

**Senarai Semakan Untuk Pra-Kelayakan***Checklist For Pre Qualification***Dokumen Sokongan***Supporting Documents***Nota Penting**

Semua dokumen sokongan yang telah dikemukakan bersama borang permohonan hendaklah **diakui sah** oleh mana-mana agensi kerajaan / badan profesional yang telah mengeluarkan dokumen tersebut atau oleh Pesuruhjaya Sumpah atau oleh Setiausaha Syarikat

**Important Notes**

*All supporting documents submitted with the application form must be certified by the relevant government agency / professional that issuing the relevant documents or by the Commissioner for Oaths or by the Company Secretary.*

**Tandakan (✓) jika dokumen dilampirkan**

*Mark (✓) if document are enclosed*

A	<b>FIRMA PEMILIKAN TUNGGAL ATAU PERKONGSIAN</b> <i>Sole Proprietorship or Partnership Firm</i>
	Perakuan pendaftaran terkini Suruhanjaya Syarikat Malaysia (SSM) - Borang D <i>Latest SSM's Certificate of Registration - Form D</i> <div data-bbox="1334 913 1461 967" style="float: right; border: 1px solid black; width: 80px; height: 24px;"></div>
	Petikan dari Daftar Perniagaan, SSM (Butiran Maklumat Perniagaan / Maklumat Pemilik Semasa) <i>Extract form Business Registration, SSM (particular on business information / current owner)</i> <div data-bbox="1334 1034 1461 1111" style="float: right; border: 1px solid black; width: 80px; height: 34px;"></div>
	Pendaftaran perubahan-perubahan dalam perniagaan - Borang B (jika ada) <i>Registration of changes in business - Form B (if any)</i> <div data-bbox="1334 1178 1461 1232" style="float: right; border: 1px solid black; width: 80px; height: 24px;"></div>
	Salinan penyata akaun semasa bank untuk tiga (3) bulan yang terkini <i>Copies of current account bank statement for the last three (3) months</i> <div data-bbox="1334 1299 1461 1352" style="float: right; border: 1px solid black; width: 80px; height: 24px;"></div>
	Laporan / surat daripada bank / institusi kewangan berhubung dengan kemudahan kredit <i>Bank / financial institution report / letter on credit facilities</i> <div data-bbox="1334 1397 1461 1451" style="float: right; border: 1px solid black; width: 80px; height: 24px;"></div>
	Lain-lain sumber kewangan seperti saham, ASB, dan sebagainya <i>Others financial resources such as share, ASB, etc</i> <div data-bbox="1334 1518 1461 1572" style="float: right; border: 1px solid black; width: 80px; height: 24px;"></div>
	Salinan "Letter of Award, Acceptance / Appointment" (LOA), "Purchase Order" (PO) dan "Certificate of Practical Completion" (CPC) untuk setiap kerja. <i>Copy of Letter of Award / Acceptance / Appointment (LOA), Purchase Order (PO) and Certificate of Practical Completion (CPC) for each work.</i> <div data-bbox="1334 1639 1461 1693" style="float: right; border: 1px solid black; width: 80px; height: 24px;"></div>
	Borang KWSP 6 (Borang A) <i>Form KWSP 6 (Borang A)</i> <div data-bbox="1334 1805 1461 1859" style="float: right; border: 1px solid black; width: 80px; height: 24px;"></div>
	Profil syarikat yang terkini <i>Latest company's profile</i> <div data-bbox="1334 1904 1461 1957" style="float: right; border: 1px solid black; width: 80px; height: 24px;"></div>
	Lain-lain <i>Others</i> <div data-bbox="1334 2024 1461 2078" style="float: right; border: 1px solid black; width: 80px; height: 24px;"></div>

