



Republic of the Philippines
Department of Public Works and Highways
CENTRAL OFFICE
Registry of Contractors for Civil Works Projects
**Contractor's Confidential Application Statement
for Registration (CCASR)**

(Please read the attached Instructions)

I, _____ of legal age, with postal address at _____, after having been duly sworn in accordance with the law, hereby depose and say:

1. That I am the _____ of the _____ duly authorized to make this statement, as evidenced by the attached written authority from the proprietor/governing board of the firm,
2. That I hereby present the following information for registration with the Department of Public Works and Highways.

A. GENERAL INFORMATION

1. Name of Firm/Company : _____

- a. Head Office Address : Number: _____ Street Name: _____
Municipality/City: _____ Province: _____ Region: _____
Postal Code: _____ Country: _____
- b. Telephone Number : _____
- c. Fax Number : _____
- d. Email Address : _____
- e. Company TIN : _____

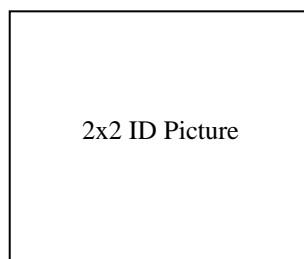
2. Foreign Contractors Only

- a. Nationality : _____
- b. Philippine Address : Number: _____ Street Name: _____
Municipality/City: _____ Province: _____ Region: _____
Postal Code: _____
- c. Telephone Number : _____
- d. Fax Number : _____
- e. Email Address : _____
- f. Percentage of Filipino Ownership : _____ (if applicable)

3. Person Managing the Affairs of the Firm: Attach Annex "A"

- a. Name : _____
- b. Designation : _____
- c. Tax ID No. : _____
- d. Birthdate : _____

e. Picture



f. Signature :

Signature

4. Authorized Liaison Officers: Attach Annex "B"

a. Name : 1. _____ 2. _____ 3. _____
b. Designation : 1. _____ 2. _____ 3. _____
c. Tax ID No. : 1. _____ 2. _____ 3. _____
d. Birthdate : 1. _____ 2. _____ 3. _____

e. Picture:

2x2 ID Picture

2x2 ID Picture

2x2 ID Picture

f. Signature:

Signature

Signature

Signature

A. LEGAL ASPECTS

1. Ownership

NAME(S) of Owner/Stockholders (for Corporation)	Tax ID Number (TIN)	Birthdate	Signature

2. City/Municipal Business Permit: Attach Annex "C"

Date issued: _____

Validity period: _____

Tax Identification Number: _____

3. BIR Tax Clearance (per EO 398, series of 2005): Attach Annex "H"

Date issued: _____

Validity period: _____

Tax Identification Number: _____

4. PhilGEPS Registration

Date issued: _____

Validity period: _____

Certificate Number: _____

B. TECHNICAL ASPECTS (Contractor's Work Experience)

1. PCAB License Information

Contractor Particulars (Please refer to your PCAB License)	
<input type="checkbox"/> Sole Proprietor: Attach Annex "D" <input type="checkbox"/> Partnership: Attach Annex "E" <input type="checkbox"/> Corporation: Attach Annexes "E" and "F"	Head Office Location (Region):
License Particulars	
License First Issue Date (mm/dd/yy) ___/___/___	License No.
Validity Period of this License/Renewal (mm/dd/yy)	From: ___/___/___ To: ___/___/___
Principal Classification:	Category
Other Classifications	
Registration Particulars	
Registration Date (mm/dd/yy): ___/___/___	Number:
Validity Period of this Registration (mm/dd/yy):	From: ___/___/___ To: ___/___/___
Kinds of Project	Respective Size Ranges

2. List of all contracts completed by the contractor both in government and in the private sector: Attach Annex "I"

Contract ID	Contract Name	Owner	Contractor's Role & Participation %	Contract Date		Categories of Work Code Refer to Attachment A	Dimensions Refer to Attachment A	Total As Built Cost Per Work Category (PhP)
				Start mm/dd/yy	Actual Completion mm/dd/yy			

3. List of all on-going contracts including those already awarded but not yet started, both in government and in the private sector: Attach Annex "J"
NOTE: Cost must be in Philippine Pesos computed on the date of the signing of the contract.

