

REFERENCE OF TENDER	DESCRIPTION OF TENDER	TIME PERIOD OF TENDER	DEPARTMENT/DIVISION / UNIT REQUESTING TENDER	FEES	CLOSING DATE NOT LATER THAN 2.00PM	FOCAL PERSON
KK/35/2023/ESTETRIPASH(TC)	<p>THREE (3) YEARS COMPREHENSIVE MAINTENANCE AND REPAIR FOR AUTOMATIC DOORS AND SECURITY ACCESS DOORS AT RAJA ISTERI PENGIRAN ANAK SALEHA HOSPITAL</p> <p><u>Eligibility For Tenderers:</u> Registered with Ministry of Health and Ministry of Development</p> <p><u>Class:</u> III and above</p> <p><u>Category:</u> E01</p>	3 YEARS	RIPAS HOSPITAL	\$50.00	7 TH MARCH 2023	<p><i>Muhammad Sani Bin Abd Rahim Unan</i> <i>Penolong Pengarah Pemeliharaan Bangunan dan Kenderaan Hospital Raja Isteri Pengiran Anak Saleha</i> <i>Negara Brunei Darussalam</i> <i>Contact No.: 2242424 EXT 8637/8640/2222</i> <i>e-mail: sani.rahim@moh.gov.bn</i></p>

NOMBOR TAWARAN : KK/35/2023/ESTETRIPASH(TC)

**KEMENTERIAN KESIHATAN
NEGARA BRUNEI DARUSSALAM**

**THREE (3) YEARS COMPREHENSIVE MAINTENANCE AND
REPAIR FOR AUTOMATIC DOORS AND SECURITY ACCESS
DOORS AT RAJA ISTERI PENGIRAN ANAK SALEHA HOSPITAL**

YURAN TAWARAN : \$50.00

NOMBOR RESIT :

TARIKH TUTUP : HARI SELASA, 7HB MAC 2023

JAM : 2.00 PETANG

KEPADA :

**PENGERUSI LEMBAGA TAWARAN KECIL
PETI TAWARAN, TINGKAT BAWAH
BANGUNAN KEMENTERIAN KESIHATAN
COMMONWEALTH DRIVE
BANDAR SERI BEGAWAN BB 3910
NEGARA BRUNEI DARUSSALAM**

(CLUSTERING)

SECTION 2

SPECIFICATIONS

**INVITATION TO TENDER FOR THREE (3) YEARS COMPREHENSIVE
MAINTENANCE AND REPAIR FOR AUTOMATIC DOORS AND SECURITY ACCESS
DOORS AT RAJA ISTERI PENGIRAN ANAK SALEHA HOSPITAL.**

SPECIFICATIONS

1. GENERAL

- Tenderers are sought from suitably qualified contractors who wish to be considered for Three (3) Years Comprehensive Maintenance and Repair (hereinafter referred to as “Maintenance Services”) for Automatic Door at the following sites:
 - Raja Isteri Pengiran Anak Saleha (RIPAS) Hospital:
 - 1) RIPAS Hospital Old Building
 - 2) Women & Children Building
 - 3) Specialist Building

- The duration of the services is for **Three (3) years**.

2. SCOPE OF WORKS

- The Contractor shall provide Maintenance Services for all Automatic Door as specify, inclusive of all necessary spare parts, replacement parts and materials to keep the Automatic doors in good working condition and order.
- The Ministry of Health (hereinafter referred to as “the Ministry”) reserves the right to amend the schedule of equipment, either by addition or deletion, as the equipment becomes liable for the maintenance under this tender, or is taken out of service.
- The Maintenance Services are as follows:-
 - Preventive Maintenance
 - Corrective Maintenance
- The Contractor is also required to carry out “special service calls” (service calls between regular scheduled preventive maintenance service calls) at no extra charge to the Ministry of Health, when requested and found by the Superintending Officer to be necessary to keep the Automatic doors in good working condition and order.
- The Contractor shall also provide standby site attendance of **two (2) qualified personnel**, whenever requested by the Superintending Officer during special events at no extra charge. Such personnel must be present at the specified site at least **two (2) hours** before the event, to carry out testing of the Automatic doors.
- The Contractor shall provide emergency minor adjustment on a 24-hour basis for Automatic doors breakdowns, as soon as such breakdowns are reported, if necessary

