

APPLICATION FOR TEMPORARY REGISTRATION AS A FOREIGN CONSULTANT

SECTION A

Name of Applicant:

(Same as stated in Application for Provisional Registration) [Note 1]

.....
.....
.....
.....

Provisional Registration Reference: [Note 1]

.....
.....
.....

Information

This Form is also available at <http://www.cidb.mu> and may be filled in electronically. However it should be signed and submitted to CIDB, in hard copy together with all the relevant documents as per the attached Checklist.

Applicant shall read the Construction Industry Development Board (Registration of Consultants and Contractors) Regulations 2014, any subsequent Regulations and the Notes to this Form (available at <http://www.cidb.mu>) before completing the Application Form.

If space provided in any section of this Form is not sufficient, Applicant may attach supplementary sheets providing the information in the same format.

A Non-refundable Processing Fee of Rs 5,000 shall accompany the Application. Payment shall be either in cash or cheque payable to "Construction Industry Development Board".

CIDB shall not be held liable for any delay in processing the Application in case of incompleteness or inaccuracy of information.

CIDB shall not have any liability whatsoever in case it refuses to grant a Temporary Registration on the basis of incomplete or false information provided by the applicant.

SECTION B

1. Project Title:

.....

2. Client's Name:

.....

3. Proposed Commencement Date:

.....

4. Proposed Completion Date:

.....

5. Contract Value (Rs):

.....

(VAT exclusive)

Copy of Letter of Award for the Project shall be submitted.

SECTION C

1. Business Information in Mauritius

1.1 Contact Details

Telephone No.:

Fax No.:

.....

E-mail Address:

.....

Website:

.....

Physical Address:

.....
.....
.....
.....
.....
.....

1.2 Authorized Contact Person

Mr/Mrs/Ms: First Name:

Surname:

Designation:

Tel No.: Fax No.:

Mobile No.:

E-mail Address:

1.3 Business Registration

Date of Incorporation/Registration:

VAT Registration No.:
(if applicable)

Business Registration No.:

Copy of (i) Certificate of Incorporation/Registration, (ii) VAT Registration Certificate, (iii) Business Registration Card & (iv) Trade Fee Receipt for current period issued by the relevant Authorities in Mauritius, shall be submitted.

1.4 Has applicant been subject to Insolvency, Bankruptcy or placed under Liquidation or Judicial Management since Provisional Registration was granted?

Yes No

If yes, please give a Brief Statement thereof.

1.5 Has applicant been debarred or suspended as a Consultant since Provisional Registration was granted?

Yes No

If yes, please give details in the annexed Debarment/ Suspension Data Sheet **[RG3A]**

SECTION D

Complete this Section ONLY if there has been a change with respect to corresponding information provided in your Application Form for Provisional Registration.

1. Directorship of Firm [Note 2]

Name of Director	Address	Citizenship	Professional Qualifications	Status of Director ¹	Other Directorship ²

¹ State 'ED' for Executive Director and 'NED' for Non-Executive Director

² State Name of other Consultancy Firm in which incumbent is also a Director

2. Shareholdings [Note 3]

Name of Shareholder	Address	Citizenship	Professional Qualifications	Directorship*	% Shareholding

* If Shareholder is also a Director of the Firm, please state 'ED' for Executive Director and 'NED' for Non-Executive Director
Copy of Certificate of Professional Registration, shall be submitted.

3. Subsidiaries/Associated Consultancy Firm

Name of Firm	Applicant's % Shareholding

SECTION E

Human Resources [Note 4]

Provide information in the format below on every Qualified Personnel in the Field of Architecture, Engineering, Quantity Surveying and Project Management in Construction to be deployed on the Project.

SN	Name	Citizenship	Designation	Qualification	FT/PT*	Years of Experience	Professional Registration (Reg.)		
							Body	Reg. Year	Reg. No.

No. of Registered Professionals

* State 'FT' for Full Time and 'PT' for Part Time

*Copy of Certificate of every Registered Professional, shall be submitted.
Copy of Organigram of establishment for the Project, shall be submitted.*

SECTION F

Declaration

(by Authorized Signatory)

I do hereby declare that the
(Full Name in BLOCK Letters)
information given on this Application Form, the information submitted in the documents attached hereto and the information submitted in the application for Provisional Registration as Foreign Consultant are to the best of my knowledge true and correct.

I also confirm that all the information which I had previously submitted in my application for Provisional Registration as a Foreign Consultant, subject to Section D, are still valid.

I authorize the Construction Industry Development Board to conduct any enquiry if required, from any third party in order to verify the accuracy of the information provided.

