

MANUAL PENGGUNA
(KONTRAKTOR)
PERAKUAN PENDAFTARAN PROJEK
KONTRAKTOR ASING
(PPP)

14/02/2024 v.01

Login in CIMS

<https://cims.cidb.gov.my/smis/regcontractor/index.vbhtml>

Key-in the url in your browser.

Login via given user ID and password

Click **Registration > Project Registration (PPP) > Apply** button

The screenshot displays the CIMS (Centralized Information Management System) web application interface. The top navigation bar includes the CIMS logo, user information (CAMELIA [Contractor]), and utility icons (Information, Notification, English, My Account, Logout). The main content area is divided into sections: 'Registration' and 'Project Registration'. The 'Registration' section contains two cards: 'PPKA REGISTRATION' and 'Sijil Perolehan Kerja Kerajaan Asing (SPKKA)', each with a 'View Registration' button. The 'Project Registration' section contains a card for 'Perakuan Pendaftaran Projek (PPP)' with an 'Apply / View' button. A red box highlights the 'Registration' menu item in the left sidebar and the 'Project Registration' section. A black arrow points to the 'Apply / View' button in the 'PPP' card.

Click **Add Project** if wants to
Declare a New Project

Project Registration Details

Add Project

Project Ref No	Verified Status	Project Name	Project Value	Project Start Date	Project End Date	Application No.	Status	Certificate	Action
----------------	-----------------	--------------	---------------	--------------------	------------------	-----------------	--------	-------------	--------

System displays the *Project Registration Details*

> Key-in/select all required information at all option selected, one by one

CIMS Centralized Information Management System

Information Notification English - My Account Logout

21/02/2023 | 12:35 ? Help

HOME Profile

PROJECT DETAILS CONTRACTOR DETAILS CLIENT DETAILS CONSULTANT DETAILS CONTACT DETAILS

Project Information

- Contract Title *
(Note: Contract Title must be similar as what stated in LA Document)
- Total Contract Value *
(Note: The value should include GST)
 RM
- Contract Type *
- Contract Reference No/Letter Reference No *
- Letter of Award Date *
- Project Sector *
- Project Type *
- Construction Method
- Using Building Information Modelling (BIM)?
 Yes No

Project Dates

- Commencement Date *
- Expected Completion * Date

Main Site Address

- Main Site Address *
- PostCode *
- State *
- District *

[Add Additional Site Address](#)
(Please add if there is any other site address apart from the Main Site Address above)

Additional Site Address

S.No	Site Address	Postcode	District	State	Status	Action
------	--------------	----------	----------	-------	--------	--------

Number of Workers

> Key-in/select all required information at all option selected, one by one

Centralized Information Management System

YouTube
https://youtube.com

Information Notification English - My Account Logout

HOME Profile 21/02/2023 | 12:35 Help

• Project Type *

• Construction Method
Conventional / Konvensional

• Using Building Information Modelling (BIM)? Yes No

[Add Additional Site Address](#)
(Please add if there is any other site address apart from the Main Site Address above)

S.No	Site Address	Postcode	District	State	Status	Action
------	--------------	----------	----------	-------	--------	--------

Number of Workers

• Number of Malaysian Workers

• Other Construction Workers

• Total number of Workers

LA Document Upload

Please upload LA / PO / Contract in pdf file format: *

Upload Letter of Award

Save as Draft Next

View : Contractor Details

> Key-in/select all required information at all option selected, one by one

CIMS
Centralized Information Management System

Information | Notification | English - | My Account | Logout

HOME | Profile | 21/02/2023 | 12:35 | Help

PROJECT DETAILS | **CONTRACTOR DETAILS** | CLIENT DETAILS | CONSULTANT DETAILS | CONTACT DETAILS

Contractor Type

Please select the correct contractor type.
If you are a main contractor then choose "Main contractor" option, If you are Sub Contractor then choose "sub contractor" option and if you are a NSC contractor then choose "NSC contractor" option.

Please state if you are the Main/Sub/NSC contractor? *

Main Contractor Sub Contractor NSC Contractor Developer/Client Others Konesel

Joint Venture

Please specify is it a Joint Venture or not.
If you are awarded has joint venture, then choose "Yes" option.

