

No. Permohonan:



**BORANG PRA-KELAYAKAN KONTRAKTOR
PANEL PAIP BERSAIZ 1000MM DAN KE ATAS**

(Perlu diisi oleh pemohon)

Nama Syarikat <i>Company Name</i>	
Tarikh Penghantaran <i>Date Of Submission</i>	

Nota Penting

- Kontraktor/Pemohon yang memohon sebagai **kontraktor panel paip bersaiz ≥1000mm** di Air Selangor akan terlibat dengan kerja-kerja kecemasan dan **perlu bersedia pada bila-bila masa (24 hour standby)** apabila diperlukan.
- Hanya kontraktor bertaraf Sdn Bhd sahaja layak memohon.

Jenis Permohonan :

☐

PERMOHONAN BARU
NEW APPLICATION

Kontraktor Panel

☐

Paip ≥1000mm

Zon

Wilayah

☐

Utara

Klang / Shah Alam

Kuala Selangor

Hulu Selangor

Sabak Bernam

☐

Tengah

Petaling

Wilayah Persekutuan Kuala Lumpur

Gombak

☐

Selatan

Hulu Langat

Sepang

Kuala Langat

UNTUK KEGUNAAN PEJABAT
FOR OFFICE USE

Tarikh Terima :

T.T Terima :

1.0 BAHAGIAN A

MAKLUMAT PEMOHON
APPLICANT INFORMATION

1.1	Nama Penuh Syarikat <i>Full Name of Company</i>	:			
1.2	Alamat Syarikat Didaftarkan <i>Registered Address</i>	:			
	Bandar / City	:		Poskod <i>Postcode</i>	
	Negeri / State	:			
	No. Tel / Tel. No.	:			
	No. Faks / Fax No.	:			
1.3	Alamat Surat Menyurat: (Wajib Isi)	:			
	<i>Correspondence Address</i> <i>[to be filled only if different from 1.2]</i>	:			
	Bandar / City	:		Poskod <i>Postcode</i>	
	Negeri / State	:			
	No. Tel / Tel. No. (Wajib Isi)	:			
	No. Faks / Fax No. (Wajib Isi)	:			
1.4	Alamat Setor <i>Branch Address</i> (Wajib Isi)	:			
	Bandar / City	:		Poskod <i>Postcode</i>	
	Negeri / State	:			
	No. Tel / Tel. No. (Wajib Isi)	:			
	No. Faks / Fax No. (Wajib Isi)	:			
1.5	Alamat E-mel <i>E-Mail Address</i> (Wajib Isi)	:			
1.6	Laman Web Syarikat <i>Company's Website</i>	:			
1.7	Nombor ROC/ROB/ROS <i>ROC/ROB/ROS number</i>	:			
1.8	Tarikh Pendaftaran Syarikat <i>Date of Registration</i>	:			

- 1.9 Tempat Pendaftaran :
Place of Registration
- 1.10 Nama Syarikat Induk [jika berkaitan]:
Parent Company Name [if any]
- 1.11 No. Cukai Pendapatan Syarikat :
Company's Income Tax No.

- 1.12 Jenis Perniagaan : ☐ Sdn Bhd ☐ Berhad ☐ Lain-lain
Type of Business Private Limited Limited Others

Individu yang boleh dihubungi untuk sebarang maklumat/penjelasan berkaitan Permohonan Pra-Kelayakan
Person to contact for further information/clarification in regard to this Pre Qualification Submission

- 1.13 Nama Pegawai Untuk Dihubungi :
Name of Officer to be contacted
(Wajib Isi)
 Jawatan / Designation :
- No. Tel / Tel. No. :
- No. Faks / Fax. No. :
- No. Telefon Bimbit / Handphone N :
(Wajib Isi)
- Alamat E-mel :
E-Mail Address

2.0 BAHAGIAN B

KATEGORI PENDAFTARAN SYARIKAT
CATEGORIES FOR COMPANY REGISTER

Sila tandakan (✓) di dalam kotak di bawah untuk Kategori Pendaftaran Lembaga Pembangunan Industri Pembinaan (CIDB) dan Suruhanjaya Perkhidmatan Air Negara (SPAN) yang dimiliki oleh pemohon.