2.1 Preventive Maintenance

- The Contractor shall carry out scheduled or routine preventive maintenance as set out in **Summary of Tender**.
- Preventive maintenance shall be carried out during Government working hours : 07.45 am – 12.15 pm & 01.30 pm – 04.30 pm
- The Contractor shall prepare and submit a quarterly work schedule covering the preventive maintenance and major overhaul **two (2) weeks** in advance for approval.
- Preventive Maintenance shall be planned and carried out so as to cause minimum inconvenience and disruption to the operation.
- The Contractor shall ensure that the downtime of the Automatic doors is kept to a minimum of one (1) day. A penalty of **B\$50.00 per day** for the particular Automatic Door shall be imposed on the Contractor if the said period is exceeded and that, it is in the opinion of the Superintending Officer, the equipment ought reasonably to have been put back to service.
- All materials specified to be used on the routine preventive maintenance visits but not limited to such as grease, oil, distilled water and cleaning materials shall be included in the cost of the service.
- Within fourteen (14) days of being awarded the Tender, the Contractor shall submit a work schedule for Three (3) years duration to Superintending Officer.
- This work schedule must clearly show the actual working time, day/date, month, names of each service team and type of maintenance (“W” indicates two weeks; “M” indicates monthly; “Q” indicates quarterly; “H” indicates every six months or biannually; “A” indicates annually) for each routine preventive maintenance to be carried out.
- The Contractor shall ensure that his personnel comply with the work schedule while carrying out the routine preventive maintenance.
- Where necessary, the Superintending Officer reserves the right to shift the schedule maintenance date to alternative date/s, in conjunction with a VIP visit to any of the sites with or without prior notice.

2.2 Corrective Maintenance

- The Contractor shall also perform corrective maintenance on the Automatic doors.
- This service shall be provided free of charge with unlimited breakdown calls per year.
- Corrective Maintenance shall be performed **AT ANY TIME (inclusive of public holidays)** upon notification by the Superintending Officer or his representative.
- The Contractor shall dispatch his service engineer to a site specified by the Superintending Officer or his representative within **[30 Minutes]** after being notified in writing or telephone that the Automatic Door is inoperative. A penalty of **B\$50.00 per hour** shall be imposed for every hour or part thereof of the response time is exceeded.
- After responding to the response time, the contractor and/or his personnel shall produce and submit a report of the fault or breakdown to the Superintending Officer prior to proceeding with rectifying the fault or breakdown.
- The service engineer shall complete any repair or replacement of parts within **3 days** from the time the service engineer arrives at the specified site. A penalty of **\$50.00 per day** shall be imposed if the said downtime is exceeded and that, it is in the opinion of the Superintending Officer, the equipment ought reasonably to be put back to service.
- To ensure immediate response by the Contractor and/or his personnel, the Contractor shall submit contact numbers of his personnel to enable the Superintending Officer or his representative for reporting faults and breakdowns.

3. INSTALLATION NOT OPERATIONAL

- In the event of a fault being found which requires the Automatic doors to be switched off immediately, whether for immediate repair or to prevent the fault developing into a dangerous condition or becoming more expensive to repair, the Contractor shall immediately inform the Superintending Officer of the site affected.
- If the fault has developed into a breakdown where the major spare part has be repaired or replaced, the Contractor shall provide an estimated time for the repair or replacement to be carried out.

4. DEFECTS DURING MAINTENANCE SERVICES

- When any defects in any of the Automatic doors performance is identified by the Contractor during the maintenance services, the Contractor shall be responsible for making good such defects.
- Where the defects may cause danger to any persons or property of the use of the Automatic doors, the report must be made within two (2) days of the last inspection.
- The Contractor shall give due importance to safety at all times. Appropriate notices shall be posted at all doors whenever service/repair/safety test are being carried out.

5. CANCELLATIONS etc

- For all cancelled or postponed maintenance services, the Contractor is required to give in writing the reasons for not carrying out such works on the scheduled date/s.
- The Ministry reserves the right to arrange alternative dates/times to perform the outstanding maintenance services or make deductions from the charges/invoices submitted for payment.