B	<b>SYARIKAT SENDIRIAN BERHAD / SYARIKAT BERHAD / KOPERASI / PERTUBUHAN</b> <i>Private Limited Company / Public Company / Cooperative / Organization</i>
	Perakuan pemerbadanan syarikat oleh Suruhanjaya Syarikat Malaysia (SSM) - Borang 8/9 <i>SSM's Certificate of Company Incorporation - Form 8/9</i>
	Perakuan pemerbadanan atas pertukaran nama syarikat SSM -Borang 13 (Jika Berkenaan) <i>SSM'S Certificate of Incorporation on changes name of company - Form 13 (if applicable)</i>
	Borang 24 - "Return of a Allotment of Share" <i>Form 24 - Return of Allotment of Shares</i>
	Borang "Annual Return of a company having share capital" <i>Form of "Annual Return of a company having a share capital"</i>
	Borang 32A - Borang Pindah Milik Saham / Debentur (jika berkenaan) <i>Form 32A - Form of Transfer of shares / Debentures (if applicable)</i>
	Borang 44 - Notis pemberitahuan alamat berdaftar dan waktu pejabat dan butir-butir perubahan <i>Form 44 - Notice of situation of registered office and of office hours and particular of changes</i>
	Borang 49/Form 49 - "Return Giving Particular in Register of Directors, Managers and Secretaries and Changes of Particulars"
	Salinan penyata akaun semasa bank untuk tiga (3) bulan yang terkini <i>Copies of current account bank statement for the last three (3) months</i>
	Penyata kewangan audit terkini atau laporan tahunan <i>Latest audited account statement or annual report</i>
	Laporan / surat dari bank / institusi kewangan berhubung dengan kemudahan kredit (jika ada) <i>Bank / Facilities institution report / letter on credit facilities (if any)</i>
	Salinan "Letter of Award, Acceptance / Appointment" (LOA), "Purchase Order" (PO) dan "Certificate of Practical Completion" (CPC) untuk setiap kerja. <i>Copy of Letter of Award / Acceptance / Appointment (LOA), Purchase Order (PO) and Certificate of Practical Completion (CPC) for each work.</i>
	Borang KWSP 6 (Borang A) <i>Form KWSP 6 (Borang A)</i>
	Profil syarikat yang terkini <i>Latest company's profile</i>
	Lain-lain <i>Others</i>

C	<b>Pendaftaran dengan Agensi kerajaan / Badan-Badan Profesional</b> <i>Registration with Government Agency / Professional Bodies</i>	
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Salinan sijil pendaftaran dengan Lembaga Pembangunan Industri Pembinaan Malaysia (LPIPM)  
*Copy of certificate of registration with Construction Industry Development Board Malaysia (CIDB)*

Salinan permit dengan Suruhanjaya Perkhidmatan Air Negara (SPAN) -  
IPA Permit D (Bekalan Air) & A2 (Tukang Paip Berlesen)

*Copy of permit of registration with SPAN - IPA Permit D (Bekalan Air) & A2 (Tukang Paip Berlesen)*

D	<b>Cadangan carta organisasi dan cadangan pekerja untuk kontraktor panel AIR SELANGOR - Kad Hijau CIDB, NIOSH Safety Passport</b>	
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*Propose organization chart and workers for panel contractor for AIR SELANGOR - CIDB's Green Card, NIOSH Safety Passport*

E	<b>Borang Permohonan Pra Kelayakan AIS/PD/VMU/COMMPIPE/01 (Rev.0) yang telah lengkap diisi</b>	
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*Completed Form 'Dokumen Pra Kelayakan'  
AIS/PD/VMU/BULK METER STRAINER SERVICES/01 (Rev.0)*

Nota/Notes:

Dokumen-dokumen di atas perlu dikemukakan dalam 2 salinan, satu (1) diisikan secara hardcopy dan Satu (1) softcopy (pendrive) dan perlu dihantar dalam satu (1) sampul serta ditandakan sebagaimana keperluan AIS

*The above documents shall be submitted in 2 copies; one (1) filled in hardcopy and one (1) softcopy (pendrive), and shall be submitted in one (1) single envelope, marked as per AIS requirement*

No. Permohonan /  
Application No.:

**DOKUMEN PRA KELAYAKAN (PRE-QUALIFICATION DOCUMENT)  
KONTRAKTOR PANEL 'BULK METER STRAINER SERVICING WORKS'**

[perlu diisi oleh pemohon/ must be filled by applicant]

