



Pre-Construction Questionnaire

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1. Overview

This Pre-Qualification Questionnaire (PQQ) has been designed to help us assess the suitability, capability and compliance of organisations wishing to be considered for this project. The information you provide will enable us to identify contractors and suppliers who meet the required standards and can demonstrate the experience, resources and governance necessary to progress to the next stage of the procurement process.

This PQQ covers key areas including health and safety performance, insurance arrangements and environmental management practices. Completing this questionnaire accurately and in full will allow us to evaluate your organisation fairly and consistently. Separate requests for financials may also be made at this stage. Applicants who meet the required criteria will be shortlisted and invited to participate in the Invitation to Tender (ITT) stage, where full proposals will be requested.

2. Company Details

Company Name	
Address	
Telephone Number	
Scope of Business Works	
Number of Employees	
Number of Non-English Speaking Employees (please also provide the ratio of English to non-English speakers)	

3. Contact Details

Name of CEO / Managing Director.	
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Contact Number		Email	
Name of Responsible Health and Safety Person			
Contact Number		Email	

4. Insurances

Employers Liability Insurance Attached?	Yes ☐ No ☐	Professional Indemnity Attached?	Yes ☐ No ☐
Public Liability Insurance Attached?	Yes ☐ No ☐	Other Insurances? Please detail:	Yes ☐ No ☐

5. Health and Safety

Health and Safety Performance Statistics for the last 5 years	Year				
	2022	2023	2024	2025	2026
Fatalities					
RIDDOR					
3 Day Reportable					
Minor Injuries					
Near Misses					
Accident Frequency Rate					
Lost Time Frequency Rate					

Have you had any prohibition notices from the HSE in the last 5 years?	Yes ☐ No ☐	If yes, please provide details:
Have you had any improvement notices from the HSE in the last 5 years?	Yes ☐ No ☐	If yes, please provide details:
Have you or are you currently involved in any litigation process, in the last 5 years?	Yes ☐ No ☐	If yes, please provide details:

Are you a member of any SSIP or other accredited Health and Safety schemes?	Yes ☐ No ☐	If yes, please provide details:
Do you hold any ISO Certifications? ISO14001 / ISO45001 / ISO9001	Yes ☐ No ☐	If yes, please provide details:
Are you a member of any Trade Associations or Organisations?	Yes ☐ No ☐	If yes, please provide details:

How do you communicate Health and Safety issues and updates to the employees?	Please include evidence:
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Are you and your employees trained to at the least the minimum legal requirement for the works you are carrying out? As specified in relevant legislation, regulations and/or standards?	Please provide training records and experience:
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Do you investigate all accidents and incidents?	Yes ☐ No ☐	If yes, please provide evidences of completed investigations:
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6. Competencies, Training and Qualifications

Do all employees hold a CSCS card or equivalent?	Yes ☐ No ☐	Number of Employees with a CSCS Card	
Number of Employees with an SSSTS		Number of Employees with an SMSTS	
Number of First Aid trained Employees		Number of Fire Warden trained Employees	

Any other training?	Working at Height ☐ Ladder Training ☐ Asbestos Awareness ☐ Manual Handling ☐	Other ☐ Please Detail:
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Are you aware of your duties under CDM?	Yes ☐ No ☐	If yes, please provide evidences/details:
Have you previously worked on any High Rise Buildings (HRBs)?	Yes ☐ No ☐	If yes, please provide evidences/details:
Are you aware of your overall duties under the Building Safety Regulations?	Yes ☐ No ☐	If yes, please provide evidences/details:
Are you aware of your specific duties for Fire Safety and structural, under the Building Safety Regulations?	Yes ☐ No ☐	If yes, please provide evidences/details:

Name of person completing document	
Role within Organisation	
Signature	
Date	