

# Architectural, engineering and technical consultancy services

Reference year 2001

Please fill in the following questions as accurately as possible. If some of your products overlap with several of the proposed product categories, we invite you to provide a qualified estimate of the percentage breakdown belonging to each of the relevant categories. Your answers are more usable for us, if you estimate the breakdown, even if the results are not perfect than if you allocate complex products to the main category.

1. Main activity of the enterprise according to the Business Register: \_\_\_\_\_ (to be specified)
  
2. Accounting period:
  - a) Calendar year
  - b) Other period \_\_\_\_\_ (to be specified)

3. Total **Net Turnover** \_\_\_\_\_ (national currency)

3a) Total **Net turnover** by client

- (a) Enterprises \_\_\_\_\_ %  
including: public owned enterprises, sole proprietorships and companies with limited liability
- (b) Public sector \_\_\_\_\_ %  
including: public administration, health and education  
excluding: public owned enterprises
- (c) Households and non-profit institutions \_\_\_\_\_ %
- (d) Total \_\_\_\_\_ 100 %

3b) Total **Net turnover** by client

- (a) Resident clients \_\_\_\_\_ %
- (b) Non-resident clients (i.e. export) \_\_\_\_\_ %
- (c) Total \_\_\_\_\_ 100 %

3c) Share of total **Net turnover** from your 3 biggest clients

- (please tick the relevant box):
- 0 - 24 %
- 25 - 49 %
- 50 - 74 %
- 75 - 100 %

4) Breakdown of total **Net turnover** by products

i) **Architectural services** \_\_\_\_\_ (national currency)

- (a) Advisory and pre-design architectural services \_\_\_\_\_ %
- (b) Architectural design services for buildings and other structures \_\_\_\_\_ %
- (c) Other architectural services \_\_\_\_\_ %
- (d) Total "Architectural services" \_\_\_\_\_ 100 %

ii) **Engineering design services including integrated engineering services for turnkey projects**

(Turnkey projects should be split up into the relevant categories of engineering design services)

\_\_\_\_\_ (national currency)

- (a) Engineering design services for the construction of foundations and building structures \_\_\_\_\_ %
- (b) Engineering design services for mechanical and electrical installations for buildings \_\_\_\_\_ %
- (c) Engineering design services for the construction of civil engineering works \_\_\_\_\_ %
- (d) Engineering design services for industrial process and production \_\_\_\_\_ %
- (e) Engineering design services n.e.c. \_\_\_\_\_ %
- (f) Total "Engineering design services" \_\_\_\_\_ 100 %

iii) **Urban planning services** \_\_\_\_\_ (national currency)

iv) **Project management services** \_\_\_\_\_ (national currency)

v) **Other architectural and engineering services** \_\_\_\_\_ (national currency)

vi) **Construction** \_\_\_\_\_ (national currency)

vii) **Business and management consultancy services** \_\_\_\_\_ (national currency)



## Economic and employment variables

5. Number of persons employed \_\_\_\_\_ (number)
6. Number of employees \_\_\_\_\_ (number)
7. Total purchases of goods and services  
(needed for value added) \_\_\_\_\_ (national currency)
8. Personnel costs  
(needed for gross operating surplus) \_\_\_\_\_ (national currency)

**NOTE: Do not include the variables 5, 6, 7 and 8 in the questionnaire if they are available from SBS or other sources.**

# Product descriptions

## **Advisory and pre-design architectural services**

- assistance, advisory and recommendation services concerning architectural and related matters
- services such as undertaking preliminary studies addressing issues such as site philosophy, intent of development, climatic and environmental concerns, occupancy requirements, cost constraints, site selection analysis, design and construction scheduling
- any other issues affecting the nature of the design construction of a project

## **Architectural design services for buildings and other structures**

- schematic design services which consist in determining, with the client, the essential character of the project, defining intent, space requirements, budget limitations and time scheduling
- preparation of sketches including floor plans, site plans and exterior views
- design development services, which consist in a more precise illustration of the design concept in terms of the siting plan, form, material to be used, structural, mechanical and electrical systems and probable construction costs
- final design services which consists of drawings and written specifications sufficiently detailed for tender submission and construction, and of expert advice to the client at the time of calling for and accepting tenders

## **Other architectural services**

- all other services requiring the expertise of architects, such as:
  - preparation of promotional material and presentations
  - preparation of as-built drawings

## **Engineering design services for the construction of foundations and building structures**

- structural engineering design services for the load-bearing framework of residential and commercial, industrial and institutional buildings
- drawing-up of preliminary drafts, project development
- specification of plans of execution or exact specifications on behalf of the contracting authority for the construction of buildings
- *including the part of fully integrated engineering services for the construction of all kinds of turnkey projects that concerns foundations and building structures*