KATEGORI / CATEGORIES	SKOP KERJA / SCOPE OF WORKS
Kontraktor/ Contractor	Menjalankan kerja-kerja 'bulk meter strainer servicing works'

NAMA SYARIKAT :  
NAME OF COMPANY

**1.0 BAHAGIAN A**  
SECTION A

**MAKLUMAT PEMOHON**  
APPLICANT INFORMATION

1.1	Nombor ROC/ROB/ROS <i>ROC/ROB/ROS number</i>	:	<input type="text"/>		
1.2	Alamat E-mel <i>E-Mail Address</i>	:	<input type="text"/>		
1.3	Laman Web Syarikat <i>Company's Website</i>	:	<input type="text"/>		
1.4	No. Pendaftaran GST (Jika ada) <i>GST Registration No (if any).</i>	:	<input type="text"/>		
1.5	Alamat Syarikat Didaftarkan <i>Registered Address</i>	:	<input type="text"/>		
			<input type="text"/>		
	Bandar / City	:	<input type="text"/>	Poskod : <i>Postcode</i>	<input type="text"/>
				Negeri / State :	<input type="text"/>
	No. Tel / Tel. No.	:	<input type="text"/>	No. Faks / Fax No.	<input type="text"/>
1.6	Alamat Surat Menyurat: <i>(Wajib diisi jika berlainan dengan 1.5)</i> <i>Correspondence Address</i> <i>[to be filled only if different from 1.5]</i>	:	<input type="text"/>		
			<input type="text"/>		
	Bandar / City	:	<input type="text"/>	Poskod : <i>Postcode</i>	<input type="text"/>
				Negeri / State :	<input type="text"/>
	No. Tel / Tel. No.	:	<input type="text"/>	No. Faks / Fax No.	<input type="text"/>
1.7	Alamat Cawangan/Stor/Kilang <i>Branch/Store/Factory Address</i>	:	<input type="text"/>		
			<input type="text"/>		
	Bandar / City	:	<input type="text"/>	Poskod : <i>Postcode</i>	<input type="text"/>
				Negeri / State :	<input type="text"/>
	No. Tel / Tel. No.	:	<input type="text"/>	No. Faks / Fax No.	<input type="text"/>

- 1.8 Tarikh Pendaftaran Syarikat :   
Date of Registration
- 1.9 Nama Syarikat Induk [jika berkaitan]:   
Parent Company Name [if any]
- 1.10 No. Cukai Pendapatan Syarikat :   
Company's Income Tax No.
- 1.11 Adakah pemegang saham / pengarah syarikat / pasukan pengurusan yang mempunyai kepentingan dalam syarikat yang telah berdaftar dengan AIR SELANGOR  
Any directors/ shareholders / key management / other related company already registered with AIR SELANGOR
- Ya ☐ I iada ☐  
Yes No  
Jika ya, sila nyatakan nama syarikat :  
If yes, please specify company name

- 1.12 Keluarga / Saudara bekerja di AIR SELANGOR ☐  
Any relative (s) working with AIR SELANGOR
- ☐ Ya ☐ I idak

Jika ada, sila nyatakan maklumat berikut :  
If yes, kindly furnish the following information

Nama :  Jabatan :   
Name: Department

- 1.13 **Nama Pegawai Untuk Dihubungi (1)** :   
Name of Officer to be contacted
- Jawatan / Designation :
- No. Tel / Tel. No. :  No. Telefon Bimbit :   
Handphone No.
- Alamat E-mel Pegawai :   
Officer E-Mail Address
- 1.14 **Nama Pegawai Untuk Dihubungi (2)** :   
Name of Officer to be contacted
- Jawatan / Designation :
- No. Tel / Tel. No. :  No. Telefon Bimbit :   
Handphone No.
- Alamat E-mel Pegawai :   
Officer E-Mail Address

**2.0 BAHAGIAN B****SECTION B****JENIS SYARIKAT****COMPANY TYPE****2.1 Lengkapkan butir-butir di bahagian ini***Complete details in this section***a) Jenis Syarikat (Company Type) Tanda (Mark) [√]**