2.1 Kontraktor Panel
Panel Contractor

KERJA-KERJA AWAM DAN PENYELENGGARAAN PAIP/PENUKARAN METER (KEPERLUAN WAJIB)
General Civil Engineering and Pipe Maintenance Works / Meter Replacement

LEMBAGA PEMBANGUNAN INDUSTRI PEMBINAAN (CIDB)

- | | | | | | |
|----|--------------------------|------|----|----|---|
| 01 | ☐ | CIDB | CE | 01 | ROAD & PAVEMENT CONSTRUCTION |
| 02 | ☐ | CIDB | CE | 21 | GENERAL CIVIL ENGINEERING WORKS |
| 03 | ☐ | CIDB | CE | 20 | WATER PIPE LINES |
| 04 | ☐ | CIDB | CE | 39 | MAINTENANCE WATER PIPE LINE (NEW REQUIREMENT) |

SURUHANJAYA PERKHIDMATAN AIR NEGARA (SPAN) - (KEPERLUAN WAJIB)
PERMIT INDUSTRI PERKHIDMATAN AIR (IPA)

- | | | | | | |
|----|--------------------------|-----|------|----|---|
| 01 | ☐ | IPA | SPAN | A2 | BAGI SELANGOR MERANGKUMI W.P KUALA LUMPUR DAN PUTRAJAYA |
| 02 | ☐ | IPA | SPAN | D | (BEKALAN AIR) BAGI WILAYAH PERSEKUTUAN KUALA LUMPUR |
| 03 | ☐ | IPA | SPAN | D | (BEKALAN AIR) BAGI WILAYAH PERSEKUTUAN PUTRAJAYA |
| 04 | ☐ | IPA | SPAN | D | (BEKALAN AIR) BAGI NEGERI SELANGOR |

*** Nota:-**

Pemilihan Wilayah yang dipohon oleh pemohon **MESTI** merujuk kepada **Keperluan Wajib** Pendaftaran Bagi Kontraktor Paip / Meter - **SILA Rujuk LAMPIRAN 1**

LAMPIRAN 1

KEPERLUAN WAJIB PERMOHONAN BAGI KONTRAKTOR PENYENGGAHAN PAIP/METER

BIL	WILAYAH	PENDAFTARAN							
		CIDB				SPAN (BEKALAN AIR)			
		CE01	CE21	CE20	CE39	PERMIT A2 (Pemilik/ Pekerja)	PERMIT D (Selangor Darul Ehsan)	PERMIT D (Wilayah Persekutuan Kuala Lumpur)	PERMIT D (Wilayah Persekutuan Putrajaya)
1	Kuala Lumpur	√	√	√	√	√	√	√	
2	Petaling	√	√	√	√	√	√	√	
3	Klang	√	√	√	√	√	√		
4	Gombak	√	√	√	√	√	√	√	
5	Hulu Langat	√	√	√	√	√	√		
6	Kuala Langat	√	√	√	√	√	√		
7	Hulu Selangor	√	√	√	√	√	√		
8	Kuala Selangor	√	√	√	√	√	√		
9	Sepang	√	√	√	√	√	√		√
10	Sabak Bernam	√	√	√	√	√	√		

2.2 MAKLUMAT PENDAFTARAN DENGAN BADAN-BADAN KERAJAAN / AGENSI
REGISTRATION WITH GOVERNMENT BODIES / AGENCIES

Bil	Pertubuhan [Organization]	Pendaftaran		
1	KKM / MOF [Kementerian Kewangan Malaysia]	Kelas		
		No. Sijil Pendaftaran		
		Tempoh Sah		
2	BPKU / PKK (Pusat Khidmat Kontraktor)	No. Sijil Pendaftaran		
		Tempoh Sah		
3	CIDB [Lembaga Pembangunan Industri Pembinaan M'sia]	Gred		
		No. Pendaftaran		
		Tempoh Sah		
4	SPAN [Suruhanjaya Perkhidmatan Air Negara]	(1) Permit IPA Jenis A2 (samada pemilik syarikat atau pekerja)		
		Nama		
		Negeri dimana kerja boleh diusahakan	Selangor merangkumi W.P Kuala Lumpur dan Putrajaya	
		No. Permit		
		Tempoh Sah		
		(2) Permit IPA Jenis D (Bekalan Air) Sila tanda (√)		
		Negeri dimana kerja boleh diusahakan	Selangor ☐ W. P Kuala Lumpur ☐ W. P Putrajaya ☐	
		No. Permit	Selangor	
			W.P K.Lumpur	
			W.P Putrajaya	
		Tempoh Sah	Selangor	
			W.P K.Lumpur	
W.P Putrajaya				

