# ANNEX C – PAYMENT SCHEDULE (CORENET X)

***[Instructions: Agencies can amend the “Items of Services” as necessary for each project and based on the actual sequence of services provided, except Stage 4 – Construction Stage. Where the items of Services are not relevant, please make the necessary adjustments to the items as well as the % payable.]***

1. Interim payments to the **Architect** shall be made upon the completion and acceptance by the Employer of the items of Services provided as set out below: -

|  |  |  |
| --- | --- | --- |
|  | **Description of Items of Services**  | **%**  |
| **1** | **Preliminary Design stage** | **15** |
| 1.1 | Complete site Investigation  | 3 |
| 1.2 | Upon completion and submission of preliminary Architectural design and presentation to the Employer | 6 |
| 1.3 | Obtain approval from the Employer on preliminary Architectural design and presentation*[Note: This sub-stage is deemed payable once planning approval submission under Stage 2.1 is made to the Authorities]* | 6 |
| **2** | **Design Stage** | **35** |
| 2.1 |  Make submission for Design Gateway | 5 |
| 2.2 |  Obtain approval for Design Gateway | 5 |
| 2.3 | Develop and submit schematic architectural design drawings to the Employer | 7.5 |
| 2.4 | Obtain Employer’s approval for design development drawings*[Note: This sub-stage is deemed payable once submission is made for Construction Gateway under Stage 2.5]* | 7.5 |
| 2.5 |  Make submission for Construction Gateway | 5 |
| 2.6 |  Obtain approval for Construction Gateway | 5 |
| **3** | **Tender Stage\*** | **15** |
| 3.1 | Issue finalise design development drawings, specifications and other tender documents to the respective consultants for their preparation of their respective detailed designs and schedule of works / bills of quantities  | 5 |
| 3.2 | Upon calling of tenders*[Note: This sub-stage is deemed payable once tender is called. Issuance of any corrigendum should not delay the payment for this stage.]* | 5 |
| 3.3 | Evaluate tenders and make recommendations for award | 3 |
| 3.4 | Upon award of tenders | 2 |
| **4** | **Construction Stage** | **25** |
| 4.1 | Contract supervision, site supervision, progress documentation, work measurement, variations control and evaluation: |  |
| a | Based on equal monthly payments^ | 12.5 |
| b | Based on proportion of progress payment of the Works | 12.5 |
| **5** | **Post Construction Stage** | **10** |
| 5.1 | Upon substantial completion and obtain Temporary Occupation Permit (TOP) | 2.5 |
| 5.2 | Settle Final Accounts | 2.5 |
| 5.3 | Verifying defects rectification and submission of documents (warranties, manuals, as-built drawings, etc)  | 2.5 |
| 5.4 | Obtain Final Completion Certificate (for all projects) and Certificate of Statutory Completion (CSC) (only if CSC is applicable) | 2.5 |
|  | **Total % Fee**  | **100** |

\* Fees for this stage to be apportioned (e.g. by value of contract) according to each tender when the project involves multiple contracts and subcontracts (e.g. substructure, main building and NSCs tenders etc).

^ “equal monthly payments” shall refer to payments of a sum on a monthly basis for the construction stage, such sum to be computed based on the amount of fees payable under item 4.1a above divided equally by the number of months over which the construction stage of the Project is scheduled to be completed as set out in the Employer’s Requirements. The calculation of such “equal monthly payments” shall not take into account any extension of time that may be granted by the Superintending Officer under the Contract, or under any applicable laws, unless otherwise agreed in writing between the Employer and the Consultant. No monthly payments will be made to the Consultant during such periods of extension.

2.0 When the Final Project Construction Cost referred above is ascertained, should there be any over payment of fees to the Consultant pursuant to the payment schedule, the Consultant shall refund the Employer the amount overpaid not later than twenty-one (21) days after notice in writing has been given to the Consultant of such over-payment.

**Notes**:

1. Prior to the award of the construction tender(s), Estimated Procurement Value (EPV) will be used to compute fees up to Stage 3.4. Upon award of the construction tender(s), the fees paid up to Stage 3.4 and from stage 4 onwards shall be adjusted and computed based on the Approved Procurement Value (APV). For the avoidance of doubt, when the Final Project Construction Cost is ascertained, the fees for all stages shall be adjusted and computed based on the Final Project Construction Cost.
2. In the case of considerable duration between milestones, partial payment may be allowed to be made for part of the Services that have been completed and accepted by the Employer, subject to the Employer’s discretion.
3. In the case of termination, the full fees will be payable for Items of Services that have been completed and accepted by the Employer. For Items of Services for which work has been done prior to the notice of termination but which have not been completed and accepted by the Employer, the Employer shall determine the value of and pay the Consultant according to the work done.