



## **Vendor Registration Form**

### **RENOVATION OF TOILET AND RAINWATER HARVESTING SYSTEM**

| 1            | Registered Business Name                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |             |              |      |             |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|--------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|--------------|------|-------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| 2            | Registered Company Number (ROC Number)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |             |              |      |             |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3            | Registered Business Address                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |             |              |      |             |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4            | Incorporated Date                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |             |              |      |             |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 5            | Paid-up Capital                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |             |              |      |             |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 6            | Current Address (if different from registered address)                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |             |              |      |             |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 7            | Current Telephone No./ Fax No./ Email                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |             |              |      |             |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 8            | Nature of Business                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |             |              |      |             |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 9            | <p>Past Project Experience</p> <p>Note: <b>Completed &amp; ongoing projects in the last 5 years</b></p> <table border="1"> <thead> <tr> <th>Project Name</th> <th>Year</th> <th>Client Name</th> </tr> </thead> <tbody> <tr><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td></tr> </tbody> </table> <p>*Please attach list of all the projects executed by your company in the last 5 years</p> |             | Project Name | Year | Client Name |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Project Name | Year                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Client Name |              |      |             |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |             |              |      |             |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |             |              |      |             |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |             |              |      |             |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |             |              |      |             |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |             |              |      |             |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

|    |                                                                     |           |               |       |
|----|---------------------------------------------------------------------|-----------|---------------|-------|
| 10 | Representative (person who is authorised to represent the tenderer) |           |               |       |
|    | Name                                                                | Job Title | Mobile Number | Email |
|    |                                                                     |           |               |       |
|    |                                                                     |           |               |       |

**NOTE:**

1. Interested companies are required to submit relevant and valid supporting documents, including but not limited to SSM registration and the latest audited financial statements, for the purpose of verifying the accuracy, completeness, and validity of the information provided.



**Pre-Qualification Requirements Checklist (As per Advertisement Form)**

| No | Description                                                                                                                                                                                   | Compliance |    | Remark                                       |
|----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|----|----------------------------------------------|
|    |                                                                                                                                                                                               | Yes        | No |                                              |
| 1  | Locally incorporated and legally registered company in Malaysia.                                                                                                                              |            |    |                                              |
| 2  | Registered with CIDB Grade 4 and above.                                                                                                                                                       |            |    | If yes, please provide supporting documents. |
| 3  | Possess at least 5 years of related experience of similar office renovation and fit-out projects and have the capability to design, install, and integrate rainwater harvesting system.       |            |    | If yes, please provide supporting documents. |
| 4  | Must have a certified Site Supervisor who will be assigned to oversee and monitor both the renovation works and the rainwater harvesting system throughout the project implementation period. |            |    | If yes, please provide supporting documents. |
| 5  | Have three (3) latest Financial Year (FY) audited financial statements.                                                                                                                       |            |    | If yes, please provide supporting documents. |
| 6  | The company must have minimum paid-up capital of at least RM150,000.00                                                                                                                        |            |    | If yes, please provide supporting documents. |
| 7  | Any litigation or dispute instituted against the company and/or its directors, must be disclosed.                                                                                             |            |    | If yes, please disclose the dispute.         |
| 8  | Agree to sign Non-Disclosure Agreement (NDA) with SC prior to receiving the Request for Proposal (RFP).                                                                                       |            |    |                                              |

I/We declare that the particulars provided herein are true and correct.

Signed .....

In the Capacity of .....

Duly authorised to sign for and on behalf of .....

Date .....

Company Seal .....

