BCA CONTRACTORS REGISTRATION SYSTEM (CRS)

FREQUENTLY ASKED QUESTIONS:

GENERAL

1. **What is BCA Contractors Registration System (CRS)?**
   The CRS serves the construction and construction-related procurement needs of the public sector including government ministries and statutory boards. You only need to register if you wish to participate in construction tenders or carry out construction projects (as main or sub-contractors) for the public sector if this is a contractual requirement by the relevant public sector agency.

2. **My company is only involved in private sector projects, must I still register with CRS?**
   No, you need not register with CRS.

3. **Which workhead should my company register in?**
   CRS is divided into five major categories, they are;
   a) *Construction (CW)*
   b) *Construction-Related (CR)*
   c) *Mechanical and Electrical (ME)*
   d) *Trade Heads for sub-contractors (TR)*
   e) *Regulatory Workhead (RW)*

   There are about 50 workheads. Your company should register in the workhead that best describe your company's specialisation. You can download the terms of registration and specific registration requirements and application forms from this link www1.bca.gov.sg/procurement/pre-tenderstage/contractors-registration-system-crs

4. **What are the requirements?**
   The main requirements are
   a) *Financial capability (valid audited accounts, paid-up capital, net worth, etc)*
   b) *Relevant technical personnel (full-time employed, recognised professional, technical qualification, valid licenses, etc)*
   c) *Management certifications (GGBS, ISO45001, Bizsafe etc)*
   d) *Track record (valid projects with documentation proof, endorsed and assessed by clients)*

   You can refer more detailed requirements at www1.bca.gov.sg/procurement/pre-tenderstage/contractors-registration-system-crs

5. Besides CRS, must my company also register with BLS?

While the CRS serves the construction and construction-related procurement needs of the public sector including government ministries and statutory boards, if your company requires a permit to start any building or specialised building works, then your company must be licensed under the Builders Licensing Scheme (BLS) which falls under the purview of the Building Control Act

If your company intends to register under the following CRS categories, you must also obtain the respective BLS:

Workhead from Contractor Registry and Grade of Registration	Corresponding Type of Builder Licence
CW01 (General Building) and CW02 (Civil Engineering) Grade A1 to B2	General Builder Class 1
CW01 (General Building) and CW02 (Civil Engineering) Grade C1 to C3	General Builder Class 1 or 2
CR08 (Piling Works) All grades	Specialist Builder (Piling Works)
CR10A (Automated Precast Concrete Production) Single grade CR10B (Precast Concrete Production) All grades	Specialist Builder (Pre-cast concrete works)
CR12 (Ground Support and Stabilisation Works) All grades	Specialist Builder (Ground Support and Stabilisation works)
CR15 (Site Investigation Works) Single grade	Specialist Builder (Site Investigation Work)

Note: Sole proprietors, partnerships or limited liability partnerships are eligible for General Builder Class 2 license only.

You may refer to the link for more information on BLS www1.bca.gov.sg/regulatory-info/building-control/builder-licensing

6. **What are tendering limits?**

    The tendering limit for each respective grade is valid for one year from 1 July to 30 June. It may be adjusted every year depending on the economy driving the construction industry in Singapore. Details of the tendering limits can be obtained from the link below www1.bca.gov.sg/procurement/pretender-stage/contractors-registration-system-crs/crs-tendering-limits

APPLICATION

7. **How do I apply for CRS?**

    You can apply online through eBACS from this link www.bca.gov.sg/eBACS

8. **Why must my company have $100,000 relevant track record in the last three years to register or renew at entry grade at L1 or single grade?**

    BCA has to ensure that your company is authentic and capable to execute government construction or construction-related projects (except RW). CR03 requires one track record of any amount.

9. **My company wants to apply/upgrade to A1 for the first time. Why must BCA interview all my RP/P/T?**

    Our procurement system offers fair and transparent practices to all contractors. The compulsory interview is conducted to assess whether all the RP/P/T are full time employed by your company and station in Singapore.

