

# MUNICIPALITY – ISSUE PREQUALIFICATION CERTIFICATE



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### Service description

This service enables an Engineering Consulting Office to be technically and commercially prequalified for specific scopes of work and receive prequalification certificate from Economic Cities Authority.

### Service beneficiaries

- Engineering Offices.

### Service fees

- No fee.

### Service requirements

- Consultant Profile.
- Consultant Professional Services.
- Consultant Quality Policy and Objectives.
- Consultant Seniors Staff Resumes.
- Completed Project Gallery.
- Commercial Registration Certificate.
- Labor Office Registration Certificate.
- ECA Prequalification Questionnaire Completed and Stamped.
- If available, Saudi Council of Engineering Membership (Local Consultant).
- If available, Engineering Accreditations and Certifications (International Consultant).
- If available, Financial Statements.

### Service conditions

- Financial documents must be attested by a certified public accountant in Saudi Arabia.
- Documents must be valid at the time of submitting the case (3 months before expiry date).

### Service pre-requisites

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### Service channels

- ECA 360 eServices portal ([www.eca.gov.sa/360](http://www.eca.gov.sa/360)).
- Integrated Government Services at the Economic Cities Authority building.

### Service time

- Fifteen working days on complete application that fulfills all terms and conditions.

### After service completion

- Qualification Certificate is issued to operate Inside an Economic City.