I understand that any false declaration or misstatement with respect to this application is an offence which may result in fine and imprisonment and/or rejection of this application and/or cancellation/suspension of any other registration with the Board in accordance with the Construction Industry Development Board Act and Regulations thereunder.

Authorized Signature:

Name:

Designation:

Date:

Seal of Company

DEBARMENT/SUSPENSION DATA SHEET (Section C)

(to be filled in for each Debarment/Suspension)

Sheet No.:

Has applicant been:

Debarred Suspended

Title of Project that led to the Debarment/Suspension:

Details of the Authority that has imposed the Debarment/Suspension:

Name:

Address:

.....

.....

.....

Tel No.: Fax No.:

Email Address:

Period of Debarment/Suspension: From: To:

Grounds of Debarment/Suspension:

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

Checklist

Copy of documents to be submitted with Application
Original to be produced for verification purposes

(Tick as appropriate)

	Submitted by Applicant	Received <i>(for Office Use)</i>
1. Letter of Award for the Project	<input type="checkbox"/>	<input type="checkbox"/>
2. Certificate of Incorporation/Registration <i>(issued in Mauritius)</i>	<input type="checkbox"/>	<input type="checkbox"/>
3. VAT Registration Certificate <i>(issued in Mauritius)</i>	<input type="checkbox"/>	<input type="checkbox"/>
4. Business Registration Card <i>(issued in Mauritius)</i>	<input type="checkbox"/>	<input type="checkbox"/>
5. Trade Fee Receipt for current period	<input type="checkbox"/>	<input type="checkbox"/>
6. Statement of Insolvency/Bankruptcy/Liquidation/Judicial Management	<input type="checkbox"/>	<input type="checkbox"/>
7. Debarment/Suspension Data Sheet [RG3A] (No.:)	<input type="checkbox"/>	<input type="checkbox"/>
8. Certificate of Professional Registration (No.:)	<input type="checkbox"/>	<input type="checkbox"/>
9. Organigram of establishment for the Project in Mauritius	<input type="checkbox"/>	<input type="checkbox"/>
10. Power of Attorney/Board Resolution of Authorized Signatory	<input type="checkbox"/>	<input type="checkbox"/>

(FOR OFFICE USE)

Remarks

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

Finance Section		
Submitted by:	Received by:	Amount Paid:
Signature:	Fees Payable:	Receipt No.:
Date:	Signature:	Received by:
	Date:	Signature:
		Date:

Date:.....

**The Executive Director
Construction Industry Development Board
5th Floor, Mutual Aid Building II
5, Guy Rozemont Square
Port Louis**

Undertaking from Consultant for Foreign Professionals deployed in Mauritius

1) I, Mr/Mrs/Ms^{Note1}, hereby declare that I am the Managing Director/ Chief Executive Officer/ Authorised Representative ^{Note2} of^{Note3}, bearing Registration No^{Note4}, having its registered address at^{Note5}

2) This is to certify that all Foreign Professionals deployed by^(Note6), for the project mentioned below, will apply for and obtain registration with the relevant professional councils such as the Council of Registered Professional Engineers (CRPE), Professional Architects' Council (PAC) and Professional Quantity Surveyors' Council (PQSC), if applicable, before commencement of services.

Details of Project:

Name of project :
Client's Name :
Date of Award :
Client's Contact Details:

Telephone : Mobile :
Address : E-mail :

3) I agree that the CIDB may contact me, using the following details, for any clarifications with respect to the above:

Telephone : Mobile :
Address : E-mail :

[Insert Letterhead of Company]

4) I^(Note 7), holding NIC No./ Passport No.
.....^(copy of ID Card/ Passport to be enclosed), hereby
declare that the information given in this letter of undertaking are true and correct. I agree and
understand that in case I provide willful misstatement, the CIDB may suspend or cancel the
registration of the above firm as per the provisions of the CIDB Act.<sup>(Power of Attorney/ Board Resolution
for Authorised Signatory to be enclosed)</sup>

Signature of
Authorised
Signatory : Date :

[Insert Letterhead of Company]

Guidance Notes

Note 1: to specify full name of Director/ Authorised Representative of the Firm issuing the Testimonial.

Note 2: to specify position in the Firm.

Note 3: to specify name of the Firm as it appears on the Certificate of Incorporation.

Note 4: to specify Business Registration Number (BRN) of the Consultancy Firm.

Note 5: to specify registered address of the Firm as it appears on the Company Registration Document

Note 6: to specify name of the Firm as it appears on the Certificate of Incorporation.

Note 7: to specify full name of Director/ Authorised Representative of the Firm issuing the Testimonial.