6. CONTRACT PRICE AND PAYMENTS

- The proposed Contract Sum shall be deemed to cover all costs involved in performing the Maintenance Services including all costs, charges and expenses for labour, spare parts, materials, consumables, tools, equipment, transport, documentation, insurance, taxes, duties, overheads and any other necessary items. This proposed Contract Sum shall remain fixed and firm for the Three (3) years duration.
- The Contractor shall submit invoices (in 3 copies) of the previous month **on the first week of each month** for each site. All claims shall be addressed to:

<p><i>Head Of Maintenance</i> <i>Estate Maintenance Section</i> <i>Raja Isteri Pengiran Anak Saleha Hospital</i> <i>Negara Brunei Darussalam</i></p>
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- Payment will only be made after submission of the invoice and other related documents such as the certified original and duplicate service reports by the Superintending Officer and monthly breakdown/maintenance report.
- If only one maintenance services is performed in a month instead of two (2), then the Contractor shall invoice only fifty percent (50%) of the maintenance costs.

7. FAULT REPORTING

- The Contractor shall respond immediately to faults reported by the Superintending Officer or his representative.
- The Call Out Time – the period of time commencing when a fault condition is reported by the Superintending Officer or his representative, received by the Contractor and ends when the Contractor’s personnel arrives at the site and starts work – shall **not exceed one (1) hour**.
- A penalty of **B\$50.00 per hour** shall be imposed upon the Contractor for every hour or part thereof of the Call Out time is exceeded.
- The Contractor shall submit contact numbers of his personnel to enable the Superintending Officer or his representative for reporting faults and breakdowns.

8. REPLACEMENT PARTS, SPARE PARTS, MATERIALS etc

- The Contractor shall supply all replacement parts, spare parts and consumables necessary for the proper operation, preventive maintenance and breakdown repairs of the Automatic Door.
- The Contractor shall ensure that these are genuine parts approved by the manufacturer/s, and here new parts or materials are to be used shall be sought in advanced.
- The Contractor shall not be liable to replace parts, materials and consumables due to vandalism.
- The Contractor is required to keep all spare parts in stock at all times. Major items which are of high cost such as motor, and unlikely to be required within one year need not be stocked. However, it is **essential** for the Contractor to have a spare motor where the site is served by one Automatic Door only.
- The contractor shall give **(12) months warranty period** to all replacement parts and repair after works completed.
- The contractor is responsible to do the maintenance works for the affected doors at which replacement of parts has been done until the warranty ends in the event other contractor is awarded for the next tender.
- Any dismantling/relocation/reinstallation works to allow replacement of parts to be completely done is under contractor’s own costs.
- Markings/Labeling i.e. using stickers should be done at every door at which replacement of parts have been completely done which are not limited to the following details: -
Name of parts replaced/repared :
Completion date :
Warranty period :

9. DISPATCH OF ITEMS OF EQUIPMENT FOR OVERHAUL OR REPAIR

- The Contractor shall bear all costs in the dispatch of any parts or module of the Equipment for overhaul, repair or reprogrammed, including the costs for packing, carriage and insurance.

10. USE OF SITE

- The Contractor shall not use any of the sites for any purpose other than that of carrying out Maintenance Services stipulated in these Specifications.
- The Contractor shall, at all times, keep the sites clear and free from all surplus materials, rubbish, debris arising from the execution of the works and keep the sites in clean conditions.

11. HEALTH AND SAFETY PRECAUTIONS AGAINST FIRE, NOISE CONTROL, etc

- The Contractor shall provide all necessary measures to comply with all health and safety regulations and rules currently in place. The Contractor shall also comply with all orders and instructions given to him from time to time by the Superintending Officer with regards to health and safety of persons in the vicinity of any site, site regulations and the work in general.
- The Contractor shall take all reasonable precautions to prevent loss or damage by fire, comply with existing fire regulations and all instructions given to him by the Superintending Officer with regards to fire precautions and prevention.

