

Sewage Treatment Divisions Contractor List for Minor Engineering Works
Application Form

Name of Company: (should be identical to the Business Registration Certificate/Certificate of Incorporation)	
Full Office Address: (in English)	
Contact Person and Post :	
Telephone No. :	
Fax No. :	
Organisation Chart	(Please submit the information with separate sheets)
Category of the List you would like to apply for :	(Please tick only one as appropriate. A separate application should be used if you would like to apply for more than one categories.) <input type="checkbox"/> Minor Electrical & Mechanical Engineering Works for Sewage Treatment and flood protection <input type="checkbox"/> Minor Electronic Engineering Works for Sewage Treatment and flood protection
Holding-Subsidiary Relationship and Related Party(-ies) Declaration and Undertaking	<input type="checkbox"/> There is no other company of the same group as defined in Section 2 (1) of the Companies Ordinance (Cap. 622) <input type="checkbox"/> I declare and undertake that the Contractor and firm(s) listed below, who is/are (a) in the same group of companies (as defined in Section 2 (1) of the Companies Ordinance (Cap. 622); or (b) related party (-ies) (i) Company Name: _____ (ii) Company Name: _____ (iii) Company Name: _____ (iv) Company Name: _____ (v) Company Name: _____ In the event that the information becomes incorrect due to change of circumstances or otherwise, the Contractor, shall notify the Secretary of the Working Group within a reasonable period of time. Failure to comply with this requirement may lead to the Working Group taking regulating action against the Contractor.

I certify that the information provided is correct.

Signature and Company Chop: _____

Name in Block Letter: _____

Designation: _____

Date: _____

Important Notes:

1. This Form should be duly completed and returned by mail to the Chairman, Working Group on Management of Contractors for Minor Engineering Works, [Address], together with:
 - (i) Copy of Business Registration Certificate;
 - (ii) Detailed information of past working experience/job references; and
 - (iii) Organisation chart
2. The minimum admission criteria are as follows:
 - (i) A registered company in Hong Kong
 - (ii) 3-year relevant local working experience of the company
 - (iii) At least 3 relevant job reference each with a contract value of at least HK\$ 300,000 for E&M works or HK\$150,000 for electronic works in past 5 years.
3. Failure to meet the criteria will lead to rejection of the application.
4. Contractors on the ST Divisions Contractor List are subject to regulating actions for their poor performance.
5. The information including the name and contact of the contractor provided in the application may be disclosed to the public and other Government when necessary.
6. Only one company among all subsidiary companies could submit a quotation for a particular contract/quotation at one time.