

CHECKLIST FOR THE SUBMITTAL OF SUB-CONTRACTOR / SUPPLIER REGISTRATION

Name of Company : _____

Contact Person : _____

Contact Number : _____

Services / Goods Offered :

Code	Description

ITEM	DOCUMENTS REQUIRED	YES	NO	N/A	REMARK
1	FORM 24 & 49	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2	Certificates of Licensing / Registration Authority (CIDB, PKK, JRK, ISO 9000, SIRIM, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3	Past THREE (3) years Audited Report including Notes to Financial Statements, Auditor Report and Director Report	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4	Latest BALANCE SHEET as at PREVIOUS MONTH	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5	Past THREE (3) months Bank Statement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6	List of Completed Projects (Since past 5 years)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7	List of Current / Ongoing Projects	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8	Company Organisation Charts with CV of Key Personnel	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
9	Company Profiles	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
10	Others	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

SUB-CONTRACTOR / SUPPLIER REGISTRATION EVALUATION

Name of Company : _____

Contact Person(s) : 1. _____ 1. _____

Designation(s) : 2. _____ 2. _____

Contact No.(s) : 3. _____ 3. _____

Type Of Business (Please tick whichever applicable)

Manufacturer

Supplier

Sub-Contractor

Others

Services / Goods Offered (Please tick whichever applicable)

B		
BUILDING CONSTRUCTION CATEGORY		
Code	Description	Tick(v)
B01	IBS: Prefabricated concrete system	
B02	IBS: Steel frame system	
B03	Restoration and conservation	
B04	Building general works	
B05	Piling works	
B06	Concrete repair work	
B07	Interior decoration	
B08	Water proofing installation	
B09	Landscaping	
B10	Internal plumbing installation	
B11	Signage installation	
B12	Aluminium/steel and glass works	
B13	Tile installation and plastering works	
B14	Paint works	
B15	Roof installation and metal cladding	
B16	Construction and installation of swimming pool equipment	
B17	Pre-stressing and post-tensioning works	
B18	Metal works	
B19	IBS: Formwork system	
B20	Indoor gas pipeline installation	
B21	Scaffolding installation	
B22	IBS: Block system	
B23	IBS: Wood frame system	
B24	Building maintenance works	
B25	Private pipe connection to sewerage	
B26	Demolition works	
B27	Water supply and sewerage system maintenance services	
B28	Miscellaneous works	

Services / Goods Offered (Please tick whichever applicable)

CE		
CIVIL ENGINEERING CONSTRUCTION CATEGORY		
Code	Description	Tick(v)
CE01	Road and pavement construction	
CE02	Bridge construction	
CE03	Marine structures	
CE04	Dams	
CE05	Tunnels and underpinnings	
CE06	Flood control system	
CE07	Railway tracks	
CE08	Slope protection system	
CE09	Oil or gas pipelines	
CE10	Piling works	
CE11	Concrete repair works	
CE12	Soil investigation	
CE13	Signage installation	
CE14	Landscaping	
CE15	Offshore works	
CE16	Underwater construction works and maintenance	
CE17	Airports	
CE18	Reclamation works	
CE19	Sewerage system	
CE20	Water supply system	
CE21	General civil engineering works	
CE22	Synthetic game field tracks	
CE23	Pre-stressing and post-tensioning works	
CE24	Civil engineering structures	
CE25	Rock blasting works	
CE26	Sculptured structures	
CE27	Heat insulation/refractory works	
CE28	Special cast system	
CE29	Scaffolding installation	
CE30	Soil stabilisation, subterranean drainage	
CE31	Telecommunications civil engineering works	
CE32	Civil engineering maintenance works	
CE33	Drilling for underground water	
CE34	Pre-cast concrete installation work	
CE35	Concrete test	
CE36	Earthworks	
CE37	Power station funnel work	
CE38	Sewerage system maintenance	
CE39	Water supply system maintenance	
CE40	Excavation	
CE41	Breeding pond construction	