10. **Why is an auditor required to certify that my foreign RP/P/T have remained in Singapore for at least 183 days in conjunction with A1/A2 grade application?**

    We have to ascertain that foreign RP/P/T remain in Singapore for at least 183 days to ensure level playing field for all contractors.

11. **How can I check whether my company's RP/P/T is eligible for CRS registration?** *As a guide, you can refer to the universities approved by the following;*
    i) Professional Engineers Board (PEB) – PEB Approved List of Universities
    ii) Board of Architects (BOA) – BOA Approved List of Universities
    iii) BCA – BCA Approved List of Universities

12. What Is CCPP?

The BCA Certified Construction Productivity Professional (CCPP) Scheme accords recognition and grooms a pool of competent construction professionals who would lead the push for sustained productivity improvement within the construction industry.

A BCA CCPP is envisioned to be a competent professional who has the knowledge and skills to plan, coordinate and implement initiatives and measures to continually improve the productivity of construction projects.

Your company's RP/P/T can register as a BCA CCPP by completing and submitting to BCA an Application Form and fulfil the requirements listed below:
a.   Complete the Certificate Course in Construction Productivity Management (CCPM)
b.   Submit a report for acceptance by BCA
c.   Clear an interview by Certification Panel

For more details on the application for BCA CCPP, please refer to
https://www1.bca.gov.sg/buildsg/productivity/bca-certified-construction-productivity-professional-scheme/qualification-for-ccpp

Participants in the Specialist Diploma in Construction Productivity ("SDCP") course may also apply to become BCA CCPP through the course.

13. What Is SDCP?

The Specialist Diploma in Construction Productivity ("SDCP") was introduced to include the latest emerging game-changing technologies and trends such as Building Information Modelling (BIM), Virtual Design & Construction, Pre-fabricated Bathroom Unit (PBU), Pre-fabricated and Prefinished Volumetric Construction (PPVC), and Cross Laminated Timber (CLT)to raise the bar for the construction industry in terms of attaining higher professional competency levels to achieve greater heights in construction productivity.

SDCP is a requirement for at least one of your company's RP/P/T for A1-B1 grade. It will also be a requirement for at least one of your RP/P/T in L6 grade for CR and ME workheads (except CR14, ME07 and ME13) from 1 Jan 2017. SDCP will not be required if one of your RP/P/T has obtained CCPP.

To enroll for the SDCP course, you can visit https://www.bcaa.edu.sg

For enrolment and enquiries on the SDCP, please drop us a feedback via
https://www.bca.gov.sg/feedbackform

14. What Is ACCP?

The 'Advanced Certificate in Construction Productivity' ("ACCP") aims to equip the construction industry professionals with the latest construction productivity trends and technology in order to attain higher technical competencies and drive construction productivities in their respective companies.

ACCP is a requirement for at least one of your company's RP/P/T for B2 grade. ACCP will not be required if one of your RP/P/T has obtained either the SDCP or CCPP.

To enrol for the ACCP course, you can visit https://www.bcaa.edu.sg

For enrolment and enquiries on the ACCP, please drop us a feedback via https://www.bca.gov.sg/feedbackform

15. What Is BCCPE?

The Basic Concept in Construction Productivity and Enhancement (BCCPE) is a mandatory course for at least one of your company's director (registered with ACRA) or RP/P/T if your company is registered under CW, CR, ME, with grades C1 to C3, L5 to L1, Single Grades and all grades for CR14, ME07 and ME13. The course will cover topics such as definition and measurement of productivity; improving construction productivity during planning, design and construction stage; site layout, deployment planning and site coordination; quality control and good management practices; and the use of Construction Productivity and Capability Fund to enhance productivity.

With cuts in MYE, your company must face the reality that the only way to move forward is to start embracing productivity in our industry.