Nota:-

- Sila sertakan salinan sijil-sijil untuk pendaftaran di atas
Please attach the copy of certificates of the above registrations.
- Sila pastikan pendaftaran di atas masih sah tempoh
Please ensure that the above registrations are still valid

3.0 BAHAGIAN C

MAKLUMAT KEWANGAN
FINANCIAL INFORMATION

3.1 SYARIKAT SENDIRIAN BERHAD/SYARIKAT BERHAD/KOPERASI DAN LAIN-LAIN
PRIVATE LIMITED COMPANY/PUBLIC COMPANY/COOPERATIVE AND OTHERS

Modal Saham / Share Capital		RM
1	Baki penyata akaun bank untuk tiga bulan yang terkini <i>Balance of the latest three months bank account statements</i>	
	a] RM	
	b] RM Jumlah [Total] ÷ 3 =	
	c] RM	
2	Amaun kemudahan overdraf <i>Amount of overdraft facilities</i>	
3	Jumlah modal berbayar / saham anggota dimiliki oleh badan / individu tempatan <i>Total paid-up capital / share of members owned by local bodies / individual[s]</i>	
4	Jumlah modal berbayar dimiliki oleh badan / individu asing <i>Total paid-up owned by foreign bodies / individual[s]</i>	
Jumlah / Total		

Nilai Syarikat / Networth		RM
1	Jumlah Aset tolak [-] Jumlah Liabiliti berdasarkan lembaran imbangan terkini <i>Total Assets less [-] Total Liabilities based on latest balance sheet</i>	

3.2 MAKLUMAT BANK / BANK INFORMATION

Bil	No. Akaun / Account No.	Nama Pemegang Akaun / Acc. Holder Name	Nama Bank / Bank Name	Alamat bank / Bank Address

Nota:- Sila sertakan salinan penyata bank semasa bagi 3 bulan terakhir yang telah disahkan.

3.3 MAKLUMAT KEMUDAHAN KREDIT / CREDIT FACILITIES
[Overdraft / Letter of Credit / Term Loans / Factoring / etc]

Bil	Institusi Kewangan / Financial Instituti	Alamat / Address	Kemudahan Kewangan / Financial Facilities	
			Jenis Sumber / Type of Source	Jumlah / Amount [RM]

Nota:- Sila sertakan salinan surat dari institusi kewangan yang memberi kemudahan kredit yang telah disahkan.

3.4 MAKLUMAT KEMUDAHAN KREDIT BEKALAN / SUPPLY CREDIT FACILITIES INFORMATION

Bil	Bahan	Nama Pembekal	Jumlah Kredit [RM]

Nota:- Sila sertakan salinan surat dari pembekal yang memberi kemudahan kredit bekalan yang telah disahkan.

4.0 BAHAGIAN D MAKLUMAT PEMEGANG SAHAM/PEMILIK/RAKAN KONGSI/AHLI PENGARAH DAN KAKITANGAN

4.1 MAKLUMAT PEMEGANG SAHAM/PEMILIK/RAKAN KONGSI

Shareholders/Owner/Partners

4.1.1 Sila rujuk dan sertakan salinan Borang 24 yang telah disahkan [Untuk Sdn Bhd / Bhd]

Bil	Nama / Name	No. KP / IC/ Passport No.	Warganegara/ Citizen	Nilai / Value [RM]	Peratusan / Percentage [%]

4.2 MAKLUMAT LEMBAGA PENGARAH

Board of Directors Information

4.2.1 Sila rujuk dan sertakan salinan Borang 49 terbaru yang telah disahkan.

Bil	Nama / Name	No. KP / IC/ Passport No.	B'putra / Non B'putra / Foreigner	Jawatan / Designation