Syarikat Di Perbadankan <i>Incorporated Company</i>		Syarikat Enterprise <i>Enterprise Company</i>	
<input type="checkbox"/> Sdn Bhd <i>Private Limited</i>	<input type="checkbox"/> Berhad <i>Limited</i>	<input type="checkbox"/> Perkongsian <i>Partnership</i>	<input type="checkbox"/> Perseorangan <i>Sole Proprietorship</i>
Lain- Lain <i>(Others)</i>			
<input type="checkbox"/> Koperasi <i>Cooperative</i>	<input type="checkbox"/> Persatuan <i>Association</i>	<input type="checkbox"/> Lain-lain <i>Others</i>	

**3.0 BAHAGIAN C****SECTION C****MAKLUMAT PERSIJILAN & PENDAFTARAN****CERTIFICATION & REGISTRATION INFORMATION****3.1 MAKLUMAT PENDAFTARAN DENGAN BADAN-BADAN KERAJAAN / AGENSI***REGISTRATION WITH GOVERNMENT BODIES / AGENCIES*

Bil	Pertubuhan (Organisation)	No. Pendaftaran (Registration No.)	Tempoh Sah (Validity Period)	
			Tarikh Daftar (Reg. Date)	Tarikh Luput (Expiry Date)
1	<b>SSM</b> [Suruhanjaya Syarikat Malaysia]			
2	<b>CIDB</b> [Lembaga Pembangunan Industri Pembinaan Malaysia] Gred : G_____			
3	<b>SPAN</b> [Suruhanjaya Perkhidmatan Air Negara] <b>Permit A2 (Selangor Merangkumi Wilayah Persekutuan Kuala Lumpur dan Putrajaya)</b>			
	Pemilik (Owner) :			
	Pekerja (Staff) :			
4	<b>SPAN</b> [Suruhanjaya Perkhidmatan Air Negara] <b>Permit D (Bekalan Air)</b>			
	Selangor			
	W.P. Kuala Lumpur			
	W.P. Putrajaya			
5	Lain-Lain [Sila Nyatakan] <i>Others (Please Specify)</i>			
	a) Ejen Yang Dilantik <i>(Appointed Agent)</i>			
	b) Persijilan Produk <i>(Product Certification)</i>			

**Nota:-**

- Sila sertakan salinan sijil-sijil untuk pendaftaran di atas (SALINAN DI SAHKAN BENAR)  
*Please attach the copy of certificates of the above registrations. (CERTIFIED TRUE COPY)*
- Sila pastikan pendaftaran di atas masih sah tempoh  
*Please ensure that the above registrations are still valid*

**4.0 BAHAGIAN D**  
Section D**MAKLUMAT KEWANGAN**  
FINANCIAL INFORMATION**4.1 SYARIKAT PEMILIKAN TUNGGAL ATAU PERKONGSIAN**  
SOLE PROPRIETORSHIP OR PARTNERSHIP COMPANY

Modal Terkumpul / Net Capital Worth		RM
1	<b>Baki penyata akaun bank untuk tiga (3) bulan yang terkini</b> <i>Balance of the latest three (3) months bank account statements</i>	
	a) RM ..... ] b) RM ..... ] c) RM ..... ] Jumlah [Total] ÷ 3 = <input type="text"/>	
2	<b>Baki di akaun simpanan (termasuk akaun simpanan pemilik tunggal atau setiap rakan kongsi)</b> <i>Balance in savings account (including savings account of sole proprietor or each partner)</i>	
3	<b>Lain-lain [Saham ASB/ASN, dll].</b> <i>Others [ASB/ASN, etc]</i>	
	<b>Jumlah / Total</b>	

**4.2 SYARIKAT SENDIRIAN BERHAD / SYARIKAT BERHAD / KOPERASI DAN LAIN-LAIN**  
PRIVATE LIMITED / LIMITED / COOP ETC

Modal Saham / Share Capital		RM
1	<b>Jumlah modal / saham dibenarkan</b> <i>Total authorised capital/ shares</i>	
2	<b>Jumlah modal berbayar / saham anggota dimiliki oleh badan / individu tempatan</b> <i>Total paid-up capital / share of members owned by local bodies / individual[s]</i>	
3	<b>Jumlah modal berbayar dimiliki oleh badan / individu asing</b> <i>Total paid-up owned by foreign bodies / individual[s]</i>	
	<b>Jumlah / Total</b>	