Is it a Joint Venture? Yes No

Main Contractor Information

- Contractor Company Reg.No
- Contractor Company Name

contractor? *

Joint Venture

Please specify is it a Joint Venture or not.
If you are awarded has joint venture, then choose "Yes" option.


• Is it a Joint Venture? Yes No

Main Contractor Information

• Contractor Company Reg.No

• Contractor Company Name

DOCUMENT UPLOAD

Please upload Notis Memulakan/Menyambung Kerja
Pembinaan : 

[Upload Document](#)

[Save as Draft](#)

[Next](#)

View : Contractor Details

> Key-in/select all required information at all option selected, one by one

CIMS
Centralized Information Management System

Information | Notification | English - | My Account | Logout

HOME | Profile | 21/02/2023 | 12:35 | Help

PROJECT DETAILS | **CONTRACTOR DETAILS** | **CLIENT DETAILS** | CONSULTANT DETAILS | CONTACT DETAILS

- Company Reg. No: Enter SSM/ROS/SKM/Form B(Sabah)/Form I(Sarawak) number
- Client Name* (Project Owner/ Pemilik Projek): Company Name
- Address: Address
- PostCode: Postcode
- State*: Please Select
- District: Please Select
- Phone*: Phone
- Email: Email Address

Save as Draft | Next

View : Consultant Details

> Key-in/select all required information at all option selected, one by one

The screenshot displays the CIMS Centralized Information Management System interface. The top navigation bar includes the CIMS logo, a home icon, a profile icon, and the date/time '21/02/2023 | 12:35'. On the right, there are links for Information, Notification, English, My Account, and Logout. Below the navigation bar, a tabbed menu shows 'CONSULTANT DETAILS' selected and highlighted with a red box. The main content area contains a form with the following fields:

- Consultant Type: A dropdown menu.
- Name: A text input field labeled 'Consultant Name'.
- Address: A text input field labeled 'Consultant Address'.
- State: A dropdown menu labeled 'Please Select'.
- Phone: A text input field.
- Email: A text input field labeled 'Email address'.

An 'Add' button is located below the form fields. At the bottom of the page, there is a table with the following columns: S.No, Consultant Type, Name, Address, State, Phone, and Email. Below the table, there are two buttons: 'Save as Draft' and 'Next'.

View : Contact Details

> Key-in/select all required information at all option selected, one by one

The screenshot displays the CIMS (Centralized Information Management System) interface. The top navigation bar includes the CIMS logo, user information (Information, Notification, English, My Account), and a Logout button. The main navigation menu shows tabs for PROJECT DETAILS, CONTRACTOR DETAILS, CLIENT DETAILS, CONSULTANT DETAILS, and CONTACT DETAILS (highlighted with a red box). The CONTACT DETAILS form contains the following fields:

- Person Name Submitting this Information* (Submitting Person Name)
- IC / Passport Number* (IC / Passport Number)
- Handphone* (Handphone)
- Email* (Email Address)

A blue banner below the form contains the following text:

Saya dengan ini bersetuju bahawa,*

1. Semua maklumat yang diisytihar adalah **BENAR**
2. Pemilik dan Pengarah syarikat akan **BERTANGGUNGJAWAB** sepenuhnya ke atas pengisytiharan melalui Sistem CIMS yang dibuat dan boleh dikenakan apa-apa **TINDAKAN** sekiranya CIDB mendapati terdapat sebarang ketidaktepatan atau pemalsuan di dalam pengisytiharan tersebut.
3. Kontraktor hendaklah mengisytiharkan dan menzahirkan butir-butir kerja-kerja pembinaan yang telah berubah dan siap sempurna sepenuhnya kepada CIDB melalui Sistem CIMS.
4. Kontraktor akan dikenakan tindakan sekiranya melakukan apa-apa kesalahan yang telah diperuntukan di dalam Akta 520 dan semua perkara yang terkandung di dalam Syarat-syarat Pendaftaran Kontaktor

At the bottom right of the form, there are two buttons: **Save as Draft** and **Submit to CIDB**.