4.3 STRUKTUR KAKITANGAN SEKARANG

Current Staff Structure

4.3.1 Sila isi bilangan pekerja tetap seperti berikut :

Penyertaan	Pengurusan		Eksekutif		Pekerja mahir	Perkeranian	Pekerja Am	Jumlah
	Profesional	Pentadbiran	Teknikal	Pentadbiran				
a) Bumiputera								
b) Bukan Bumiputera								
c) Asing								

Jumlah : _____

Nota:-

Sila kemukakan salinan Borang A (Penyata KWSP) dan resit pembayaran bagi 2 bulan terakhir

[jika syarikat mempunyai pekerja tetap lebih dari 5 orang]

5.0 BAHAGIAN E

MAKLUMAT MESIN, PERALATAN DAN KENDERAAN

(Berkaitan Kerja-Kerja Paip & Meter)

5.1 MESIN, PERALATAN & KENDERAAN KONTRAKTOR

[Contractor's Plant & Equipment]

Bil	Jenis/Model (Type/Model)	Tahun Pendaftaran (Year Registered)	No Pendaftaran (Plate No)	Sendiri / Sewa (Owned / Hired)
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

Nota:-

Sila gunakan ruang tambahan jika diperlukan

[If insufficient space, please attach additional sheet with the same format]

6.0 BAHAGIAN F

MAKLUMAT KERJA BERKAITAN PAIP DAN METER

6.1 KERJA-KERJA YANG SEDANG DILAKSANAKAN

[On Going Projects]

Bil	Nama Projek [Project Name]	Nilai Kontrak (RM) [Contract Value]	Tempoh Kontrak [Contract Period]	Klien [Client]	% Siap [Completion]

6.2 PENGALAMAN MELAKSANAKAN KERJA-KERJA BERKAITAN DALAM TEMPOH 3 TAHUN LEPAS

[Past 3 years Work Experiences In Related Projects]

Bil	Nama Projek [Project Name]	Nilai Kontrak (RM) [Contract Value]	Tempoh Kontrak [Contract Period]	Klien [Client]	% Siap [Completion]

Nota:-

1. Sila gunakan ruang tambahan jika diperlukan
[If insufficient space, please attach additional sheet with the same format]
2. Salinan Surat Award perlu dikepulkan sebagai bukti
[Copies of Letter of Award shall be submitted as document evidence.]
3. Salinan Perakuan Siap Kerja (CPC) perlu dikepulkan sebagai bukti
[Copies of Certificates of Practical Completion (CPC) shall be submitted as document evidence.]

7.0 BAHAGIAN G

PENGAKUAN
[DECLARATION]

Saya yang bertanda tangan di bawah dengan ini mengaku dan percaya pada pengetahuan saya bahawa semua butir-butir yang terkandung di dalam borang permohonan ini adalah betul dan tepat. Saya membenarkan Air Selangor dan wakilnya untuk memeriksa permohonan kami dan membuat rujukan kepada mana-mana pihak untuk tujuan pengesahan. ***Jika sekiranya, maklumat yang diberikan palsu/tidak betul selepas pengeluaran sijil pendaftaran/pelantikan sebagai panel kontraktor, kami mengakui bahawa Air Selangor berhak untuk membatalkan pendaftaran/pelantikan dengan serta-merta.***

(I, the undersigned hereby declare to the best of my knowledge and believe that all particulars furnished under this application are true and accurate. I authorised Air Selangor and its representative to scrutinise our application and to seek further clarification from any other party/parties for verification purpose. In the event that information is found to be false/untrue after issuance of the registration certificate/appointed as panel, we acknowledge that Air Selangor have the right to cancel the registration with immediate effect.)

.....

Tandatangan yang dibenarkan

[Authorised Signature]

Nama :
[Name]

No. K.P :
[I.C No]

Jawatan :
[Designation]

Tarikh :
[Date]

Cop syarikat / company stamp

.....

