

Notes to Applicant

for Registration as a Contractor

RG 6

Note 1-Section A

Name of Applicant:

Applicant shall state the exact name as it appears on the “*Business Registration Card or Certificate of Incorporation*” (where applicable), as the Certificate of Registration will be issued on that name.

Note 2-Section B

Classes of Works and Grade:

Applicant shall apply for a Class of Works in which it is currently operating or intends to operate provided it meets the Eligibility requirements for that Class of Works.

Applicant may apply for more than one Class of Works provided it meets the requirements for registration in the corresponding Classes. However, he should provide a “*Breakdown of Turnover*”.

Grade applying for:

Grading allows a Contractor to undertake works up to the thresholds indicated in the criteria available on our website on the link below:

https://www.cidb.mu/wp-content/uploads/2020/05/CriteriaRegistrationUpgradingofContractorsIssueNo.5_01Jan2022.pdf

Applicant shall however apply for a Grade for which it meets the main Eligibility requirements as per these criteria.

Highest Value Project:

Applicant should have during the last 5 years **completed** at least 2 projects equivalent to the value corresponding to the Grade applying for.

Note 2.1-Section B

Specific works refers to works **related** to any Class of Works. Please refer to *Annex 1* for examples.

Note 3-Section C

Directorship of Firm:

Applicant shall state the status of all Directors and specify whether they are Executive Directors or Non-Executive Directors of the firm.

“Executive Directors” are those involved in the day-to-day management of the Firm, whereas,

“Non-Executive Directors” are **not** involved in the day-to-day management of the Firm but only at Strategic decision-making level.

Note 4-Section C

Shareholdings:

For ‘% Shareholding’, the applicant shall state the percentage of shares held by each of the Shareholder. In addition:

A person shall have control over a firm where he holds at least 51% of the shares of the firm; or

Where 50% of the shares of a firm are held by one or more citizen of Mauritius and the other 50% shares are held by one or more non-citizens, the control shall be taken to be held by the citizens of Mauritius.

Note 5-Section E

Turnover for Construction Works in last 5 years:

Applicant shall state the Turnover for Construction Works only and shall **exclude** turnover of business other than Construction Works.

Note 6-Section F

Project of Highest Value in last 5 years:

Applicant shall in the Highest Value Project Description Sheet [Form RG6D] provide details of the Highest Project in terms of value, undertaken in the last 5 years.

For an application under Grade SMALL at least two (2) completed projects undertaken in the last 5 years, as at date of application are required.

In addition, a copy of the Building Land and Use Permit (BLUP), including the approved building plans shall be submitted for an application or an upgrade of registration in the Class of Works “**Building Construction Works**”

The performance of the Applicant on the Highest Value Project(s) is a key criterion for Grading of Contractors.

Note 7-Section H

Human Resources:

Applicant shall provide information in the required format on every personnel who has at least a degree in the field of Architecture, Engineering, Project Management in Construction and Quantity Surveying. A Template is available on the following link: <https://www.cidb.mu/CIDB-Templates-2021>

“**Designation**” means the position held by that person.

“**Reg.**” means Registration.

“**Professional Registration**” means registration with relevant professional body in Mauritius e.g. Council of Registered Professional Engineers (CRPE), Professional Quantity Surveyors’ Council (PQSC), Professional Architects’ Council (PAC) etc. or such other professional body acceptable to the CIDB.

“**Years of Experience**” means number of years of post-qualification experience.

Note 8-Section H

Technical & Administrative Staff:

A “**Qualified Technical/Supervisory Staff**” is one who holds a Diploma in a Technical Field.

Applicant shall refer to the provisions made in the Occupational Safety and Health (Scaffold) Regulations 2011 concerning the **compulsory** employment of **Competent Person** for scaffolding works of height above 6m. The Regulations are available at www.cidb.mu

Competent Person – Scaffolding Supervision.

“**Competent Person**” means any person who:

(a) Holds a competency certificate in the erection, maintenance, alteration, repair and dismantling of scaffolds issued by the Mauritius Institute of Training and Development (MITD) or such other recognized body; or

(b) By reason of his qualification and training, or having at least 5 years’ experience, is competent to undertake work related to the erection, maintenance, alteration, repair and dismantling of scaffolds.

