defined process control documentation , inspection and test planning and associated work execution
- Establishing coordinated inspections and tests and associated records
- Recording of observations /non-conformance and corrective /preventive actions

2.8 CONTRACT ADMINISTRATION

Monitor, administer and protect the Company's contractual and financial relationship with client, consultant, subcontractors and suppliers. Key activities and controls to be established are:

- Settlement of the final account and final cost.
- Monthly Interim Application for payment.
- Identification, recording and notification of changes which may be identified through any of the following:
 - ◇ Variations arising during the preparation of shop drawings.
 - ◇ Changes in the scope suppliers /subcontractors /specialist work.
 - ◇ Request for clarification.
 - ◇ Meetings with the client.
 - ◇ Corrective actions identifying errors or omissions in the contract documents.
 - ◇ Formal notification from the employer.
- Comprehensive file of each subcontractor / supplier / specialist shall be maintained including signed copies of the subcontract / supplier / specialist, progress and approved payment vouchers.

2.9 DOCUMENT CONTROL

EI TAJ ENGINEERING WLL has a strong back ground in document controlling processes and procedures which will be appropriate to be utilized to develop and implement the following controls:

- Receiving Documents and Workflow Tracking
- Generating Documents
- Document Security, Retrieval and Disposal
- Generating Internal Document

2.10 WAREHOUSING

Receive, store, protect and distribute materials as required by construction. Key activities and controls to be established are:

- Ensure permanent materials are acceptable prior to release for site use
- Status recording and reporting of materials arrival and notification to concerned construction team
- Upon delivery of material at site the following initial verification will be carried out:
 - ◇ Inspection of delivery documentation against the Purchase Order
 - ◇ Checked for quantities under, over and obvious damage
 - ◇ Notification to site QC for inspection
 - ◇ Computer data entry in store receiving system
- The issuance of material shall be made on request and warehouse records and computer data base updated accordingly
 - ◇ Stores receiving voucher (SRV)/Material Receiving Report (MRR)
 - ◇ Site request to stores
 - ◇ Store Issue Voucher (SIV)
 - ◇ Materials /services acceptance
 - ◇ Weekly permanent materials report
 - ◇ Reconciliation of as-built quantities and material wastage

2.11 QUALITY ASSURANCE

- To carry out the quality assurance activities required for achieving compliance with defined plans, manuals, processes, procedures, and method statements. Key activities and controls to be established are:
 - Provision and maintenance of a documented QMS
 - Internal audits of documented QMS
 - Provision of in-house training on the QMS to project personnel
 - Performance reporting for Management Review

2.12 SITE ADMINISTRATION

To provide a wide variety of administrative services to the project, including the maintenance of personnel files, handling and storage of consumable materials related to administrative services. Key activities and controls to be established are:

- Transfer of employees between projects
- Personnel evaluations in liaison with HO Human Resources Department

PROJECT REALIZATION

3.1 INTRODUCTION

When the process of achieving results is planned, designed and managed effectively, the quality of the end result becomes predictable. To achieve this project goal, assigned key project team members shall plan and develop processes and associated supporting documentation that will encompass a systems management approach. The organization shall implement defined methodologies and monitor their effectiveness and efficiency in order to provide control of the quality of project activities undertaken as summarized in Section 2.0 of this document.

3.2 SHOP DRAWINGS PRODUCTION —

A project management coordination role shall be established by the Engineering Department and key responsibilities, authorities and interfaces (including those with the Client, Sub-contractors and/or Suppliers) shall be clearly defined. Verification reviews shall be in accordance with the standard construction and civil engineering criteria. The production of shop drawings to complete the work shall be made under the direct control of the Company Engineering function at Head Office

3.3 PURCHASING CONTROL

AI TAJ ENGINEERING WLL aims to establish sound supplier and subcontractor relations in order to develop a mutually beneficial relationship that improves the ability of all parties to create value to a project.