> Confirm your details and click on submit button to submit the project

The screenshot displays the CIMS (Centralized Information Management System) interface for ASIAPACIFIC ADVISORY SERVICES SDN. BHD. (674198-X). The user is logged in as 'camelia' on 21/02/2023 at 12:35. The main navigation includes PROJECT DETAILS, CONTRACTOR DETAILS, CLIENT DETAILS, CONSULTANT DETAILS, and CONTACT DETAILS. The current view shows a confirmation dialog box titled 'Please Confirm your details below' with the following information:

CLIENT DETAILS	CONSULTANT DETAILS	CONTACT DETAILS
Contract Title :	Proposed I Intake, Rav	
Project Type :	Infrastructure	Contractor Type : Main
Contract Type :	Design and Built Contract	Total Levy : To be advised
Total Contract Value :	1	

A yellow box contains the following text:

Please click on the confirm and submit button to submit the project

Please Note.
The Board will review the declared project. If eligible for levy, levy will be imposed and the information will be sent to the registered email address.

At the bottom of the dialog, there are two buttons: 'Cancel' (red) and 'Confirm and Submit' (blue). A black arrow points to the 'Confirm and Submit' button. In the background, there are buttons for 'Save as Draft' and 'Submit to CIBB'.

> Declaration is successfully submitted

The screenshot displays the CIMS Centralized Information Management System interface. The top navigation bar includes the CIMS logo and the text 'Centralized Information Management System'. On the right side of the navigation bar, there are links for Information, Notification, English (with a US flag), My Account, and Logout. Below the navigation bar, there are buttons for HOME and Profile. The main content area shows a green notification box with the following text: 'Thank you. Declaration of Construction project is successfully submitted. Please Note. The Board will review the declared project. If eligible for levy, levy will be imposed and the information will be sent to the registered email address.' The date and time '21/02/2023 | 12:46' and a Help icon are visible in the bottom right corner of the interface.

Click Registration > Project Registration (PPP) > Apply button

The screenshot displays the CIMS Centralized Information Management System interface. The top navigation bar includes the CIMS logo, user information (CAMELIA [Contractor]), and utility icons for Information, Notification, Language (English), My Account, and Logout. The main navigation menu on the left lists: Dashboard, Registration (highlighted with a red box), Project Declaration and Levy, Score, Competency management, and Construction Personnel. The main content area is titled 'Registration' and contains two sections: 'Registration' and 'Project Registration'. The 'Registration' section has two cards: 'PPKA REGISTRATION' and 'Sijil Perolehan Kerja Kerajaan Asing (SPKKA)', each with a 'View Registration' button. The 'Project Registration' section has one card: 'Perakuan Pendaftaran Projek (PPP)' with an 'Apply / View' button. A red box highlights the 'Project Registration' section, and a black arrow points to the 'Apply / View' button. The right sidebar contains 'Registration Information' (with details like Registration No: 0320), 'Payments Due', 'Inbox', and 'Outbox'. The top right corner shows the date and time: 21/02/2023 | 12:47.

View Project Registration Details

1. Click **Apply** to continue to payment of PPP process and certificates fee

The screenshot displays the CIMS Centralized Information Management System interface. At the top left is the CIMS logo. The top right contains navigation links for Information, Notification, English (language selector), My Account, and Logout. A teal navigation bar includes HOME, Profile, and a date/time display (21/02/2023 | 12:48) with a Help icon. Below this is the 'Project Registration Details' section with an 'Add Project' button. A table lists project details, with the 'Action' column for the first row containing an 'Apply' button highlighted by a red box.