Note 9-Section I

Quality Management System:

The Brief Statement on the Quality Management System shall include the date of implementation of the system, the policy, and any auditing procedures applicable.

“Third Party Certification Body” means the body that has accredited the Quality Management System.

Annex 1

List of Specific works

1. Access Control works
2. Air conditioning works
3. Air-compressor works
4. Air-conditioning works
5. Alarm System Installation Works
6. Anti-burglar installation works
7. Anti-termite treatment works
8. Asbestos handling and disposal work
9. Asphaltting works
10. Bar bending works
11. Block laying works
12. Building Automation System
13. Building Maintenance Works
14. Building Management and Maintenance System
15. Building Refurbishment works
16. Building Renovation works
17. Building Repair Works
18. Building Restoration works
19. Building Upgrading works
20. CCTV installation works
21. Ceramic works
22. Concrete repair works
23. Concreting works
24. Crack repair works
25. Damp-proof membrane installation works
26. Decoration works
27. Demolition works
28. Drain works
29. Dredging and reclamation works
30. Drilling rig works
31. Earthworks
32. Energy generation system
33. Erection of Poles
34. Escalator installation works
35. Excavation works
36. False ceiling works
37. Fencing works
38. Fire Alarm works
39. Fire Prevention and Protection Systems
40. Fire Rated Doors
41. Fire-fighting system works
42. Fit out works
43. Flooring Finishes Works
44. Flooring works
45. Geotechnical investigation works
46. Glass works
47. Greenhouse construction works
48. Heating, Ventilation Air-conditioning (HVAC) Works
49. ICT infrastructure works
50. Interior decoration works
51. Joinery works
52. Landscaping works
53. Lift and Elevator installation works
54. Marine structure, offshore and underwater construction works
55. Masonry Works
56. Medical equipment installation works
57. Medical Gas System
58. Metal works
59. Oil and gas pipeline works
60. Overhead and Underground Cable Works
61. Painting works
62. Partitioning works
63. Paving works
64. Piling and Diaphragm Walling Works
65. Pipelaying works
66. Plastering works
67. Playground Equipment Works
68. Plumbing works
69. Prefabricated Building and Industrial Plant
70. Railway track works
71. Refrigeration Works
72. Refurbishment works
73. Rendering works
74. Renovation Works
75. Road Construction works
76. Road Furniture Works
77. Road marking Works
78. Rope Access Works
79. Sanitation works
80. Scaffolding, Formwork and Shuttering works
81. Security systems works
82. Sewerage works
83. Shopfitting works
84. Sign craft installation works
85. Site clearance works
86. Skimming works
87. Solar System Installation works
88. Steel Framed Building and Industrial Plant
89. Stone works
90. Surveillance systems installation
91. Swimming Pool works
92. Telecommunication works
93. Tiling works
94. Timber Flooring works
95. Timber works
96. Tunnelling and underpinning works
97. Upgrading works
98. Water storage works
99. Water treatment and distribution works
100. Water treatment plant works
101. Waterproofing and Associated Builder's works
102. Waterproofing works
103. Wood works
104. Others *(to specify in application form)*

Notes to Applicant

for provisional registration as a Foreign Contractor

RG 7

Note 1-Section A

Name of Applicant:

Applicant shall state the exact name as it appears on the “**Business Registration Card or Certificate of Incorporation**” (where applicable), as the Certificate of Registration will be issued on that name.

Last Registration Reference issued by CIDB:

Applicant that has previously been granted Registration by CIDB, shall state the last Registration Reference issued to it.

Note 2-Section B

Classes of Works and Grade:

Applicant shall apply for a Class of Works in which it is currently operating or intends to operate provided it meets the Eligibility requirements for that Class of Works.

Applicant may apply for more than one Class of Works provided it meets the requirements for registration in the corresponding Classes. However, he should provide a “**Breakdown of Turnover**”.

Grade applying for:

Grading allows a Contractor to undertake works up to the thresholds indicated in the criteria available on our website on the link below:

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Applicant shall however apply for a Grade for which it meets the main Eligibility requirements as per these criteria.