Tandatangan saksi

[Witness signature]

Nama :
[Name]

No. K.P :
[I.C No]

Jawatan :
[Designation]

Tarikh :
[Date]

Cop syarikat / company stamp

MANDATORY DOCUMENT

Failure to complete this form may result to disqualification

DECLARATION OF NON-LIQUIDATION

(For Incorporated Company)

I, **[insert full name as per NRIC.....]** and NRIC/passport number of registered director....., a director of **[insert name of applicant company.....]** (**[insert company number]**), a company incorporated in Malaysia and having its registered office at **[insert registered address of applicant company.....]**

(the “Company”) **DO HEREBY SOLEMNLY AFFIRM AND DECLARE** as follows:-

1. There is no winding-up petition pending and/or threatened against the Company nor has the Company committed any acts of insolvency, within or outside Malaysia.
2. There are no unresolved disputes, litigation and/or arbitration (in any tribunal, court or any other forum) or investigations by any Government agency, body, or other regulatory authority of any kind, in or outside Malaysia, which involves the Company. There are also no such unresolved disputes, litigation, arbitration and/or investigations as aforesaid which involves the Company's agents, directors (including myself) and the secretaries in so far as such disputes, litigation, arbitration and/or investigations relate to the functions, duties and obligations of such persons and myself, in and to the Company.
3. That all authorisations, approvals, consent, licences, exemption, registration, recording or filing and all action, conditions and things required to be taken, fulfilled and done in order to carry out the business activity or activities of the Company have been taken, fulfilled and done.
4. There is no default or breach (whether actual or threatened) of any agreement or undertaking to which the Company (or its agent) is a party.
5. That all information, documents and oral representations furnished or to be furnished by or on behalf of the Company, its employees, agents and consultants in connection with the Company for the tender are true, complete, accurate and valid.
6. That the Company has fully disclosed all information, facts and circumstances which the Company knows or should reasonably know and which might reasonably be expected to influence **Pengurusan Air Selangor Sdn Bhd** and/or any of the subsidiary companies under the Group of Air Selangor in the tender evaluation and award.

Signed,

.....
(Director of the Company)

Name:

NRIC:

Date:

Company's Stamp:

MANDATORY DOCUMENT

Failure to complete this form may result in disqualification

DECLARATION OF NON-COLLUSION

I [.....] (*Please insert name of director/ authorised person*) (NRIC No.: [.....]/Passport No.: [.....]) on behalf of myself and [.....] (*Please insert the Company name*) (Company Registration No.: [.....]) ("Tenderer") do solemnly and sincerely declare that:-

1. The Tender submitted herewith is a bona fide Tender, intended to be competitive.
2. I/Tenderer have not colluded or entered into any arrangement, understanding and/or agreement with any other person(s) or tenderer(s) to fix or adjust the amount, price and/or rates as proposed in the Tender.
3. I/Tenderer have not done, and undertake that I/Tenderer shall not and shall ensure that my/Tenderer's sub-contractors, suppliers and/or agents of the Tenderer shall not at any time before the date and time specified for the submission of the Tender, do any of the following acts:
 - (a) communicating with any person other than the authorised personnel of the Company calling for this Tender the amount, price and/or rates or approximate amount, price and/or rates of the proposed Tender (except where the disclosure, in confidence, of the approximate amount, price and/or rates of the proposed Tender was essential to obtain insurance premium quotations required for the preparation of the Tender);
 - (b) entering into any arrangement, understanding and/or agreement with any person to refrain such person from tendering or to fix or adjust the amount, price and/or rates of any Tender to be submitted;
 - (c) directly or indirectly, induce or solicit any person to submit a false or sham proposal or Tender; and
 - (d) offering, paying, giving or agreeing to give any money, inducement, consideration, commission, reward or any other benefits whatsoever directly or indirectly to any person for doing, having done, causing or having caused to be done any act or thing described above in relation to the proposed Tender or any other tender(s).
4. I/Tenderer have at all times complied with and have not at any time committed any offence under the Malaysian Anti-Corruption Commission Act 2009, Competition Act 2010 and/or any other applicable laws, rules and regulations;
5. I/Tenderer have not admitted and/or been found and/or convicted by any regulatory authority to have participated in or colluded or undertaken any act or behaviour which is or is intended to or has the effect or consequence of significantly restricting competition in Malaysia or any other jurisdiction(s);
6. I/Tenderer have not offered or agreed to pay or give any money, inducement, consideration, commission, reward or any other benefits whatsoever directly or indirectly

