



**Application Form for National Contractors Registration
Harbour Construction Works**

1. About the Applicant

Ministry of Economic Development and Trade's registration details

Name: Telephone Numbers:
 Address: Fax:
 Road: Email:
 Ward: Website:
 Atoll / Island: Registered Date:
 Registration Number:

Business Type:

Company Local Investment Partnership Business Name Others
 JV Company, Specify Details:

.....

Main line of business

.....

2. Submissions

Please submit the following documents and any additional documentary evidence along with the completed application form:

- 1- A copy of company's registration certificate
- 2- Last three years audited financial reports
- 3- Complete form 2, 3, 4, 5, 6, 7 and 8

3. Declaration

I affirm that the information given in this application are true and correct

Name: Sign: Stamp: Date:

4. For official Use Only

All the relevant documents are submitted

Received by:

Sign:

Date:

Harbour Contractor
 Grade:

Checked By: Sign: Date:

Form 02: Experience Summary of Key Personnel (Harbour Construction Works)

Please include the following staff proposed to carry out the project. (General management, Administration, Technical Management, Project manager, Project Engineer, Site Engineer, and a Site Supervisor with accordance to registration requirement

Position:		
Candidate Information	Name of Candidate:	Date of Birth:
	Professional Experience:	Highest Qualification Achieved:
Present Employment	Name of Employer:	
	Address of Employment:	
	Telephone:	Facsimile:
	Years with present Employer	

Summarized professional experience over the last 10 years, in reverse chronological order. Indicate particular technical and managerial experience relevant to the project

From	To	Company:	Project:
		Position:	
Relevant Experience:			
From:	To:	Company:	Project:
		Position:	
Relevant Experience:			

**Form 03: Experience in Contracts of Similar Nature
(Harbour Construction Works)**

List all works of Value above MRF 2,000,000 performed in the past 10 years.
Please attache contract agreements for projects.

Value of contract								
Type of Work Performed and Year of Completion								
Name of Client and Contract Person								
Location of Project								
Name of Project								

Attache project completion letter's and certificate from the client, for all the works listed.

**Form 04: Equipments Proposed for the Project
(Harbour Construction Works)**

Major items of Contractor's Equipment proposed for carrying out the works. List all information requested below.

Condition (new, good, poor) and number available								
Capacity of Equipment								
Description, Mark and age (year)								
Item of Equipment								

Form 05 – Joint Venture Data

A copy of the joint venture agreements must be attached to this form.

Name of all partners
1. Lead partner:
2. Partner:
3. Partner:
4. Partner:

Total value of annual construction turnover, in terms of work billed to clients at the end of the Project

Annual Turnover Data (Construction only) for the last three years.			
Partner	Year 2006	Year 2005	Year 2004
1. Lead partner			
2. Lead partner			
3. Lead partner			
4. Lead partner			
Total			

Please attach copies of Board resolution to form JV Company

Form 06:

Schedule of Annual Turnover data

Annual Turnover Data for the last 3 years		
Year	Turnover	Detail
1.		
2.		
3.		

Schedule of current works in progress

Name of Contract	Value of Outstanding Work (current US\$ equivalent)	Estimated Completion Date
1.		
2.		
3.		
4.		
5.		
6.		

Contractors and each partner of a joint venture should provide information on their current commitments on all contracts that have been awarded, or for which a letter of intent or acceptance has been received, of contracts approaching completion, but for which an unqualified, full completion certificate has yet to be issued.

Schedule of finance data

Name of Banker:	
Address of banker:	
Telephone:	Contact name and title:
Facsimile:	Telex:
The contractor or each of a joint venture must fill in this form. If necessary, use separate sheets to provide complete banker information	

Form 07:

Financial information

	Previous three years		
	1.	2.	3.
1. Total assets			
2. Current assets			
3. Total liabilities			
4. Current liabilities			
5. Profile before taxes			
6. Profile after taxes			
Summarize actual assets and for the previous 5 years			

Credit line

Source of credit line	Amount
1.	
2.	
3.	
Specify proposed sources of credit line to meet the cash flow demands of the project. Attach audited financial statements for the past 3 years (for contractor or each partner of a joint venture). Firms owned by individuals and partnerships, may submit their balance sheets certified by a registered accountant, and supported by copies of tax return, if audits are not required by the laws of their countries of registration.	

**Form 08 – Summary of Contract Commitments / works in progress
(Harbour Construction Works)**

All contractors and partners of a joint venture contractor should provide information on their current commitments on all contracts that have been awarded, or for which a letter of intent or acceptance has been received, or for contracts approaching completion, but for which an unqualified, full completion certificate has yet to be issued.

Name of Contract	Value of outstanding work	Estimated completion date
1.		
2.		
3.		
4.		
5.		
6.		
7.		

REGISTRATION REQUIREMENTS FOR HARBOUR CONTRACTORS (HC)

WORKHEAD CLASSIFICATION AND DESCRIPTION

Workhead	Title	Description
HC	Harbour construction works	Works involving marine piling and the construction of marine structures such as harbours, jetties, quay walls, and sea walls. Works involving dredging and reclamation work.

REGISTRATION REQUIREMENTS (HC)

Grade	Tendering Limit (MRf)	Financial (Min Net Worth) (MRf)	Management & Development	Track Record (Past 10 years)**	Equipment	Additional Requirements
				HC(Harbour Construction Works) (MRf)		
1	unlimited	12.0m	10P/T*	120.0m of which 25.0m MC 2.0m SP	*a)	Annual Submission of Financial Accounts
2	40.0m	4.0m	7P/T*	40.0m of which 16m MC 2m SP	*a)	Annual Submission of Financial Accounts
3	20.0m	2.0m	5P/T*	20.0m of which 8m MC 2m SP	2 Excavators *b) 1 Loader *c) 2 Trucks	Annual Submissions of Financial Accounts
4	8.0m	0.8m	3P/T*	-	1 Excavator 1 Loader 2 Trucks	-

Note:

- 1) m stands for million
- 2) Minimum net worth must be met.
- 3) MC – main contracts (nominated sub-contracts may be included)
- 4) SP – minimum size single project
- 5) Percentage of sub-contract value taken into consideration shall be 75%.

P/T – Professional and Technical personnel with relevant qualifications (see Table for more details).

* One third of P/T personnel must possess relevant qualifications from universities recognised by MCPI or MAB (Maldives Accreditation Board)

** For renewal cases, projects completed satisfactorily in the past 10 years including ongoing projects and recently awarded projects will be considered as track record. For evaluation of overseas projects and financial accounts, MCPI may send its officers to the respective countries for further verification. All flight and accommodation expenses shall be fully borne by the applicant.

*a) - Dredging and Excavating equipment of minimum 120cbm/hr capacity jointly or individually
Earthmoving plant of minimum 120cbm/hr capacity jointly or individually
Heavy lifting capacity of 80t
Barge, landing craft, RORO equipment of 1200t carrying capacity

*b) - Minimum 0.8cbm bucket capacity per excavator

*c) - Minimum 8.0cbm per truck

PERSONNEL QUALIFICATION

Workhead	Title	Personnel Qualifications
HC	Harbour Construction Works	<p>“P” shall mean a Professional qualification with a recognised degree in Architecture, Building, Civil/Structural Engineering or equivalent.</p> <p>“T” shall mean a Technical qualifications in any of the following:</p> <ul style="list-style-type: none">i) A recognised polytechnic diploma in Architecture, Building, and Civil/Structural Engineering.ii) A National Certificate in Construction Supervision (NCCS)iii) Certificate/Specialist Diploma in M&E Coordinationiv) Or other equivalent qualifications approved by MCPI or MAB