Highest Value Project:

Applicant should have during the last 5 years, at least 2 projects equivalent to the value corresponding to the Grade applying for.

Note 2.1-Section B

Specific works refers to works **related** to any Class of Works. Please refer to *Annex 1* for examples.

Note 3-Section C

Details of Project:

Applicant shall provide details of the Project which it intends to undertake. “Brief Description of Project” shall include the percentage of work applicant intends to subcontract and the Contract Value of Works to be subcontracted.

Note 4-Section D

Directorship of Firm:

Applicant shall state the status of all Directors and specify whether they are Executive Directors or Non- Executive Directors of the firm.

“Executive Directors” are those involved in the day-today management of the Firm, whereas,

“Non-Executive Directors” are **not** involved in the day to- day management of the Firm but only at Strategic decision-making level.

Note 5-Section D

Shareholdings:

For ‘% Shareholding’, the applicant shall state the percentage of shares held by each of the Shareholder. In addition:

A person shall have control over a firm where he holds at least 51% of the shares of the firm; or

Where 50% of the shares of a firm are held by one or more citizen of Mauritius and the other 50% shares are held by one or more non-citizens, the control shall be taken to be held by the citizens of Mauritius.

Note 6-Section F

Turnover for Construction Works in last 5 years:

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Note 7-Section G

Project of Highest Value in last 5 years:

Applicant shall in the Highest Value Project Description Sheet [Form RG6D] provide details of the Highest Project in terms of value, undertaken in the last 5 years.

For an application under Grade H at least two (2) completed projects undertaken in the last 5 years, as at date of application are required.

*In addition, a copy of the Building Land and Use Permit (BLUP), including the approved building plans shall be submitted for an application or an upgrade of registration in the Class of Works
“Building Construction Works”*

The performance of the Applicant on the Highest Value Project(s) is a key criterion for Grading of Contractors.

Note 8-Section I

Human Resources:

Applicant shall provide information in the required format on every personnel who has at least a degree in the field of Architecture, Engineering, Project Management in Construction and Quantity Surveying. A Template is available on the following link: <https://www.cidb.mu/CIDB-Templates-2021>

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“Reg.” means Registration.

“Professional Registration” means registration with relevant professional body in Mauritius e.g. *Council of Registered Professional Engineers (CRPE), Professional Quantity Surveyors’ Council (PQSC), Professional Architects’ Council (PAC)* etc. or such other professional body acceptable to the CIDB.

“Years of Experience” means number of years of post-qualification experience.

Note 9-Section I

Technical & Administrative Staff:

A **“Qualified Technical/Supervisory Staff”** is one who holds a Diploma in a Technical Field.

Applicant shall refer to the provisions made in the Occupational Safety and Health (Scaffold) Regulations 2011 concerning the **compulsory** employment of **Competent Person** for scaffolding works of height above 6m. The Regulations are available at www.cidb.mu

Competent Person – Scaffolding Supervision.

“Competent Person” means any person who:

- (a) Holds a competency certificate in the erection, maintenance, alteration, repair and dismantling of scaffolds issued by the Mauritius Institute of Training and Development (MITD) or such other recognized body; or
- (b) By reason of his qualification and training, or having at least 5 years’ experience, is competent to undertake work related to the erection, maintenance, alteration, repair and dismantling of scaffolds.

Note 10-Section J

Quality Management System:

The Brief Statement on the Quality Management System shall include the date of implementation of the system, the policy, and any auditing procedures applicable.