MANDATORY DOCUMENT

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DECLARATION OF NON-COLLUSION

- to any person for doing or having done or causing or having caused to be done any act or omission in relation to any other tender(s); and
7. I/Tenderer have not contacted any employee, member or officer of the Company, or any person engaged as an adviser by the Company about any aspect of the Tender in any form or manner not permitted under the Instruction To Tenderers including (without limitation) for the purposes of discussing the possibility of their future employment or engagement by the Company.
 8. I/Tenderer to the best of my knowledge ***have / do not have** (**Please strike whichever not applicable. If you choose 'have' please complete required information in Page 3*) any related shareholder, director, connected person, associated body of corporate as well as the entities in which either those personnel or their close relatives exercise control, joint control or significant influence or hold, directly or indirectly, a significant portion, in any event no less than 20%, of the voting rights, participate in this Tender.

I also undertake that I shall not do or procure to be done any of the acts mentioned in paragraphs 1 to 7 above or (in the event of the Tender being accepted) do any of such acts at any time throughout the duration of the contract to be awarded to me by the Company.

I/Tenderer understand that if I/Tenderer have been involved in the conduct described above and/or falsely complete this declaration and/or we fail to declare any circumstances described above, then the Company shall be entitled to exclude or disqualify me/the Tenderer from the Tender or to withdraw, revoke or cancel the award or appointment (as the case may be) at any time.

In this declaration:

- (i) the word "person" includes a natural person, body, association or a company incorporated under the Companies Act 1965 or any legal entity capable of owning any rights, properties or interests and "agreement" includes any arrangement whether formal or informal and whether legally binding or not;
- (ii) the word "Company" include ~~Pengurusan Air Selangor Sdn. Bhd.~~ And its subsidiaries.
- (iii) reference to statutes including reference to any provisions, sections, articles or paragraphs shall include any such modification, consolidation, re-enactment or replacement thereof and/or any legislation or legislative provisions, sections, articles or paragraphs substituted therefor, and all regulations, subsidiary legislations, by-laws, guidelines, practice notes, codes of practice, statutory instruments or orders (as may be applicable) issued thereunder.

I make this solemn declaration conscientiously believing the same to be true.

Signed,

.....
(Director of the Company)

Name:

NRIC:

MANDATORY DOCUMENT

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DECLARATION OF NON-COLLUSION

Date:

Company's Stamp:

DECLARATION OF RELATED PARTIES

If you have selected "Have" at Item 8 in Page 2, please complete the table hereunder:

TYPE OF RELATED PARTY	Please tick the applicable related party / parties
Parent Company	
Subsidiary	
Companies under common control	
Associated Director/s	
Member of Director Families**	
Management/employees of Parent or Subsidiary Company	
Employee of Air Selangor	
Others (Please specify)	

** Spouse, parents, child, adopted child, stepchild, brother, sister and the spouse of director's child, brother and sister.

NAME OF THE RELATED COMPANY OR INDIVIDUAL	COMPANY REGISTRATION OR NRIC	TYPE OF RELATION	OWNERSHIP / DIRECTORSHIP SHARE (%)

I certify that all the information provided is true, accurate and complete and that there is no omission of important information.

.....
(Director of the Company)

Name:

NRIC:

Date:

Company's Stamp:

MANDATORY DOCUMENT

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DECLARATION OF NON-COLLUSION

DEFINITION:

1.0 Related companies are defined according to Companies Act 2016 (Clause 4) if the other company:

- i. controls the **composition** of the board of directors of the companies
- ii. controls **more than half** of the voting power of the company
- iii. hold **more than half** issue share capital of the company, excluding any parts of the share capital which consist of preference shares or;
- iv. The company is **subsidiary** of any company, which is subsidiary of other company.