Contract ID	Name of Contract	Owner	Participation %	Contract Date		Percent		Categories of Work Code Refer to Attachment A	Dimen-sions	Estimated Total Cost per Work Category
				Start mm/dd/yy	Complete mm/dd/yy	WA	TE			

Key: WA = Work Accomplished TE = Time Elapsed

C. FINANCIAL ASPECTS (Amounts shall be in Philippine Pesos): Attach Annex "K"

	Amount
Total Assets	
Current Assets	
Total Liabilities	
Current Liabilities	
Total Net Worth	
Current Net Worth	
Gross Annual Turnover (construction)	

Taxpayer Identification Number (TIN) _____

D. AFFIDAVIT

I hereby certify that all information provided herein, including the annexes and enclosures thereto, is true and correct, and I hold myself liable, criminally or civilly, for any misrepresentation or false statement made herein.

I hereby authorize the Department of Public Works and Highways to investigate and verify the said information.

In witness thereof, I have hereunto affixed my signature this _____ day of _____, 20____ at _____, Philippines.

(Affiant)

(Republic of the Philippines)
PROVINCE/CITY OF _____)

SUBSCRIBED and SWORN TO before me this _____ day of _____, 20____ at _____ affiant exhibited to me his/her Community Tax Certificate No. _____ issued at _____ on _____.

Notary Public

Doc. No. _____
Page No. _____
Book No. _____
Series No. _____

Until 31 December 20 _____
PTR No. : _____
Issued at : _____
Issued on : _____
TIN : _____

CONTRACTOR'S CONFIDENTIAL APPLICATION STATEMENT FOR REGISTRATION (CCASR)

INSTRUCTIONS FOR CONTRACTOR'S APPLICATION

1. The Contractor-Applicant shall accomplish/answer all items in the Application Statement using the English language. Answers must be given to all questions in the aforesaid statement. All blanks shall be properly filled up. If necessary, additional sheets may be added to the form or, if the form has limited space, it can be reproduced and enlarged to suit the Contractor-Applicant's needs. Documents submitted on forms or in any format other than that prescribed in the aforesaid Statement shall be considered non-complying and will be rejected outright. Forms that may require attachments shall be clearly marked, i.e., Attachments to Form No.1; Attachments to Form No. 2, etc.

2. The information/data submitted by the Contractor-Applicant are to be used by the DPWH in determining, according to its judgment, the eligibility and qualification of the Contractor. In view thereof, Contractor-Applicants are encouraged to communicate with the DPWH for any clarification or interpretation of the documents. Requests for reconsideration will not be entertained on any erroneous interpretations or conclusions made by the Contractor-Applicant. A Contractor-Applicant submitting its qualifications as a prospective Contractor for review and consideration waives any claim against any decision thereon. The signing by the Contractor or his duly authorized representative of the Contractor-Applicant's Application Statement for Registration acknowledges the truth and correctness of all statements made therein; otherwise, the Contractor shall be liable for perjury as provided in the Revised Penal Code.

3. Aside from the main Contractor's Confidential Application Statement for Registration, the following documents shall be annexed to and form part of the Statement:

Annex "A"	Appointment or authority of the Authorized Manager of the Organization with specimen signature duly notarized.
Annex "B"	Appointment or authority of the officially designated Liaison Officer with specimen signature duly notarized and copies of two (2) valid Government ID's showing his/her proper identification.
Annex "C"	Certified True Copy of Contractor's PCAB License for the current year
Annex "D"	Certified True Copy of DTI (sole proprietorship), CDA (cooperatives) or SEC (corporation)
Annex "E"	Certified True Copy of Certificate of PhilGEPS Registration (Platinum Membership)
Annex "F"	Certified True Copy of Articles of Incorporation (if applicable)
Annex "G"	Certified True Copy of valid and current Mayor's Business Permit
Annex "H"	Certified True Copy of BIR Tax Clearance, per E.O. 398, series 2005
Annex "I"	Certified True Copy of Contract Agreement and of Certificate of Completion/Acceptance from the Implementing Office/Owner, with scope of work, and Contract cost for completed contracts
Annex "J"	Certified true copy of Contract Agreement from the Implementing Office/Owner, with scope of work, Contract costs and statement from the Implementing Office as to %WA and %TE for all ongoing contracts, and those already awarded but not yet started, including certified true copy of NTP.
Annex "K"	Audited Financial Statement as reflected in Contractor's Income Tax Return stamped received by the Bureau of Internal Revenue
Annex "L"	Letter authorizing verification of the integrity of the Registration documents

4. The Contractor's Confidential Application Statement for Registration, including Annexes, shall be submitted in one (1) envelope. The envelope should be captioned "Application for Registration" and submitted preferably to the DPWH Central Office: Procurement Service. All documents submitted shall be treated as confidential and will not be returned.
5. The DPWH will inform all applicants of the result of their application. It reserves the right to accept or reject any application without any liability to the affected applicants or any obligation to inform the applicants of the grounds for the action taken thereon.