12. SUPERVISION AND PERSONNEL

- To ensure the proper and efficient execution of the Maintenance Services, the Contractor shall provide and employ **two (2) qualified and competent workers** to perform the Maintenance Services on a full-time basis.
- The Contractor shall ensure that such personnel are properly trained, employed by the Contractor throughout the duration of this Tender.
- The Contractor is required to submit a list of names, addresses, qualifications, experiences and other relevant information that the Superintending Officer may require, of all persons that shall be employed for the performance of the Maintenance Services. Any amendments made to the list shall be submitted in writing within five (5) days upon knowledge that any person has been added or deleted from the list during the period of the contract.

- The Superintending Officer reserves the right to remove, reject or replace any persons employed by the Contractor, who in the opinion of the Superintending Officer is not competent to execute the Maintenance Services, and shall direct the Contractor to replace such person/s.
- Within fourteen (14) days of being awarded of this Tender, the Contractor is required to submit the following information relating to stand-by mechanics to facilitate the Ministry and Fire and Rescue Services Department to make contact in case of any emergency:
 - Names
 - Contact Address
 - Telephone / Facsimile Number(s)
- The Contractor shall nominate supervisor/s for the purpose of administrative and on-site supervision. Such nominated persons may be called for interviews prior to the ward of the Tender.
- The Contractor shall ensure that his workers possess the necessary employment passes if they are employed outside Brunei Darussalam.
- **All** personnel employed by the Contractor shall be neatly and properly attired in uniforms.

13. INSURANCES

- The Contractor shall warrant that he will maintain at his own expense, comprehensive general liability, errors and omissions, workers' compensation, public liability, property damage and automobile liability insurance. Upon request by the Government, the Contractor shall furnish certificates showing that such insurance is in effect and will not be cancelled or changed in the absence of a prior 30-days' written notice to the Government.

14. INSPECTION

- The Superintending Officer has the authority to inspect and test any part or the whole of the Auto doors at any time but not to open-up, disconnect, adjust or alter any setting, component of control, except to operate the external switches and controls.
- The Superintending Officer reserves the right to ask the Contractor or his representative during a routine maintenance visit or by giving seven (7) days written notice to carry out a supervised installation test.

- Any defects found during the test which would affect the installation's performance, safety or life shall be corrected without delay. If the defect can reasonably be attributed to negligence or incompetence on the part of the contractor's expense, the cost of correcting the defect shall be borne by the Contractor and at no extra charge to the Ministry.

15. LOG BOOKS AND REPORTS

- A record of the work done on each maintenance visit shall be noted in a maintenance log book by the Contractor, to be kept where possible.
- The log book must show the following information:
 - Document each incident of Auto Doors defect or multifunction;
 - Date, time and duration of work performed on the Auto Door/s; and
 - A description of the reason for the work done (whether preventive maintenance or corrective maintenance)
- Completion of the maintenance visit shall be confirmed in writing by the Senior mechanic/engineer.
- The log book must be available for inspection by the Superintending Officer at any time.
- The Contractor shall also submit Maintenance Service Reports in format acceptable to the Government and shall include the following information:
 - the Auto Door reference number;
 - the job number;
 - the date the job was completed;
 - date, time and total time the Auto Door is made unavailable to the Government; and
 - the comments of the person requesting the Maintenance Service.

16. EQUIPMENT AND TOOLS

- To enable the mechanics/engineers to carry out their work efficiently, safely, accurately and without any risk of causing excessive wear to the Automatic doors being serviced, all mechanics/engineers employed by the Contractor must be equipped with an adequate tool kit.
- To carry out installation and testing works, the Contractor must be in possession of the following measurement instruments:-
 - Megger – insulation resistance
 - Multitester – AC & DC voltage; DC current & resistance
 - Tong Tester – AC current

- The Contractor must also be in possession of other maintenance tools, grease gun, hand-held blowers, vacuum cleaners etc.

17. SECURITY

- Where maintenance services is to be carried out within a secure area, the Contractor shall provide to the Superintending Officer full details of all his personnel and vehicles requiring access to the site, not less than seven (7) days before entry is required. Details shall include the following particulars:-
 - Name
 - Address
 - Identity card number / passport number
 - Gender
 - Citizenship
 - Expiry date of work pass (for foreign workers)
- Where security passes are issued to the Contractor's personnel, the Contractor is responsible for the proper use of the passes.
- The Contractor shall ensure that the passes are immediately returned to the authorities when they are no longer required due to the employee not being engaged to work at the secured area, or if the employee has left the Contractor's employment.