## **Engineering design services for mechanical and electrical installations for buildings**

- mechanical and electrical engineering design services for:
  - power system, lighting system, fire alarm system, communication system and other electrical installations for all types of buildings
  - heating, ventilating, air conditioning, refrigeration and other mechanical installations for all types of buildings
- *including the part of fully integrated engineering services for the construction of all kinds of turnkey projects that concerns mechanical and electrical installations for buildings*

### **Engineering design services for the construction of civil engineering works**

- engineering design services for the construction of civil engineering works, such as:
  - bridges and viaducts, dams, catchment basins, retaining walls, irrigation systems, flood control works
  - tunnels, highways and streets, including interchanges and related works
  - locks, canals, wharves and harbour works
  - water supply and sanitation works, such as water distribution systems, water, sewage
  - industrial and solid waste treatment plants and other civil engineering projects
- drawing-up of preliminary drafts, project development, specification of plans of execution or exact specifications on behalf of the contracting authority for the construction of civil engineering works
- *including the part of fully integrated engineering services for the construction of all kinds of turnkey projects that concerns the construction of civil engineering works*

### **Engineering design services for industrial process and production**

- engineering design services for production processes, procedures and facilities
- drawing-up of preliminary drafts, project development, specification of plans of execution or exact specifications on behalf of the contracting authority for the construction of industrial process and production
- *including the part of fully integrated engineering services for the construction of all kinds of turnkey projects that concerns industrial process and production*

### **Engineering design services not elsewhere classified**

- other speciality engineering design services:
  - acoustical and vibration engineering design
  - traffic control systems design
  - prototype development and detailed engineering design for new products
  - any other speciality engineering design services
- *including the part of fully integrated engineering services for the construction of all kinds of turnkey projects that concerns any other categories of engineering design services n.e.c.*

### **Urban planning services**

- Development services for programmes concerning land use, site selection, control and utilisation, road systems and servicing of land with a view to create and maintain systematic, co-ordinated urban development
- Feasibility studies
- Studies of environmental impact and economic assessment of urban development programmes

### **Project management services**

- Management services for all kinds of engineering projects on behalf of the owner or client in order to ensure that the work is in conformity with the final design
- Services provided both in offices and the field, and typically including:
  - inspection including final inspection and approval
  - preparation of progress reports
  - planning and scheduling
  - providing cost estimates for the various phases of the project
  - issuing and analysing tenders
  - awarding contracts (architecture, engineering, construction)

- controlling the flow of documents
- controlling costs
- any other assistance and advice on management matters that may arise
- procurement of material and equipment on behalf of the client or owner

### **Other architectural and engineering services**

- plans and drawings for architectural, engineering, etc. purposes
- technical advisory and consultative services:
  - assistance, advisory and recommendation services concerning engineering matters
  - undertaking preparatory technical feasibility studies and project impact studies
  - advisory and consultative engineering services prior to the drawing-up of a project
  - feasibility studies, studies of environmental impact, economic assessment of a project, etc.
  - technical advice concerning existing installations or when disputes occur
  - appraisal services for the structural, mechanical and electrical installations
  - expert testimony in litigation cases
  - other scientific consultative services, not elsewhere classified
- landscape architectural services
- geotechnical engineering services providing engineers and architects with necessary subsurface information for the design of various projects
- ground water engineering services, including ground water resources assessment
- contamination studies and quality management
- corrosion engineering services
- failure investigations
- other services that require the expertise of engineers
- engineering-related scientific and technical services:
  - geological, geophysical and other technical consulting services
  - subsurface surveying services
  - surface surveying services
  - map making services

### **Construction**

- General construction work for buildings and civil engineering work

### **Business and management consultancy services**

- general management consulting services (advisory, guidance and operational assistance services concerning business policy and strategy and the overall planning, structuring and control of an organisation)
- financial management consulting services except corporate tax (advisory, guidance and operational assistance services concerning decision areas that are financial in nature)
- human resources management consulting services (advisory, guidance and operational assistance services concerning the human resources management of an organisation)
- other business and management consultancy services (marketing management consulting services, production management consulting services, public relations services, project management services other than for construction, arbitration and conciliation services etc.)

## **Computer services**

### **Hardware consultancy services**

- Provision of advice and assistance on matters related to the management of businesses' and institutions' computer resources

### **Software and other computer consultancy services**

- Development and sale of packaged software, development and sale of customised software, other software and computer consultancy services

### **Other computer related services**

- Computer facilities management services and data processing services, database services, systems maintenance services, computer hardware servicing, repair and maintenance of computing machinery and equipment

### **Training services**