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

**4.3 MAKLUMAT BANK / BANK INFORMATION**

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

**Nota:-** Sila sertakan salinan penyata bank semasa bagi 3 bulan terakhir yang telah disahkan.  
(Applicant to submit latest 3 months current account bank statement certified by the bank etc)

**5.0 BAHAGIAN E**  
Section E**MAKLUMAT KEMUDAHAN KREDIT**  
CREDIT FACILITIES INFORMATION**5.1 MAKLUMAT KEMUDAHAN KREDIT / CREDIT FACILITIES**  
[Overdraft / Letter of Credit / Term Loans / Bank Guarantee / Factoring etc]

Bil	Institusi Kewangan / Financial Institution	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.  
(Applicant to submit letter from financial institution that granted the credit facilities)

## 5.2 MAKLUMAT KEMUDAHAN KREDIT BEKALAN / SUPPLY CREDIT FACILITIES INFORMATION

Bil	Bahan (Material)	Nama Pembekal (Supplier)	Jumlah Kredit / Credit [RM]

**Nota:-** Sila sertakan salinan surat dari pembekal yang memberi kemudahan kredit bekalan yang telah disahkan.  
(Applicant to submit letter from supplier that granted the credit facilities)

**6.0 BAHAGIAN F MAKLUMAT PEMEGANG SAHAM / PEMILIK / RAKAN KONGSI / AHLI PENGARAH DAN KAKITANGAN**  
Section F SHAREHOLDERS / OWNER / PARTNERS / DIRECTORS AND STAFF INFORMATION

**6.1 MAKLUMAT PEMILIK / RAKAN KONGSI / PEMEGANG SAHAM**  
Shareholders/Owner/Partners

Sila rujuk perakuan pendaftaran syarikat (Borang D, Maklumat Pemilik Semasa) dan sertakan salinan yang telah disahkan

6.1.1 [Untuk Perseorangan / Perkongsian] Please refer to company's registration (Form D, Owner Information) and please include certified copy (Sole Proprietor / Partnership)

Bil	Nama / Name	No. KP / IC/ Passport No.	Warganegara/ Citizen

6.1.2 Sila rujuk dan sertakan salinan **Borang 24** yang telah disahkan [Untuk Sdn Bhd / Bhd]  
Please refer and include certified copy of Form 24 (Pte Ltd/ Ltd)

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

**6.2 MAKLUMAT AHLI LEMBAGA PENGARAH**  
Board of Directors Information

6.2.1 Sila rujuk dan sertakan salinan **Borang 49** terbaru yang telah disahkan [Untuk Sdn Bhd / Bhd]  
Please refer and include certified copy of Form 49 (Pte Ltd/ Ltd)

Bil	Nama / Name	No. KP / IC/ Passport No.	Jawatan / Designation



## 6.3 STRUKTUR KAKITANGAN SEKARANG

*Current Staff Structure*

6.3.1 Sila isi bilangan pekerja tetap seperti berikut :

Pengurusan (Management)		Eksekutif (Executive)		Bukan Eksekutif (Non Executive)			Jumlah (Total)
Profesional (Professional)	Pentadbiran (Administration)	Teknikal (Technical)	Pentadbiran (Administration)	Mahir (Skill)	Perkeranian (Clerks)	Am (General)	

## 6.4 MAKLUMAT KAITANGAN SYARIKAT

*Particular of Company's Personnel*

6.4.1 Pengurusan / Eksekutif / Bukan Eksekutif

*Management / Executive/ Non Executive*

Bil No.	Nama Name	Jawatan Designation	Kelulusan Akademik Academic Qualification	No. KWSP EPF No.	Tetap/Kontrak Permanent/ Contract

