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THE FINANCIAL PROCEDURE ACT 1957

THE FINANCIAL PROCEDURE (REGISTRATION OF CONTRACTORS AND
CONSULTANTS) INSTRUCTION, 2024

(Made under section 4)

In exercise of the power conferred by the proviso to section 4 of the Financial Procedure Act 1957 [*Act 61*], the State Financial Secretary, being the State financial authority of Sarawak, hereby issues the following Instruction:-

Citation and commencement

1. This Instruction may be cited as the **Financial Procedure (Registration of Contractors and Consultants) Instruction, 2024**, and shall be supplemental to Instruction 184 of the Treasury Instructions and shall be deemed to have come into force on 1st day of January, 2024.

Interpretation

2. In this Instruction—

“agency of the Government” includes any local authority or any body corporate established or incorporated under any State law;

“certificate” means a certificate of registration issued under clause 5(1);

“consultant” means any person or firm who intends to enter a contract to provide consultancy services or expertise advisory for a physical project, studies (physical or non-physical) or any other professional services for any departments of the Government or any agency of the Government;

“contractor” means any person who intends to enter into a contract for the execution of building or engineering works or other specialist works of any description for any department of the Government or any agency of the Government, and includes a supplier;

“Government” means the Government of the State of Sarawak;

“Head of Department” means the State Financial Secretary to whom application for the registration under this Instruction shall be made, and includes any public officer specially authorised in writing by him to carry out this Instruction;

“supplier” means any person who intends to enter into a contract for the supply of goods and services of whatever descriptions for any department of the Government or any agency of the Government.

Classifications of contractors and consultants

3.—(1) Contractors may be registered under any one or more of the following classes or categories:

(a) **WORKS AND MECHANICAL AND OTHER SPECIALIST WORKS**

Class	Financial Limit
A	Above RM10,000,000
B	Above RM5,000,000 to RM10,000,000
C	Above RM3,000,000 to RM5,000,000
D	Above RM1,000,000 to RM3,000,000
E	Above RM200,000 to RM1,000,000
F	RM200,000 and below

(b) ELECTRICAL WORKS (BUILDING)

Class	Financial Limit
I	Above RM200,000
II	RM200,000 to RM5,000,000
III	Above RM50,000 to RM500,000
IV	RM150,000 and below

(c) SUPPLIES AND SERVICES

Category	Financial Limit
A	Above RM1,000,000
B	Above RM200,000 to RM2,000,000
C	RM200,000 and below

(2) Notwithstanding paragraph (1), if the nature of the works prescribed for Mechanical and Other Specialist Works and Electrical Works is based on voltage, the Class shall be as follows:

**(a) MECHANICAL AND OTHER SPECIALIST WORKS
(GENSET INSTALLATION, REPAIR AND MAINTENANCE)**

Class	Voltage Limit
A	No Limit
B	Up to 5 MW
C	Up to 1 MW
D	Up to 150 KW

(b) ELECTRICAL WORKS (TRANSMISSION / DISTRIBUTION SYSTEM)

Class	Voltage Limit
I	No Limit
II	Up to 33KV
III	Up to 11 KV
IV	Up to 415 KV

(3) Consultants may be registered under one or more consultant categories.

Application for registration

4. Applications for registration shall be accompanied by all relevant information pertaining to the experience, qualifications, manpower, financial positions and plant or equipment of the applicant and such other particulars as may be required by the Head of Department.

5.—(1) The Head of Department, if satisfied that the applicant possesses or has the requisite experience, qualifications, proper track record, if any, plant or equipment and has a sound financial capability or such other criteria as may be specified by him to undertake contract for works or supply of goods and services to the Government or any agency of the Government, shall cause the applicant to be registered as a contractor or consultant in any one or more of the classes or categories stipulated in clause 3 of this Instruction. A certificate of registration shall thereupon be issued to the contractor or consultant upon payment by him of the fees prescribed in clause 6. Head of Department may blacklist any contractors and consultants who commit forgery or submitted fake information and documentation upon their application for the registration.

(2) The period of validity of the registration for any contractor or consultant shall be two years from the date of the issuance of the certificate: Provided always that the Head of Department may, upon the application of the contractor or consultant and having regards to his performance capability or such other criteria as may be specified by him, renew his registration and the validity of his certificate upon payment of the prescribed fees for such renewal or to re-register as contractor or consultant.

(3) The Head of Department may issue a warning, suspend or blacklist the contractors and consultants for such period as he deems fit or may Cancel the registration of any contractors and consultants who in his opinion, has defaulted in carrying or performing or executing any contract with the Government or its agency or whose performance or execution of such contract is found by the Head of Department, to be unsatisfactory for whatever reason: Provided that before such blacklisting, suspension or cancellation, the Head of Department shall require the defaulting contractor or consultants to show cause in writing why his company or

firm or registration should not be blacklisted, suspended or cancelled , as the case may be.

(4) The Head of Department may, if satisfied with the performance, financial capability, track record or such other criteria as may be specified by him of any contractors and consultants, upon his application, upgrade him to higher class or category or accord him additional category or categories, additional head or heads within any class or categories. The Head of Department shall revoke the registration or any category or categories, head or heads or subhead or subheads of any contractors or consultants who has non-compliance towards the registration requirements at any time during the registration period.