Services / Goods Offered (Please tick whichever applicable)

ME		
MECHANICAL AND ELECTRICAL CATEGORY		
Code	Description	Tick(v)
M01	Air-conditioning system	
M02	Fire prevention and protection system	
M03	Lifts and escalators	
M04	Building automation system	
M05	System for workshop, plant, quarry etc	
M06	Medical equipment	
M07	Kitchen appliances	
M08	Heat restoration system	
M09	Mechanical based compression and generation	
M10	Coolant for power generation	
M11	Construction and special treatment	
M12	Special plant	
M13	Drill maintenance	
M14	Pollution control system	
M15	Miscellaneous mechanical equipment	
M16	Tower crane	
M17	Laundry equipment	
M18	Hot water system	
M19	Plant equipment installation	
M20	General mechanical maintenance	
E01	Sound system	
E02	Monitoring and security system	
E03	Building automation system	
E04	Low voltage installation	
E05	High voltage installation	
E06	Special lighting system	
E07	Internal telecommunications system	
E08	External telecommunications system	
E09	Various special equipment	
E10	Special control panel	
E11	General electrical works	
E12	Electric signboards	
E13	Train telecommunications system	
E14	Computer network cable	

 	REGISTRATION / ASSESSMENT OF SUB-CONTRACTOR	DOC. REF : SFO-CD-13
QSHP07: Selection & Appointment of Sub-contractor		PAGE : 1 OF 3

Prospective Contractor who wishes to be registered with us to complete Section 1 to 5		
1 ORGANISATION		
(a) Name	:	_____
(b) Address	:	_____ _____ _____
(c) Telephone / Fax No.	:	_____
(d) E-mail	:	_____
(e) Co. Registration No.	:	_____
(f) GST ID	:	_____
(g) Year Established / Date of Registration	:	_____
(h) Authorised Capital	:	_____
(i) Paid-up Capital	:	_____
(j) Nature of Business / Scope of Work	:	_____
2 THE PRINCIPALS		
Name of Partners/ Directors, Shareholders & Percentage of Shares	:	_____ _____ _____
3 FINANCIAL		
(a) Name of Bankers & Address	:	_____ _____
(b) Name of Bankers & Address	:	_____ _____

4 REGISTRATION	
<i>(Please attach copies of certificates or licenses as an Appendix)</i>	
(a)	_____
(b)	_____
(c)	_____
(d)	_____
(e)	_____
(f)	_____
5 OTHER INFORMATION (Please tick if attached)	
Part A : 1 List of completed projects. <input type="checkbox"/> 2 List of current projects. <input type="checkbox"/> 3 Organisation chart. <input type="checkbox"/> 4 Company profile. <input type="checkbox"/>	Part B : 5 Accounts for past 3 years. <input type="checkbox"/> 6 List of construction equipment & machinery owned by company. <input type="checkbox"/> 7 Evidence of quality system such as quality policy/manual. <input type="checkbox"/> 8 Evidence of safety & health management such as safety plan. <input type="checkbox"/> 9 Value of contract to participate in From: _____ To: _____
I / We hereby declare that the above information is accurate.	
_____ Signature & Company Stamp Date:	_____ Name / Designation

FINANCIAL CAPABILITY ASSESSMENT

- Full set of Audit Report (including Notes to Financial Statements, Auditor Report and Directors Report) for past three (3) years
- Full set Audit Report or DRAFT Audit Report for CURRENT or PREVIOUS year (whichever available)
- Latest Balance Sheet as at PREVIOUS month
- Latest Management Accounting with Profit and Loss For the Period Ended PREVIOUS month
- Latest Bank Statement with the month end balances
- Form 49 & 24
- Available Banking Facilities with offer letter as supporting
- Debtors Aging Summary
- List of balance project value under construction
- Previous Completed Projects (Since past four (4) years until now)
- Projects with similar criteria