**Nota:-**

- 1) Sila gunakan ruang tambahan jika diperlukan dengan format yang sama *(Please add column if necessary)*
- 2) Sila sertakan salinan **sijil akademik** dan sijil-sijil yang berkaitan *(Please attach copy of academic and related certificate)*
- 3) Sila kemukakan salinan **Borang KWSP 6 (Borang A)** dan resit pembayaran bagi 2 bulan terakhir *(Please provide copy of Form EPF 6 (Form A) and latest 2 months payment receipt)*
- 4) Sila kemukakan **Carta Organisasi Syarikat** yang terkini *(Please provide Company Organizational Chart)*

6.5 MAKLUMAT CADANGAN PEKERJA KONTRAKTOR KONTRAKTOR PANEL 'BULK METER STRAINER SERVICING WORKS'  
**INFORMATION OF PROPOSE WORKER FOR BULK METER STRAINER SERVICING WORKS PANEL CONTRACTOR**

Bil No.	Nama (Name)	Jawatan (Designation)	Tetap/Kontrak (Permanent/ Contract)	Warganegara (Malaysia/Asing)	No. CIDB / Air Selangor NIOSH Safety Passport

**Nota:-**

- 1) Sila gunakan ruang tambahan jika diperlukan dengan format yang sama *(Please add column if necessary)*
- 2) Sila kemukakan **Carta Organisasi Cadangan Pekerja yang dinyatakan di Para 6.5** *(Please provide Company Organizational Chart for the proposed manpower)*
- 3) Sila kemukakan salinan **Kad Hijau CIDB** pekerja yang dinyatakan *(Please provide copies of workers' CIDB Green Card)*
- 4) Sila kemukakan salinan **Air Selangor NIOSH Safety Passport** pekerja yang dinyatakan.

[illegible]

- 1) Sila gunakan ruang tambahan jika diperlukan dengan format yang sama *(Please add column if necessary)*
- 2) Sila sertakan salinan geran/maklumat pemilikan yang mana berkaitan *(Please attach copy of ownership information if necessary)*

**8.0 BAHAGIAN H**  
*Section H*
**REKOD PENGALAMAN KERJA**  
*Work Experience Record*
**8.1 REKOD KERJA-KERJA BERKAITAN / Work experiences in related works**

Bil	Nama Projek [Project Name]	Nilai Kontrak [Contract Value]	Tempoh Kontrak [Contract Value]	Klien [Client]	Kontraktor Utama/ Sub Kontraktor Main-Contractor/ Sub-Contractor

**Jumlah Nilai Kontrak :**  
 ( Total Contract Values)

**8.2 PENGALAMAN MELAKSANAKAN KERJA-KERJA BERKAITAN YANG SEDANG / DALAM TEMPOH LIMA (5) TAHUN LEPAS**
*Ongoing & Past five (5) years works experiences in related projects*

Bil	Nama Projek [Project Name]	Nilai Kontrak [Contract Value]	Tempoh Kontrak [Contract Value]	Klien [Client]	Kontraktor Utama/ Sub Kontraktor Main-Contractor/ Sub-Contractor

**Jumlah Nilai Kontrak :**  
 ( Total Contract Values)

**Nota:-**

- 1) Sila gunakan ruang tambahan jika diperlukan dengan format yang sama  
*[If insufficient space, please attach additional sheet with the same format]*
- 2) Salinan Perakuan Siap Kerja (**CPC**) / Surat Tawaran Kerja (**LOA**)/Arahan Kerja Kecil (**MWO**)/ Arahan Pesanan (**PO**) perlu dikepilkan sebagai bukti  
*[Copies of Certificates of Practical Completion (CPC) / Letter Of Award (LOA)/Minor Works Order (MWO) / Purchase Order (PO) shall be submitted as document evidence.]*

**9.0 BAHAGIAN I**  
Section I

**PENGAKUAN**  
[DECLARATION]

☐ Saya /Kami yang bertanda tangan di bawah dengan ini mengaku dan percaya pada pengetahuan saya bahawa semua butir-butir yang terkandung di dalam **borang permohonan** serta **dokumen sokongan** yang dikemukakan ini adalah benar dan tepat. Saya / Kami 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, kami mengakui bahawa AIR SELANGOR berhak untuk membatalkan permohonan dengan serta-merta.