Fees

6. The fees for processing of application for registration, the registration of contractors or consultants, the renewal or re-registration of such registration and the upgrading of any contractor or consultant shall be in accordance with the Fees (Registration of Contractors and Consultants) Order, 2024 [*Swk. L.N. 121/2024*].

Award of Government contracts

7. Contracts for works, supplies and services undertaken for, by or on behalf of the Government or any agency of the Government shall only be awarded to contractors and consultants registered pursuant to this Instruction.

Authority to change Class, Category and Financial Limits

8. Any changes on the Class or Category of the registration and Financial or Voltage Limits stipulated in Instruction 3(1) shall be approved by the Head of Department and enforced through issuance of circulars only.

Dated this 1st day of March, 2024.

DATO SRI DR. WAN LIZOZMAN BIN WAN OMAR
State Financial Secretary
State Financial Authority of Sarawak

C/SFS/UPK/3.3(23)

Swk. L. N. 121

THE INTERPRETATION ORDINANCE, 2005
THE FEES (REGISTRATION OF CONTRACTORS AND CONSULTANTS)
ORDER, 2024

(Made under section 54(2))

In exercise of the power conferred by section 54(2) of the Interpretation Ordinance [*Cap. 61*], the Yang di-Pertua Negeri has made the following Order:

Citation and Commencement

1. This Order may be cited as the **Fees (Registration of Contractors and Consultants) Order, 2024**, and shall be deemed to have come into force on the 1st day of January 2024.

Fees chargeable

2. The fees stipulated in the Schedule shall be chargeable for the registration of contractors or consultants, processing of the new application for registration, renewal of registration, re-registration, upgrading of contractors or consultants.

3. All fees chargeable pursuant to this Order shall be made payable to the Government of Sarawak and may be received by the State Financial Secretary or any officer authorised by him to receive the same.

SCHEDULE

(Article 2)

A. REGISTRATION / RE-REGISTRATION OF CONTRACTORS AND CONSULTANTS
(Valid for 2 years)

(a) *Works/Mechanical and Other Specialist Works Contractor*

<i>Class</i>	<i>Fees Payable</i>
A	RM1,000.00 per head
B	RM 700.00 per head
C	RM 400.00 per head
D	RM 100.00 per head
E	RM 30.00 per head
F	RM 10.00 per head

(b) *Electrical Works Contractors*

<i>Class</i>	<i>Fees Payable</i>
I	RM1,200.00 per head
II	RM 400.00 per head
III	RM 200.00 per head
IV	RM 100.00 per head

(c) *Supplies And Services Contractor*

<i>Category</i>	<i>Fees Payable</i>
A	RM 400.00 only
B	RM 200.00 only
C	RM 50.00 only

A single flat fee is charged on whichever is the highest category registered irrespective of heads.

(d) *Consultant*

<i>Consultant category</i>	<i>Fees Payable</i>
Consultant category	RM 50.00 per category

B. PROCESSING OF NEW / RE-REGISTRATION APPLICATIONS

(a) *Works/Mechanical and Other Specialist Works Contractor*

	<i>Fees Payable</i>
(i) One or more of: Classes A, B and C	RM 100.00
(ii) One or more of: Classes D, E and F	RM 50.00
(iii) Combination of (i) and (ii)	RM 100.00

(b) *Electrical Works Contractor*

	<i>Fees Payable</i>
(i) One or more of: Classes I and II	RM 100.00
(ii) One or more of: Classes III and IV	RM 50.00
(iii) Combination of (i) and (ii)	RM 100.00

(c)	<i>Supplies and Services Contractor</i>	<i>Fees Payable</i>
	One or more of: Category A, B and C	RM 50.00

(d)	<i>Consultant</i>	<i>Fees Payable</i>
	One or more consultant category	RM 50.00

C. RENEWAL OF REGISTRATION (Valid for 2 years)

		<i>Fees Payable</i>
(a)	Works and Electrical Works and Mechanical and Other Specialist Works Contractors	50% of the registration fees applicable
(b)	Supplies and Services Contractor Category A Category B Category C	50% of the registration fees applicable
(c)	Consultant Consultant category	50% of the registration fees applicable

D. UPGRADING OF CLASS/CATEGORY/ HEAD

		<i>Fees Payable</i>
(a)	Additional Heads/ Category	Based on the rate of the registration fee of the appropriate Class or Category in Paragraph A
(b)	Upgrading of Class/ Category	The difference between registration fee of the new Class / Category and the former Class / Category

E. PROCESSING FEES FOR RENEWAL AND UPGRADING

	<i>Fees Payable</i>
(a) Renewal	RM 25.00
(b) Upgrading of / Additional Class Category/ Head	RM 25.00
(c) Any combination of (a) and (b)	RM 25.00

Made by Yang Di-Pertua Negeri this 1st day of March, 2024.

By Command,

DATUK AMAR DOUGLAS UGGAH EMBAS
*Deputy Premier, Second Minister For Finance And New Economy,
Minister For Infrastructure And Port Development*

C/SFS/UPK/3.3(23)

SAGC