18. OFFICE AND WORKSHOP

- The Contractor is required to maintain an office in Brunei Darussalam at his own expense where he can easily be notified by telephone of any maintenance or breakdowns relating to the lifts or dumbwaiters.
- The Contractor shall maintain an equipped workshop to carry out inspection, small repairs and testing of electrical and/or mechanical spare parts.
- The Superintending Officer reserves the right to enter and inspect the workshop at any time during the Contractor's working hours. Where such entry into the Contractor's premises would create conflict with confidential information or work for the Contractor, a twenty-four (24) hour written notice will be given to the Contractor. The Contractor will ensure that a member of his staff will accompany the Superintending Officer at all times during the visit.

SCHEDULE I

PLANNED PREVENTIVE MAINTENANCE SCHEDULE

MAINTENANCE & SERVICING SCHEDULE

1. The maintenance schedules set out below shall serve as a general guide for routine preventive maintenance services. The maintenance schedules as recommended by the equipments' manufacturers and in the equipments' manuals shall be adopted in addition to these schedules. The Contractor shall familiarizes himself with the said recommended maintenance schedules.
2. The frequencies of maintenance may be adjusted, by mutual agreement, to suit the duty and conditions of operation of the equipments.
3. The maintenance schedules set out below do not include instructions for every component part of each item of equipment, but the Contractor is expected to carry out the usual maintenance process in accordance with normal trade practices and to meet specific requirements of the equipments' manufacturers' recommendations.
4. Where follow-up work, after carrying out routine maintenance, is considered necessary which involves further repairs, the Contractor shall notify the Superintending Officer of the extent of the repairs before proceeding with the work.
5. Certain terms used frequently in the maintenance schedules below are defined as follows :-

EXAMINE : To make a careful and critical scrutiny of an item carried out without dismantling, by using the senses of sight, hearing, smell and touch to verify that the equipment is in working order.

TEST : To operate the equipment and/or use the appropriate testing instruments to ensure that the equipment is functioning correctly.

CHECK : To make a thorough inspection for damage, wear or deterioration; also to ascertain that the equipment is correctly adjusted to conform to the required standard.

NB. In addition to establishing the normal functioning of equipment the “EXAMINE”, “TEST” and “CHECK” as defined above must include verification of the satisfactory state of all safety aspects.

A. Checking & Service Automatic Doors (Preventive Maintenance)

1. Ensure that the closing & opening speed of the doors are to the requirements of the end-users periodically. Adjust speed according to end-user's requirements.
2. Check & test each individual beam detectors are functioning properly. Ensure that the beam detectors are cleaned & free from dust & any obstacles. Replace any faulty ones.
3. Clean & grease all door rails to ensure the doors open & close quietly & smoothly.
4. Check all gaskets and rubber strips are in good condition, replace them if necessary.
5. Check for any broken glass panels on the doors and replace immediately.
6. Simulate a power failure & check that the doors can be smoothly opened manually.
7. Clean all doors including glass panels.
8. Remove any obstacles which may hinder the proper functions of the auto doors especially the opening & closing radius/length of the automatic doors.
9. Check the functionalities of the key switches, replace the faulty ones.
10. Check the foot inductive and hand sensor switches, replace the faulty parts.
11. Attend any breakdown calls on the same day.
12. Check safety beam switches, replace the faulty ones.
13. Check all electrical terminations of power & control cables.
14. Check the functionalities of the security access door panels.
15. Check the magnetic door closers.
16. Simulate a fire mode to ensure the security access doors are interlock with the fire alarm panel.
17. Check the emergency switch for the security access door system.

Tenderer are required to include prices of maintenance for a period of **five years**.