*(I/we, the undersigned hereby declare to the best of my knowledge and believe that all particulars furnished under this application are true and accurate. I/we 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, we acknowledge that AIR SELANGOR have the right to cancel the application with immediate effect.)*

☐ Saya /Kami yang bertandatangan di bawah dengan ini mengakui bahawa AIR SELANGOR berhak **menolak** atau **menerima** permohonan pra kelayakan ini.  
*I/we the undersigned hereby acknowledge that AIR SELANGOR has the sole right to accept or reject this pre qualification*

☐ Saya/Kami maklum bahawa **tiada jaminan** pelantikan / pengeluaran surat pelantikan / arahan pembelian / kontrak dan juga tiada jaminan untuk menjemput menyertai sebarang sebarang tender kepada permohonan yang berjaya sebagai Kontraktor Panel AIR SELANGOR.

*I/We note that successful application in becoming a panel contractor of AIR SELANGOR does not guarantee you an automatic issuance of letter of award / purchase order / contract from AIS nor does it guarantee automatic invitation to participate in any quotation or tender exercise.*

.....

**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

\* 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.

**DECLARATION OF NON-COLLUSION**

I on behalf of myself and my company ("**Tenderer**"), both as stated below, 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 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 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).
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.

I also undertake that I shall not do or procure to be done any of the acts mentioned in Clause 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/Tenderer 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.
- (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.

## **IMPORTANT:**

**PLEASE TICK/CHECK ONE OF FOLLOWING BOXES failing which your tender submission will be rejected.**

<input type="checkbox"/>	I further declare that I and Tenderer <b>DO NOT HAVE</b> 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.
<input type="checkbox"/>	I further declare that I and Tenderer <b>HAVE</b> 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 <b>and I have provided the details in the next page.</b>

Signed by,

.....  
Name of Director / Authorised Signatory of Tenderer:

NRIC:

Date:

Name of Tenderer Company:

Tenderer's Company Stamp:

**DECLARATION OF RELATED PARTIES****IMPORTANT INSTRUCTION:**

ONLY fill this page **IF** there are other party(ies) related to the Tenderer and/or Director of Tenderer who also participate in this Tender.

<b>TYPE OF RELATED PARTIES</b>	<b>YES</b> <i>(Please tick whichever applicable)</i>
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.

If you answered YES to one or more of the questions above, please complete the table hereunder:

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

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

.....  
Name of Director / Authorised Signatory of Tenderer:

NRIC:

Date:

Name of Tenderer Company:

Tenderer's Company Stamp:

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.



**DECLARATION OF NON-BANKRUPTCY**

(For Sole Proprietorship/Partnership)

I,..... [insert full name as per NRIC and NRIC number/passport number of the registered business proprietor / partner] of Malaysian nationality and currently residing at.....  
.....[insert address as per stated in identity card] trading in the name and style of .....[insert name of applicant business] (.....)[insert business registration number], and having its registered place of business at.....  
.....[insert registered address of applicant business] (the “Business”) **DO HEREBY SOLEMNLY AFFIRM AND DECLARE** as follows:

1. That:-
  - (a) I have not been adjudged a bankrupt; and
  - (b) I have not committed any acts of bankruptcy; and
  - (c) there is no bankruptcy notice or bankruptcy petition filed against me; within or outside Malaysia.
2. That to the best of my knowledge, none of the other partners in the business (if any) of the Business:-
  - (a) have been adjudged a bankrupt; and
  - (b) have committed any acts of bankruptcy; and
  - (c) have any bankruptcy notice or bankruptcy petition filed against them; within or outside Malaysia.
3. 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 Business. There are also no such unresolved disputes, litigation, arbitration and/or investigations as aforesaid which involves the Business’s agents and partners (including myself) 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 Business.
4. That all authorisations, approvals, consent, licence, 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 Business have been taken, fulfilled and done.
5. There is no default or breach (whether actual or threatened) of any agreement or undertaking to which the Business (or its agent) is a party.
6. That all information, documents and oral representations furnished or to be furnished by or on behalf of the Business, its employees, agents and consultants in connection with the Business’s for the tender, are true, complete, accurate and valid.
7. That the Business has fully disclosed all information, facts and circumstances which the Business 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,

