

Application for Registration in the List of Construction Companies invited by IAM to Execute Construction Works

First Application

How to process

Documents to be submitted:

1. Application form [008/DEM](#) (Available at all public services centres of the Municipal Affairs Bureau (IAM) free of charge or downloadable at IAM's website);
2. Copy of applicant's identification document, with the original required to be produced;
3. The original or copy of Certificate of Business Registration stating all information about registration of the company or natural business owner. If the copy is submitted, its original is required to be produced;
4. Copy of Tax Demand Note of this year's Business Tax issued by the Financial Services Bureau, with its original required to be produced;
5. The original or copy of certification document of this year's registration of implementation of construction project at the Land and Urban Construction Bureau. If the copy is submitted, its original is required to be produced;
6. Original Financial statement certifying the financial capability of the applicant (must be issued by a locally registered bank);
7. An Equipment List with specification of the locations for equipment placement;
8. The declaration of the technical staff in charge whose identification document is required to be produced;
9. The original or copy of certification document of this year's registration of the technical staff in charge at the Land and Urban Construction Bureau. If the copy is submitted, its original is required to be produced;
10. A staff list of the company;
11. Detailed and itemized list of contracted works with specification of the year in which the works were executed.

Locations for processing the procedure and office hours

Location:

Integrated Services Centre

Avenida da Praia Grande, n.^{OS} 762-804, Edifício China Plaza, 2.º andar, Macau

Northern District Public Services Centre :

Rua Nova da Areia Preta, n.º 52, Centro de Serviços da RAEM, Macau

Northern District Public Services Centre –Toi san Station :

Avenida de Artur Tamagnini Barbosa, n.º 127, Edifício D.^a Julieta Nobre de Carvalho, Bloco B, R/C, Macau

Northern District Public Services Centre - Fai Chi Kei Station :

Rua Nova do Patane, Habitação Social de Fai Chi Kei, Edifício Fai Tat, Bloco II, R/C, Lojas G e H, Macau

Central District Public Services Centre :

Rotunda de Carlos da Maia, n.^{OS} 5 e 7, Complexo da Rotunda de Carlos da Maia, 3.º andar, Macau

Central District Public Services Centre –S.Lourenço Station:

Rua de João Lecaros, Complexo Municipal do Mercado de S. Lourenço, 4.º andar, Macau

Islands District Public Services Centre :

Rua de Coimbra, n.º 225, 3.º andar, Taipa Centro de Serviços da RAEM das Ilhas

Islands District Public Services Centre-Seac Pai Van Station:

Avenida de Vale das Borboletas, Complexo Comunitário de Seac Pai Van, 6.º andar, Coloane

Office hours: Mondays to Fridays 9:00 am - 6:00 pm

Note: no lunch break

Fees

Application fee: Not Applicable

Form fee: Not Applicable

Stamp Duty: Not Applicable

Deposit: Not Applicable

Fees, Charges and Prices List: Not Applicable

Time required for processing

Processing time: Depend on the circumstances of individual cases

Remarks/ points to note for application

Important note: Availability of all required documents.

Relevant standards or requirements

N/A

Progress enquiry and obtaining result of service

N/A

Formalities

- First Application
- Cancellation

Last Update : 23/05/2022