NO	DESCRIPTION	LOCATION	SERVICE PRICE	
			Quarterly	TOTAL
1	Quarterly checking and service Automatic Doors	RIPAS Block & Specialist Building	X 58 UNITS	\$
2		Women & Children Block	X 78 UNITS	\$
TOTAL			PER YEAR	\$
GRAND TOTAL			THREE YEARS	\$

Note

Corrective Maintenance

DESCRIPTION	LOCATION	UNITS
AUTOMATIC DOORS	RIPAS Block & Specialist Building	58 UNITS
	Women & Children Block	78 UNITS
SECURITY ACCESS DOORS	RIPAS Block & Specialist Building	75 UNITS
	Women & Children Block	101 UNITS

SCHEDULE II

SPARE PARTS LIST

Ref No.	PART DESCRIPTION (As described below or approved equivalents of per material schedule)	UNIT	NET PRICE TO SUPPLY & INSTALL
1	Gear motor rating based on the kilowatt of the faulty motor. Brand:-		
a	Besam	No	
b	Deper	No	
c	Tormax	No	
2	Power supply unit including transformer	No	
3	Micro processor controller of different model.	No	
4	Pulley c/w accessories	No	
5	Idle pulley spring stopper	No	
6	Belt	No	
7	Terminal switch.	No	
8	Foot Inductive switch c/w face cover.	Set	
9	Safety beam switch c/w controller.	Set	
10	Key switch.	No	
11	Automatic door guide (floor mounted).	No	
12	Hand sensor c/w faceplate	No	
13	600mm x 600mm & below tempered glass for the door c/w frame	No	
14	Door motion sensor	No	
15	Magnetic lock	Set	
16	Security door access panel with keypad	No	
17	Auto door closer	No	
18	Door IP intercom unit	No	

19	Indoor IP intercom unit	No	
20	P.O.E switch	No	
21	Power supply unit	No	
22	Change password (Door access)	No	
23	Card programming (Door access)	No	
24	Wire Multi station intercom		
a)	Handset with wired	No	
b)	Internal speaker	No	
c)	24 watt 4 amp voltage power adapter	No	
d)	Cat 5e data cables	m	
e)	Power supply cable	m	
		TOTAL B\$	

SCHEDULE III

LIST OF TOOLS

**TOOLS AND INSTRUMENTS TO BE USED
THROUGHOUT THE CONTRACT PERIODS**

Items No:-	Names of Tools/Instrument	Size/Range	Quantity	Y/N
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Note:- Tenders are required to fill in List of Tools and Instruments used throughout the contract.

SECTION 3

FORMS TO BE USED

SECTION 3
FORMS TO BE USED
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SCHEDULE A

TENDER FORM

To:

TENDER REFERENCE NO: _____

INVITATION TO TENDER FOR THREE (3) YEARS COMPREHENSIVE MAINTENANCE AND REPAIR FOR AUTOMATIC DOORS AND SECURITY ACCESS DOORS AT RAJA ISTERI PENGIRAN ANAK SALEHA HOSPITAL.

TENDER OF (*name of tenderer*)

Company/Business Registration No: _____

Tender Closing Date _____

ITEM	DESCRIPTION	QTY	PRICE FOR 1 YEAR	PRICE FOR 5 YEARS
1.	Preliminaries	L/Sum		
2.	Cost of Planned Preventive Maintenance	1 Lot		
GRAND TOTAL				

1. We offer and undertake on your acceptance of our Tender to provide the above mentioned Services in accordance with your Invitation To Tender.
2. Our Tender is fully consistent with and does not contradict or derogate from anything in your Invitation To Tender. We have not qualified or changed any of the provisions of your Invitation To Tender.
3. We shall execute a formal agreement in the appropriate form set out in Section 4 "Contract" of the Invitation To Tender together with such further terms and conditions, if any, agreed between the Government and us.

4. OUR OFFER IS VALID FOR **SIX (6)** CALENDAR MONTHS FROM THE TENDER CLOSING DATE.
5. When requested by you, we shall extend the validity of this offer.
6. We further undertake to give you any further information which you may require.

Dated this day of 20

Signature of authorised officer of Tenderer

Tenderer's official stamp

Name:

Designation:

SCHEDULE B

INFORMATION SUMMARY

- 2.1 Tenderers shall provide in this Schedule the following information:
- (a) Management summary
 - (b) Company profile [including Contractor and sub-contractor(s), if any]
 - (c) Years of experience (as of the Tender Closing Date) of the Contractor and sub-contractor(s) in the:
 - **Maintenance and repair for automatic doors and security access doors.**
 - (d) Minimum manpower proposal for the project which will be full time on site
 - (e) Other information which is considered relevant.