Attachment A - TABLE OF MAJOR CATEGORIES OF WORK

Major Work Category Code	Work Category Description	Work Category Measure Code
BCB	Bridges: Construction - Bailey	lm.
BCSDP	Bridges: Construction - Steel (Superstructure) - with Driven Piles	lm.
BCSCP	Bridges: Construction - Steel (Superstructure) - with Cast-in-Place Piles	lm.
BCCDP	Bridges: Construction - Concrete (Superstructure) - with Driven Piles	lm.
BCCCP	Bridges: Construction - Concrete (Superstructure) - with Cast-in-Place Piles	lm.
BRHSDP	Bridges: Rehabilitation - Steel (Superstructure) - with Driven Piles	lm.
BRHSCP	Bridges: Rehabilitation - Steel (Superstructure) - with Cast-in-Place Piles	lm.
BRHCDP	Bridges: Rehabilitation - Concrete (Superstructure) - with Driven Piles	lm.
BRHCCP	Bridges: Rehabilitation - Concrete (Superstructure) - with Cast-in-Place Piles	lm.
BRTSDP	Bridges: Retrofitting - Steel (Superstructure) - with Driven Piles	lm.
BRTSCP	Bridges: Retrofitting - Steel (Superstructure) - with Cast-in-Place Piles	lm.
BRTCDP	Bridges: Retrofitting - Concrete (Superstructure) - with Driven Piles	lm.
BRTCCP	Bridges: Retrofitting - Concrete (Superstructure) - with Cast-in-Place Piles	lm.
BCCWOP	Bridges: Construction - Concrete (Superstructure) - without Piles	lm.
BCSWOP	Bridges: Construction - Steel (Superstructure) - without Piles	lm.
BRHCWOP	Bridges: Rehabilitation - Concrete (Superstructure) - without Piles	lm.
BRHSWOP	Bridges: Rehabilitation - Steel (Superstructure) - without Piles	lm.
BRTCWOP	Bridges: Retrofitting - Concrete (Superstructure) - without Piles	lm.
BRTSWOP	Bridges: Retrofitting - Steel (Superstructure) - without Piles	lm.
RCA	Roads: Construction - Asphalt	km.
RCG	Roads: Construction - Gravel	km.
RCP	Roads: Construction - PCCP	km.

