

QUANTITY SURVEYORS SERVICES

QUANTITY SURVEYORS SERVICES

REGULATOR	MINISTRY OF WORKS (BOARD OF QUANTITY SURVEYORS MALAYSIA)
CPC CODE	
PROV CPC CODE	
ACT	QUANTITY SURVEYORS ACT 1967 (ACT 487)
DEFINITION	“Quantity Surveyors Consultancy Practice” means a sole proprietorship, partnership or body corporate incorporated under the Companies Act 1965 [Act 125], in providing Consulting Quantity Surveyors services and is registered by the Board of Quantity Surveyors Malaysia.

1. BUSINESS REGISTRATION

QUANTITY SURVEYING SERVICES

- You can also register your Quantity Surveying Consultancy Practice by registering with Board of Engineers Malaysia. www.bsqm.gov.my

PARTNERSHIP

- Registering a partnership. www.ssm.com.my

COMPANY (INCLUDING MULTI DISCIPLINARY PARTNERSHIP)

- Incorporating a limited liability / public company www.ssm.com.my

2. PRINCIPAL APPROVAL

- Application for Registration of Body Corporate as an Quantity Surveyors Consultancy Practice from Board of Quantity Surveyors Malaysia. www.bqsm.gov.my

3. PREMISE

RENTING A PREMISE

- If you are renting an existing premise space, you are advised to enter into a tenancy agreement.

RENOVATING A PREMISE

- You are allowed to renovate your premise, however it is subject to Local Council’s approval. (Kuala Lumpur – www.dbkl.gov.my)

CONSTRUCTING A BUILDING

- You are required to obtain Construction Approval from a Local Council to construct a building. You are also required to engage Professional Architects / Engineers to facilitate the application. (Kuala Lumpur – www.dbkl.gov.my)

QUANTITY SURVEYORS SERVICES

4. EMPLOYMENT

REGISTERING WITH GOVERNMENT AUTHORITIES

Once you have hired your staff, you are required to register with:

- EPF (Employee Providence Fund) – www.kwsp.gov.my
- SOCSO (Social Security Organisation) – www.perkeso.gov.my
- IRBM (Inland Revenue Board Malaysia) – notify new employee. www.hasil.org.my

5. OPERATIONAL APPROVAL

WORK PERMIT

- **Expatriates:** You can get Work Permit from Immigration Department. www.imi.gov.my

QUANTITY SURVEYOR STAFF

- **Professional Quantity Surveyors** – registration with Board of Quantity Surveyors Malaysia. www.bsqm.gov.my

6. TAXATION

CORPORATE TAX

- Your company is required to pay corporate tax to IRBM (Inland Revenue Board of Malaysia). www.hasil.org.my

INDIVIDUAL / EMPLOYEE INCOME TAX

- You are required to facilitate your employees' income tax with IRBM. www.hasil.org.my

SERVICE TAX LICENCE & SERVICE TAX

- You may be required to apply for a Service Tax Licence from Royal Malaysian Customs Department. The service tax collected must be paid to Customs. www.customs.gov.my

QUANTITY SURVEYORS SERVICES

6. TAXATION (continue..)

PROPERTY TAXES

- You are required to pay Assessment Tax at the Local Council annually. (Kuala Lumpur - www.dbkl.gov.my)
- You are required to pay Quit Rent Tax to the Land Office annually. (Kuala Lumpur - www.ptgwp.gov.my)