

# QUALITY MARK FOR GOOD WORKMANSHIP CERTIFICATION SCHEME

## APPLICATION FORM

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This application form is to be submitted, together with the Project information sheets (2 sheets) duly completed and all required documents listed as per checklist to:

Director  
Building Certification & Ops Planning Department  
Building and Construction Authority  
52 Jurong Gateway Road  
#10-01 Singapore 608550

1. We, \_\_\_\_\_ (Developer / Builder) would like to apply for the Building and Construction Authority (“**BCA**”) to assess:  
  
(i) every unit in the project at \_\_\_\_\_ [state location] comprising building works (intended for private residential) (“**Project**”),  
  
for the purposes of determining the workmanship standards of the Project taking into account, amongst others, the Quality Mark for Good Workmanship Certification Scheme (“**Quality Mark**”) (“**Purposes**”). This application form and the supporting documents including the building information sheets comprise our application in respect of the Project for the Purposes (“**Application**”).
2. We understand that should our Application be approved, BCA will make an offer to enter into an agreement in respect of the Project for the Purposes via an email specifying the amount of fees to be paid and the terms of payment (“**BCA’s Offer**”). We understand our payment of the fees in accordance with BCA’s Offer shall constitute a valid acceptance of BCA’s Offer and upon payment of the fees in accordance with BCA’s Offer, an agreement between us and BCA will be concluded in respect of the Project for the Purposes on the day BCA receives payment of the relevant fees.
3. We further understand that should this Application be withdrawn after BCA’s Offer has been issued, an administrative charge to be determined by BCA shall be payable.
4. We confirm that all the information set out in this Application, including the information in the supporting documents, is true and accurate to the best of our knowledge and belief.
5. This Application is digitally signed and acknowledged by

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Name & Signature of Applicant

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Date

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Designation of Applicant

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Company’s Stamp

Rev Date: 26 May 2023

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### PROJECT INFORMATION (Sheet 1)

#### PROJECT DETAILS

|                                                     |                                                                                                   |                                                 |  |
|-----------------------------------------------------|---------------------------------------------------------------------------------------------------|-------------------------------------------------|--|
| Description of Project:                             |                                                                                                   |                                                 |  |
| Project Name: (Short)**                             |                                                                                                   |                                                 |  |
| CONQUAS Project ID:<br>(compulsory to fill)         |                                                                                                   | BP Project Ref:                                 |  |
| Builder:                                            |                                                                                                   |                                                 |  |
| Project Developer:                                  |                                                                                                   |                                                 |  |
| Parent Developer, JV, etc.<br>Please state, if any: |                                                                                                   |                                                 |  |
| Tender Call Date:                                   |                                                                                                   |                                                 |  |
| Reason for applying QM                              | *Contractual requirement / self-initiated by applicant / for BCA award / Others (please specify): |                                                 |  |
| Project Address/ Location:                          |                                                                                                   |                                                 |  |
| Expected TOP Date:                                  |                                                                                                   |                                                 |  |
| Total No. of Units                                  |                                                                                                   | Target Unit Score Set by Developer, if any:     |  |
| Expected Date of Commencement of Unit Assessment:   |                                                                                                   | Expected Date of Completion of Unit Assessment: |  |

\*Delete as applicable

\*\*please ensure that the short name does not exceed 30 characters

#### **Important Note:**

(i) This application for the Quality Mark for Good Workmanship Certification Scheme will only be considered by the Building and Construction Authority if the Project has applied for CONQUAS assessment.

(ii) The assessment will cover all locations within the units (bedrooms, bathrooms, kitchen, living & dining rooms, utility yard, balcony, private enclosed space, where applicable).

In addition, the assessment will also include waterponding test for bathrooms/toilets in all the dwelling units of the entire project.

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**PROJECT INFORMATION (Sheet 2)**

| Names of Contact Person for Assessment# | Handphone no. | E-mail Address |
|-----------------------------------------|---------------|----------------|
|                                         |               |                |
|                                         |               |                |
|                                         |               |                |

*# please furnish at least two (2) names*

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**CHECKLIST OF DOCUMENTS TO BE ENCLOSED WITH APPLICATION**

1. ☐ Layout, Sizes and Quantity of all unit types
2. ☐ Project Sales Brochure (if available)
3. ☐ Unit Assessment Schedule (to include information on planned date of assessment & units to be assessed)
4. ☐ Method Statements on : Waterproofing works, Stone and Tiling works, Timber laying and Window Installation
5. ☐ Details of shareholding if JV Builders or Developers

✓ in ☐ where documents are enclosed

If you have any queries concerning the Scheme, please contact Mr Wong Chee Hong at 6804 4406 or e-mail at [wong\\_chee\\_hong@bca.gov.sg](mailto:wong_chee_hong@bca.gov.sg) or Mr Linn Naing Win at 6730 4488 or e-mail at [linn\\_naing\\_win@bca.gov.sg](mailto:linn_naing_win@bca.gov.sg).