.....  
(Proprietor/ Partner of the Business)

Name:

NRIC:

Date:

Business’ Stamp:

## Appendix B

**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:

## SCHEDULE OF PARTICULARS

1. Vendor must answer all the specifications or requirements in the following schedules.
2. A specification or requirement not answered / left blank will be considered as non-responsive.
3. Some answers require lengthy explanation and the space provided in the tables will not be able to accommodate them. For such cases, vendor may use separate sheets. However, they shall be properly arranged, indexed and referred to. However, vendor must re-type the entire specifications and requirements together with the answers. Do not only type the specifications and requirements numbers with responses.
4. Some requirements only require simple Yes/No answers. However, some of the Yes / No tables require supporting documents to back up the answers given. Please ensure the supporting documents are duly attached and their locations within the tenderer submission documents clearly identified by properly referencing them in the reference column of the given table.
5. Vendor can download the document via tender system <https://tender.airselangor.com>.
6. Where an item is not applicable to the equipment offered by the vendor, he/she shall state "Not Applicable" or "N/A" at the appropriate column.
7. Where the tenderer states "Yes" to "Compliance with the specifications", he/she is deemed to comply fully with the specifications provided.
8. Where the vendor states "No" to "Compliance with the specifications", he/she shall submit full details covering the following aspects:
  - a. What is the deviation and which item it refers to;
  - b. What are the reasons for deviation;
  - c. What are the advantages or disadvantages of the deviation;
  - d. What effect does it have on the overall system
9. If this is not complied with, the vendor is deemed to have complied with the specifications in every aspect. Any equipment or material supplied that is found to deviate from the specifications shall be removed and replaced by equipment that conforms with the specifications by the vendor at his/her own expenses.
10. Where the specifications provide for acceptable alternatives, the vendor shall provide full details of the equipment offered and highlight the areas where deviation from the specifications have taken place.

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Signature and Official Stamp of Vendor  
Date:

## BULK METER STRAINER SERVICING WORKS

No.	Description	Specification Requirement	Tenderer Offer/ Reference
<b>1.0</b>	<b>Scope of Works</b>		
1.1	Detail reports and analysis complete with adequate pictures <b>(MANDATORY)</b>	Yes / No	
1.2	Record and test the flow and records the reading for analysis purpose before and after servicing works including providing adequate pictures <b>(MANDATORY)</b>	Yes / No	
1.3	Carry out servicing work on the strainer by removing any impurities or debris and to clean up wire mesh of the strainer <b>(MANDATORY)</b>	Yes / No	
1.4	Replace the O-ring or rubber packing at any available strainers should there be any visible leakage. <b>(MANDATORY)</b>	Yes / No	
1.5	Check and make necessary repair works in ensuring no visible leakage on any parts of the strainer or meter stand but subjected to Air Selangor approval <b>(MANDATORY)</b>	Yes / No	
1.6	a) Carried out flow measurement using ultrasonic clamp on meter (non-intrusive method) Specification: 1. Accuracy - $\pm 2\%$ of reading (2in/50mm or greater pipe sizes) 2. Flow Report and attach device report 3. Flow Range – min 0 to 10 m/s (Bidirectional) b) Competence Certificate	Optional (Attach Document)	
<b>2.0</b>	<b>Financial Capability</b>		
2.1	Capital Liquidity (Average balance of the latest 3 months bank statement)	$\geq$ RM40,000.00 (Attach Document)	
2.2	Company credit facilities from suppliers or banking facilities	$> 1$ credit facilities (Attach Document)	

No.	Description	Specification Requirement	Tenderer Offer/ Reference
<b>3.0</b>	<b>Technical Capability</b>		
3.1	Staff Qualification	Yes / No (Attach Document)	
3.2	Air Selangor NIOSH Safety Passport	Yes / No (Attach Document)	
<b>4.0</b>	<b>Transportation</b>		
4.1	Lorry/Four-Wheel Drive/ Van	Specify Type a) Owned b) Lease c) No (Attach Document)	