BCCPE will not be required if one of your RP/P/T has either obtained CCPP, SDCP, ACCP or CCPM.

For BCCPE course enrolment, you can apply online at www.bcaa.edu.sg. Last minute walk-in or replacement of applicant is strictly not allowed on the day of session.

For BCCPE enquiry and scheduled dates, please drop us a feedback via https://www.bca.gov.sg/feedbackform

16. Why are audited accounts required for certain workheads and grades?

Although it is not required for companies to prepare audited accounts if their annual turnovers are less than $10 million, you may tender or carry out unlimited number of public sector projects at any time. Therefore, BCA has to ensure that your company is financially healthy and capable to tender and execute multiple projects at the same time for the government.

17. What are the documents required for track record?

For CW, CR and ME, you have to fill up Section D for each project. The client must endorse on both pages of Section D to verify the project value and assess your performance respectively. It must be accompanied with Award Letter / Work Order / Purchase Order and Substantial Completion Certificate (TOP or Statutory Completion are not acceptable as they do not reflect the actual date of substantial completion). Sections D can be downloaded from this link
www1.bca.gov.sg/procurement/pre-tender-stage/contractors-registration-system-crs

18. How do I check my application result?

Normally, it will take about two weeks for the result of your application. It may take longer for A1-B2 and L6-L5 grades. You may check your registration status in the BCA directory.

19. Can I retrieve my company's RP/P/T and previous track record?

Yes, all the information can be retrieved and amended when you submit the renewal application online at www.bca.gov.sg/eBACS

20. How do I update my firm's personnel and company particulars?

You can download the forms to update your firm's personnel and company particulars from this link
www1.bca.gov.sg/procurement/pre-tender-stage/contractors-registration-system-crs

In addition to the above, you can submit the latest audited accounts, valid management certifications (GGBS, ISO45001 & BizSAFE Level 3 etc), SDCP, ACCP, BCCPE and any relevant documents via https://www.bca.gov.sg/feedbackform

21. My application has been rejected, can I appeal for a refund?

There is no refund. You are expected to read the Terms of Registration and Specific Registration Requirements before considering whether there is a need to register with CRS (see FAQ 1 and FAQ 2).

OTHERS

22. The tender specifications for a government project require my company to obtain the C41 report from CRS. Can you give a copy to me?

Only government agencies, statutory boards and town councils have access to retrieve the C41 report from CRS. You can ignore this requirement when submitting your tender.

23. What are the conditions that my company can apply for transfer of workhead?

CRS will allow the transfer of workhead(s) if your company is going through structural reorganisation that result in change of UEN number, mergers or acquisitions. Applicants are to note that both the transferring company and the transferee will be held liable for any ongoing government projects at the time of transfer. You can apply online at www.bca.gov.sg/eBACS

24. My company's three-year registration period is still valid but we have been de-registered due to expired licence/insufficient technical personnel etc. We have no intention to reinstate this workhead but wish to re-register with another workhead. Is this possible?

Yes, it is possible, you have to inform us so that we can arrange for your application to be submitted as a new application and be entitled to a fresh three-year registration period. You can send your request via https://www.bca.gov.sg/feedbackform

25. I have just completed a public sector construction project and now undergoing Defects Liability Period. After this contract, I no longer intend to tender or carry out any more public sector projects. Do I still need to renew with CRS?

No, there is no need to renew. However, you will still need to fulfil all your current contractual obligations.

26. I am a BCA registered contractor. Can I make use of the BCA logo for my publicity materials?

BCA's logo cannot be reproduced or printed on materials such as company's name card, office stationery, promotional material, website, etc. However, if your company is registered with CRS, you may use the following text:

"BCA Registered Firm (for public sector works) – Workhead (Grade)". Notwithstanding this, BCA reserves the right, at its absolute discretion, to require your company to remove such text without giving any reason whatsoever, and will not be held liable for any loss or expense incurred by your company in removing the text.