

Where to find the Construction Contact Centres:

Gauteng Province
No. 2 Lategan Road
Blocks N & R SABS Campus
Groenkloof Pretoria
Tel: 012 482 7200

Eastern Cape
Department of Public Works
Qhasana Building
Independent Avenue, Bisho
Tel: 0861 327 222

KwaZulu-Natal
Department of Public Works
428 Blink Bonnie Road
Mayville, Durban
Tel: 0861 596 222

Western Cape
140 Long Street
Cape Town
Tel: 061 927 222



Avoid common causes of contractor registration delay

Construction is one of the fastest growing sectors in South Africa's economy. 40% of construction investment is made by government, which creates many business opportunities for contractors. By law, contractors who are awarded construction contracts in the public sector must be registered with the cidb.

At the cidb, we understand that registration is a necessity for your business, which is why we are committed to providing a timely and efficient registration service to all contractors.

Non compliance - a major problem with applications

Non compliant applications are those which are not completed correctly. Common errors include failure to provide supporting documents, and supplying incorrect contact details or no contact details at all. To help us process your application timeously, please ensure that your application is accompanied by all the documents required for the specific grade for which you are applying. By supplying us with the correct contact details, you will also make it easier and quicker for the cidb to contact you, should the need arise.

The registers checklist - a guide to compliance

The cidb has compiled a checklist of application requirements for different grades. It is in your interests to go through the checklist and ensure that all relevant documents required to support each application have been submitted to the cidb. Contractors can obtain copies of the registration checklist from any of the Construction Contact Centres (CCCs) or from the cidb website www.cidb.org.za

Grading gives you competitive business advantage

Remember that you are not just registering to be on a database. You are registering to be graded in terms of the cidb grading designations. To ensure that you are graded according to your capability, please provide the cidb with all the relevant supporting documents. Refer to the checklist mentioned above to see what documents are required by the grade for which you are applying.

By supplying all relevant information, you will help the cidb to verify your information and assess your application without delay. Your contractor grading designation is made up of two elements:

1. The maximum tender value of projects you may perform, and
2. The specified class of works, such as General Building (GB), Civil Engineering (CE), Electrical Engineering (EE) or Specialist Works (SW).

Certificate of completion must come from the client!

Note: Grade 1 applicants don't need to submit certificate of completion.

For any other grade, please ensure that you have a certificate of completion that is issued by the client, or the client's representative. The cidb accepts a track record of previous work done for either the public or private sector. You can also use work done as a joint venture partner to prove your track record. Be sure to supply the cidb with the joint venture agreement. The cidb also accepts sub-contracted work as proof of track record, provided that you have submitted a sub-contract agreement.



Tax clearance certificates

Every registered contractor must supply cidb with a new and valid tax clearance certificate issued by SARS every year, to avoid having their registration suspended. A tax clearance certificate is only valid for twelve months.

cidb registration - an open and transparent process

All applications go through various stringent levels of assessment to ensure a fair, open and transparent process of registration and grading. These measures also protect the integrity of the register and the grading system. An open and transparent process also eliminates the risk of corruption and favouritism. Please report any inappropriate or suspicious behaviour to our anonymous fraud reporting line on: 0800 11 2432

Construction Contact Centres - for easy access to services

The cidb and Departments of Public Works in KwaZulu-Natal, the Eastern Cape and Western Cape have established Construction Contact Centres to provide contractors with easy access to registration services.

cidb Call Centre - quick access to information

The cidb call centre, accessible on 0860 103 353, makes it convenient for contractors to trace the status of their applications telephonically. Unfortunately, the call centre is also inundated with calls from many contractors who have not submitted compliant applications. This often makes it difficult for other contractors, who have followed the procedures correctly, to access this important service.

Contractors can also use the cidb website www.cidb.org.za to check if they have been successfully registered.

Potentially Emerging (PE) status

If you are a potentially emerging contractor and you wish to be recognised as such, include this information in your application. A PE status is not automatically granted. Contractors must apply for it by completing the relevant section in the registration form, which requires information on management and control.

About the Register of Contractors

The National Register of Contractors has been established in terms of the CIDB Act 38 of 2000, and requires that all contractors performing construction works for the public sector are registered. Registration allows contractors to compete in a sustainable environment. The Register of Contractors also provides a framework for contractor development.