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Annex 1

List of Specific works

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3. Air-compressor works
4. Air-conditioning works
5. Alarm System Installation Works
6. Anti-burglar installation works
7. Anti-termites treatment works
8. Asbestos handling and disposal work
9. Asphaltting works
10. Bar bending works
11. Block laying works
12. Building Automation System
13. Building Maintenance Works
14. Building Management and Maintenance System
15. Building Refurbishment works
16. Building Renovation works
17. Building Repair Works
18. Building Restoration works
19. Building Upgrading works
20. CCTV installation works
21. Ceramic works
22. Concrete repair works
23. Concreting works
24. Crack repair works
25. Damp-proof membrane installation works
26. Decoration works
27. Demolition works
28. Drain works
29. Dredging and reclamation works
30. Drilling rig works
31. Earthworks
32. Energy generation system
33. Erection of Poles
34. Escalator installation works
35. Excavation works
36. False ceiling works
37. Fencing works
38. Fire Alarm works
39. Fire Prevention and Protection Systems
40. Fire Rated Doors
41. Fire-fighting system works
42. Fit out works
43. Flooring Finishes Works
44. Flooring works
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48. Heating, Ventilation Air-conditioning (HVAC) Works
49. ICT infrastructure works
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51. Joinery works
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53. Lift and Elevator installation works
54. Marine structure, offshore and underwater construction works
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83. Shopfitting works
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97. Upgrading works
98. Water storage works
99. Water treatment and distribution works
100. Water treatment plant works
101. Waterproofing and Associated Builder's works
102. Waterproofing works
103. Wood works
104. Others (*to specify in application form*)

Notes to Applicant

for temporary registration as a Foreign Contractor

RG 8

Note 1-Section A

Name of Applicant:

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Last Registration Reference issued by CIDB:

If Applicant is already holder of a valid certificate of provisional registration, he shall indicate the registration reference issued to it.

Note 2-Section D

Directorship of Firm:

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Note 4-Section G

Human Resources:

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“**Years of Experience**” means number of years of post-qualification experience.

Note 5-Section G

Technical & Administrative Staff:

A “**Qualified Technical/Supervisory Staff**” is one who holds a Diploma in a Technical Field

Applicant shall refer to the provisions made in the Occupational Safety and Health (Scaffold) Regulations 2011 concerning the **compulsory** employment of **Competent Person** for scaffolding works of height above 6m. The Regulations are available at www.cidb.mu

Competent Person – Scaffolding Supervision.

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(a) Holds a competency certificate in the erection, maintenance, alteration, repair and dismantling of scaffolds issued by the Mauritius Institute of Training and Development (MITD) or such other recognized body; or

(b) By reason of his qualification and training, or having at least 5 years’ experience, is competent to undertake work related to the erection, maintenance, alteration, repair and dismantling of scaffolds.

Notes to Applicant

for provisional registration as a Joint Venture Contractor

RG 9

Note 1-Section A

Name of Joint Venture:

Applicant shall state the name of the Joint Venture entity as indicated in the Joint Venture Agreement since Registration will be issued on that name.

Last Registration Reference issued by CIDB:

If the Joint Venture entity had previously been granted Registration by CIDB, it shall state that Registration Reference.

Note 2-Section B

Classes of Works and Grade:

Applicant shall apply for a Class of Works in which it is currently operating or intends to operate provided it meets the Eligibility requirements for that Class of Works.

Applicant may apply for more than one Class of Works provided it meets the requirements for registration in the corresponding Classes. However, he should provide a “**Breakdown of Turnover**”.

Grade applying for:

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Applicant shall however apply for a Grade for which it meets the main Eligibility requirements as per these criteria.

Highest Value Project:

Applicant should have during the last 5 years **completed at least 2** projects equivalent to the value corresponding to the Grade applying for.

Note 2.1-Section B

Specific works refers to works **related** to any Class of Works. Please refer to **Annex 1** for examples.

Note 3-Section C

Details of Project:

Applicant shall provide details of the Project which it intends to undertake.

“Brief Description of project” shall include the percentage of work Applicant intends to subcontract and the Contract Value of Works to be subcontracted.

Annex 1

List of Specific works

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100. Water treatment plant works
101. Waterproofing and Associated Builder's works
102. Waterproofing works
103. Wood works
104. Others (*to specify in application form*)

Notes to Applicant

for temporary registration as a Joint Venture Contractor

RG 10

Note 1-Section A

Name of Joint Venture

Applicant shall state the name of the Joint Venture entity as indicated in the Joint Venture Agreement since Registration will be issued on that name.

Provisional Registration Reference:

Applicant shall state the Joint Venture's Provisional Registration Reference which was assigned to it for this Project.

Note 2-Section F

Human Resources:

Applicant shall provide information in the required format on every personnel who has at least a degree in the field of Architecture, Engineering, Project Management in Construction and Quantity Surveying. A Template is available on the following link: <https://www.cidb.mu/CIDB-Templates-2021>

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