2.0 Companies having persons 'connected' with the director of other Company according to Companies Act 2016: Clause 197. This is including;

- i. a member of director families (spouse, parents, child, adopted child, stepchild, brother, sister and the spouse of director's child, brother and sister;
- ii. a body corporate associated with that director;
- iii. a trustee of a trust, other than trustee for an employee share scheme or pension scheme, under which that director or a member of director's family is beneficiary; or
- iv. a partner of that director or a partner of a person connected with that director

3.0 According to Companies Act 2016: Clause 197, 2 (b), a Company is associated with a director if;

- i. The company is under obligation to act in accordance with the directions, instructions, or wishes of that director.
- ii. That director has a controlling interest in the Company
- iii. That director, or persons connected with that director, or both have a minimum **twenty per centum (20%)** of voting shares in the Company.

SENARAI SEMAK [Perlu diisi oleh pemohon]

TANDA
[√] jika lengkap / Disertakan

1. Borang Pendaftaran kontraktor / pembekal

- | | |
|---|--------------------------|
| (i) Bahagian A – Maklumat Pemohon – Semua ruang diisi dengan lengkap | ☐ |
| (ii) Bahagian B – Kategori Pendaftaran dipohon – Ditanda dengan betul | ☐ |
| (iii) Bahagian C – Maklumat Kewangan – Diisi dengan lengkap | ☐ |
| (iv) Bahagian D – Maklumat Pemegang Saham/Pemilik/Rakan Kongsi/Ahli Pengarah dan Kakitangan – Diisi dengan lengkap | ☐ |
| (v) Bahagian E – Maklumat Mesin, Peralatan dan Kenderaan – Diisi dengan lengkap | ☐ |
| (vi) Bahagian F – Maklumat Kerja / Pembekalan – Diisi dengan lengkap | ☐ |
| (vii) Bahagian G – Pengakuan – Ditandatangani lengkap dan cop termasuk saksi | ☐ |

2. Dokumen Sokongan Mencukupi dan Lengkap

(i) Salinan Dokumen sokongan yang berkaitan wajib dikemukakan seperti berikut:

a) **SENDIRIAN BERHAD / BERHAD**

- | | |
|---|--------------------------|
| > Borang 8 / 9 [Perakuan Pemerbadanan Syarikat Awam/Persendirian] | ☐ |
| > Borang 49 [Return Giving Particulars In Register of Directors, Managers And Secretaries And Changes of Particulars] | ☐ |
| > Borang 11 [Notice of Resolution] | ☐ |
| > Borang 13 [Perakuan Pemerbadanan Atas Pertukaran Nama Syarikat] | ☐ |
| > Borang 24 [Return Of Allotment Of Shares] | ☐ |
| > Borang 32A [jika ada] | ☐ |
| > Memorandum And Articles Of Association [M&A] | ☐ |
| > Form of Annual Return | ☐ |
| > Salinan Penyata Tahunan Beraudit Terbaru [Audited Report And Financial Statement] | ☐ |

b) LAIN-LAIN DOKUMEN WAJIB

- > Borang A [Penyata KWSP] dan resit pembayaran bagi 2 bulan terakhir
[Jika syarikat mempunyai pekerja tetap lebih dari 5 orang]
- > Penyata bank akaun semasa bagi 3 bulan terakhir
- > Surat perjanjian sewa / beli pejabat

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b) LAIN-LAIN DOKUMEN WAJIB

- > Surat pengesahan dari institusi kewangan bagi kemudahan kredit yang diperolehi terkini
- > Surat pengesahan dari pembekal bagi kemudahan kredit
- > Profail syarikat dan pihak pengurusan terkini
- > Declaration of Non-Liquidation
- > Declaration of Non-Collusion

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(ii) Salinan Sijil Pendaftaran dengan badan kerajaan seperti berikut:-

- > Salinan Sijil Pendaftaran Pusat Khidmat Kontraktor [PKK]
- > Salinan Permit Suruhanjaya Perkhidmatan Air Negara [SPAN]
- > Salinan Sijil Lembaga Pembangunan Industri Malaysia [CIDB]
- > Lain-lain

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* Kontraktor / pembekal adalah diminta untuk menyimpan salinan dokumen yang dikemukakan sebagai rujukan. Sebarang permohonan untuk mendapatkan salinan dokumen berkenaan daripada pihak Air Selangor tidak akan dilayan.