	Project Ref No	Verified Status	Project Name	Project Value	Project Start Date	Project End Date	Application No.	Status	Certificate	Action
View	BD022023022114767		Proposed Developm e		01/12/2022	01/06/2025				Apply

Click **Make Payment** at the payment info page

The screenshot displays the CIMS Centralized Information Management System interface. At the top left is the CIMS logo. The top right navigation bar includes links for Information, Notification, English (with a dropdown arrow), My Account, and Logout. A teal navigation bar below contains HOME, Profile, the date and time 21/02/2023 | 12:49, and a Help icon. A yellow banner contains the following text:

- Sila buat bayaran dalam tempoh **14 hari dari tarikh permohonan dihantar (bermula pada 21/02/2023 sehingga 07/03/2023)**. Sekiranya tiada bayaran diterima selepas tarikh tersebut, permohonan akan terbatal secara automatik.
- Bayaran boleh dibuat melalui:
Pembayaran secara atas talian (online) melalui sistem CIMS - Perbankan Internet / Kad Debit / Kad Kredit sahaja.

Below the banner are two buttons: a green 'Pay Later' button and a blue 'Make Payment' button. The 'Make Payment' button is highlighted with a red rectangular border.

Click **Proceed with Payment** at the payment info page



PROFORMA INVOICE					
-				Proforma Invoice No :	
-				Proforma Invoice Date : 21/02/2023	
50470 KUALA LUMPUR WILAYAH PERSEKUTUAN KUALA LUMPUR				Due Date : 28/02/2023	
				Reference No :	
				Receipt No :	
#	Description	Qty	Unit Price (RM)	Discount (RM)	Amount (RM)
1	FI PROSES PENDAFTARAN - PERAKUAN PENDAFTARAN PROJEK (PPP) (R46)	1	50.00	0.00	50.00
2	FI PENDAFTARAN - PERAKUAN PENDAFTARAN PROJEK (PPP) (R46)	1	5,000.00	0.00	5,000.00
				Total (RM)	5,050.00
				Total Amount (RM)	5,050.00

***Remarks:**

FPX (B2C) - Retails/Individual Account

FPX (B2B1) - Corporate Account (min RM 1,000)

CCX - Credit/Debit Card

Payment Option

[Back to Module](#)

[Proceed with Payment](#)

View page : Transaction Successful

Success! - Transaction Successful

PROFORMA INVOICE					
50470 KUALA LUMPUR WILAYAH PERSEKUTUAN KUALA LUMPUR				Proforma Invoice No : P Proforma Invoice Date : 21/02/2023 Due Date : 28/02/2023 Reference No : W4601..... Receipt No : IPHQF	
#	Description	Qty	Unit Price (RM)	Discount (RM)	Amount (RM)
1	FI PROSES PENDAFTARAN - PERAKUAN PENDAFTARAN PROJEK (PPP) (R46)	1	50.00	0.00	50.00
2	FI PENDAFTARAN - PERAKUAN PENDAFTARAN PROJEK (PPP) (R46)	1	5,000.00	0.00	5,000.00
				Total (RM)	5,050.00
				Total Amount (RM)	5,050.00

***Remarks:**

FPX (B2C) - Retails/Individual Account
FPX (B2B1) - Corporate Account (min RM 1,000)
CCX - Credit/Debit Card

* Payment Option

[Back to Module](#)

Transaction Date	Customer Id	FPX Transaction Id	
21/02/2023 12:50:30	324601		Details

View page : Transaction Details

CIMS
Centralized Information Management System

Information | Notification | English - | My Account | Logout

HOME | Profile | 21/02/2023 | 12:51 | Help

Transaction Details

[Print Receipt](#)

Receipt No	IPHC.....
Receipt Date	21/02/2023 12:51:05
Invoice No	PFH.....

Sila kembali ke Laman Utama

After newly declare Project is verified by CIDB, Project will be listed in the table with verify Status

Notes : Project with PPP Certification can be selected to add Specialization

The screenshot displays the CIMS (Centralized Information Management System) interface. At the top left is the CIMS logo. The top right contains utility icons for Information, Notification, Language (English), My Account, and Logout. A teal navigation bar includes HOME, Profile, and a Help icon. The main content area is titled "Project Registration Details" and features an "Add Project" button. Below this is a table with the following data:

	Project Ref No	Verified Status	Project Name	Project Value	Project Start Date	Project End Date	Application No.	Status	Certificate	Action
View	BD0222222222222222		Proposed Development (01/12/2022	01/06/202533	Pending		