Assessment and recording of new and existing suppliers / subcontractor's capabilities and performance shall be implemented by procurement team at Head Office in liaison with project management. Effective controls shall be implemented to ensure that the interfaces between suppliers /subcontractors, project management and the Client are clearly defined whilst delivering products or services to the project that meet with the specification requirements.

3.4 CONSTRUCTION

These activities relate to a wide cross section of resources, including a wide base of personnel, skills, plant and equipment. The Company shall ensure by careful planning the provision of proper project controls during work execution, and satisfactory resourcing for the projects. Such controls will be defined within the following quality system documents:

- Project Quality Plan (PQP)
- Department manuals /programs
- Processes
- Procedures /method statements
- Records (forms / formats)

For specific elements of production that are difficult or impossible to immediately validate, (e.g. concreting, painting, welding, etc.) work procedures and/or method statements shall be established for approval prior

to the commencement of the work process to ensure that the correct result can be achieved.

QUALITY POLICY STATEMENT

EI TAJ ENGINEERING WLL firmly believes that our systemic and business processes, professionally followed and well accomplished by our enthusiastic staff, clearly indicates our care and continuance in providing high levels of our quality works, customer service and customer satisfaction.

EI TAJ ENGINEERING WLL. strives to consistently providing quality engineering with reliable and efficient maintenance services, subject to total compliance on all its requirements, and where possible exceeds the expectations of our customers.

EI TAJ ENGINEERING WLL. focuses on training and development of its personnel through flexibility and adaptability to service the overwhelming transforming business environment, by innovative working techniques and continuously improve the efficacy of our design and building management systems.

We will ensure that all our staff having good knowledge and understanding of our quality objectives, working towards meeting the system requirements, and committed to developing processes and promoting new ideas.

To address and achieve and ongoing progress in quality service and customer satisfaction, EI TAJ ENGINEERING WLL. will maintain, review and revise its quality objectives and targets annually

EI TAJ ENGINEERING WLL. will conduct quality audits and reviews on all operational activities at least once a year, and will allocate human, financial and other recourses appropriately in order to achieve targeted results.

Currently, EI TAJ ENGINEERING WLL. is committed with established quality management system, both administrative and operational, to work towards continuous improvement on its quality performance.

Project Reference list

Sr.	Project name	Scope of work	Client name	Project status	Project amount (EGP)
1	Sarai compound -S1 phase	Firefighting	Gama Construction	Closed out	262,000
2	Constructive head quarter at polygon	MEP	Constructive	Closed out	135,000
3	Sarai compound -S2 phase	Firefighting	Gama Construction	Closed out	185,000
4	Trio Garden – Block 6	MEP	UniPro / Hills Construction	Closed out	6,362,406
5	Aster residence sales center	MEP	Egyptian Developers	Closed out	1,875,000
6	MAG Head Quarter at River walk mall	MEP	MAG Holding	Closed out	1,750,000
7	Icon Holding HQ at CFC	MEP	Urban Construction	Closed out	3,600,000
8	Leo Burnette HQ at Park street mall	MEP	Urban Construction	Closed out	3,194,000
9	Administration Floor for national bank of Egypt at Sharkia governorate	HVAC	Arc Nile	Closed out	1,200,000
10	Royal Hospital at Menoufia governorate	HVAC	AH Group	Closed out	2,195,000
11	Metra HQ at park street	MEP	Urban Construction	Closed Out	7,200,000
12	Etisal factory production line for Xiaomi cell phones	HVAC	Etisal Group	Closed Out	7,896,200
13	ADES HQ in maadi	MEP	Ejada interiors	Going On	3,500,000

14	Soil spaces in Mivida	MEP	Shuttering construction	Closed Out	11,122,000
15	Raya Call center at crystal plaza	Electrical	Core construction	Going On	12,731,780
16	Metra HQ at 5 th settlement	MEP	Urban Construction	Going On	8,100,000



TOGETHER WE BUILD A GREAT FUTURE