RRA	Roads: Rehabilitation - Asphalt	km.
RRP	Roads: Rehabilitation - PCCP	km.
RCTP	Roads: Construction - Tunnel - PCCP	
RCSPNS	Roads: Construction - Slope Protection using non - structural measures (e.g. vetiver, coconet, other vegetation)	km.
RCSPS	Roads: Construction - Slope Protection using Structural Measures (e.g. Revetment, Retaining structures, Wirenet)	km.
RM	Roads: Maintenance	km.
BM	Bridges: Maintenance	km.
TEMS	Traffic Engineering and Management System (including Road Safety Devices)	lm.
BICWPLCDP	Buildings: Construction - with Piles - Low Rise - Concrete (Frame) - Driven Piles (1 to 5 Storeys)	storeys
BICWPLCCP	Buildings: Construction - with Piles - Low Rise - Concrete (Frame) - Cast-in-Place Piles (1 to 5 Storeys)	storeys
BICWOPLC	Buildings: Construction - without Piles - Low Rise - Concrete (Frame) (1 to 5 Storeys)	storeys
BICWPHCDP	Buildings: Construction - with Piles - High Rise - Concrete (Frame) - Driven Piles (6 & above Storeys)	storeys
BICWPHCCP	Buildings: Construction - with Piles - High Rise - Concrete (Frame) - Cast-in-Place Piles (6 & above Storeys)	storeys
BICWOPHC	Buildings: Construction - without Piles - High Rise - Concrete (Frame) (6 & above Storeys)	storeys
BICWPLSDP	Buildings: Construction - with Piles - Low Rise - Steel (Frame) - Driven Piles (1 to 5 Storeys)	storeys
BICWPLSCP	Buildings: Construction - with Piles - Low Rise - Steel (Frame) - Cast-in-Place Piles (1 to 6 Storeys)	storeys
BICWOPLS	Buildings: Construction - without Piles - Low Rise - Steel (Frame) (1 to 5 Storeys)	storeys
BICWPHSDP	Buildings: Construction - with Piles - High Rise - Steel (Frame) - Driven Piles (6 and above Storeys)	storeys
BICWPHSCP	Buildings: Construction - with Piles - High Rise - Steel (Frame) - Cast-in-Place Piles (6 and above Storeys)	storeys
BICWOPHS	Buildings: Construction - without Piles - High Rise - Steel (Frame) (6 and above Storeys)	storeys
BIR	Buildings: Repair	storeys
BIRTL	Buildings: Retrofitting - Low Rise	storeys
BIRTH	Buildings: Retrofitting - High Rise	storeys
FCG	Flood Control: Construction - Gates	unit
FCDG	Flood Control: Construction - Dam with Gates	unit
FCRB	Flood Control: Construction - Retarding Basin	cu.m.
FCSP	Flood Control: Construction - Shore Protection (Seawall, Breakwater)	lm.
FCSPNS	Flood Control: Construction - Slope Protection using non - structural measures (e.g. vetiver, coconet, other vegetation)	lm.

FCSPS	Flood Control: Construction - Slope Protection using Structural Measures (e.g. Revetment, Retaining structures, Wirenet)	lm.
FCD	Flood Control: Construction - Dams	cu.m.
FMDRE	Flood Control: Maintenance - Dredging, Desilting, River Rechanneling/Excavation Works	cu.m.
FCCE	Flood Control: Construction - Channel Excavation	cu.m.
HD	Harbors: Dredging	cu.m.
FCN	Flood Control: Construction - Drainage (Closed and open) Conduits	lm.
FCP	Flood Control: Construction - Pumping Station	unit
FCDKL	Flood Control: Construction - Dikes/Levees	lm.
FCBPS	Flood Control: Construction - Bank Protection Structure	
WSL1	Water Supply (Level 1): Construction (Shallow Wells/Rainwater Collectors)	lm.
WSL2&3	Water Supply (Level 2 & 3): Construction (Piped Water with Communal/Private Water Point)	
PCCWDP	Ports/Harbors: Construction - Causeway/Wharf - with Driven Piles	lm.
PCCWCP	Ports/Harbors: Construction - Causeway/Wharf - with Cast-in-Place Piles	lm.
PMCWDP	Ports/Harbors: Maintenance - Causeway/Wharf - with Driven Piles	lm.
PMCWCP	Ports/Harbors: Maintenance - Causeway/Wharf - with Cast-in-Place Piles	lm.

ANNEX "L"

LETTER AUTHORIZING VERIFICATION OF THE INTEGRITY OF REGISTRATION DOCUMENTS

Name of the Head of the Procuring Entity
Position of the Head of the Procuring Entity
Name of the Procuring Entity
Address

Dear _____:

(Name of Firm)

I hereby request that our application for inclusion of the above-mentioned firm in the DPWH Registry of Contractors for Civil Works be approved.

I am fully aware that:

- 1. all documents submitted in support of this application are subject to verification by the DPWH, and
2. any discovered misrepresentation of information and/or manifestations of fraud on the application documents submitted by our firm applicant or its Authorized Representative/Agent/Liaison Officer shall be subjected to investigation which may result in the disapproval/denial/suspension/revocation of this application and blacklisting of our firm and myself as its Authorized Managing Officer; and

Name and Signature
Authorized Managing Officer

Republic of the Philippines)
_____) S.S.

SUBSCRIBED AND SWORN TO before me this _____ day of _____, 20____
at _____; affiant exhibited to me his Community Tax Certificate No.
_____ issued at _____ on _____ 20 ____.

Doc. No. _____;
Page No. _____;
Book No. _____;

Name and Signature
NOTARY PUBLIC
(Until December 31, 20__)