SCHEDULE C

SUB-CONTRACTORS

- 3.1 Tenderers shall complete Table 3.1 with information about all the companies involved in the provision of the services and items specified in this tender. This shall include details about the Contractor and each sub-contractor involved, as well as their respective responsibilities.
- 3.2 Tenderers shall also indicate in Table 3.1 any alliance relationship established with each sub-contractor. An alliance is defined as a formal and binding business relationship between the allied parties.

Table 3.1 Responsibility Table

		Alliance Relationship between Contractor and Sub-Contractor(s)		
Company Name	Responsibility Description	Alliance Exists? (Y/N)	Date Established	Alliance Description
Contractor				
		Not Applicable	Not Applicable	Not Applicable
Sub-Contractor(s)				

SCHEDULE D

COMPANY'S BACKGROUND

- 4.1 Each of the companies involved in this tender, including Contractor and sub-contractor(s) (if any), shall provide information on the company's background, scope of operations, financial standing and certified copy of its Certificate of Incorporation or Certificate of Registration with the Ministry of Development.

SCHEDULE E

REFERENCES

- 5.1 Tenderers shall submit a list of customers in Table 4.1 to whom the Contractor has provided similar services and items as specified in this tender in the recent 5 years as of the Tender Closing Date.

Table 5.1 References of previous customers

Customer Name & Address	Customer Type (Gov't or Quasi-Gov't)	Contact Person	Title	Contact Number Fax Number & Email Address

*Note: Tenderers shall indicate whether the customer is a Government or Quasi Government organisation. A Quasi Government is defined as an organisation which (1) is managed and controlled by the Government; or (2) has at least 50% shares being held by the Government. Please leave the column blank if the customer is neither a Government or Quasi Government organisation.

- 4.2 The Ministry of Health shall treat all the information submitted under this schedule in strict confidence.
- 4.3 The Ministry of Health reserves the right to contact the references for tender assessment purposes.

SCHEDULE F

PENGAKUAN PENENDER
TENDERER'S DECLARATION

Rujukan Tawaran <i>Tender Reference</i>	
Tajuk Tawaran <i>Tender Title</i>	
Kementerian / Jabatan <i>Ministry / Department</i>	

Saya/Kami, (Isi kan nama setiap pemilik syarikat/pemegang saham di bawah)
I/We (Fill in all the proprietor/share holders' name below)

Bil. No.	Nama Name	Nombor Kad Pengenalan Brunei / Passpot Antarabangsa <i>Brunei Identity Card / International Passport Number</i>	Warna Colour	Tandatangan Signature
1				
2				
3				
4				
5				

Beralamat / *Address*

Membuat **PENGAKUAN** seperti berikut / *make the following DECLARATION :*

- 1 Saya / Kami yang bernama di atas,
I/We as the name stated above,
¹adalah pemilik berdaftar sebuah Firma yang bernama
A registered proprietor of

(Isikan nama firma / *fill in the firm's name*)
Dengan alamat perniagaan di,
With its place of business at

(atau / or)

ⁱⁱ adalah pemegang saham dalam sebuah Syarikat yang bernama
A shareholder in a Company,

Dengan alamat berdaftar di / *having its registered address at*

Yang telah menghadapkan Tawaran untuk projek yang disebutkan di atas;
Which has submitted a Tender Proposal in the above mentioned project;

1. ⁱⁱⁱ Saya / Kami **tidak memiliki Firma (Firma-Firma) / Syarikat (Syarikat-Syarikat lain;** (sila lihat nota 3 dan 4 dibawah dan potong jika tidak berkenaan).
I/We do not own any other firm(s) / Company(ies); (see notes 3 and 4 below and delete where appropriate).
2. ^{iv} Saya/Kami adalah juga **pemilik / pemegang saham** dalam senarai **Firma (Firma-Firma) / Syarikat (Syarikat-Syarikat)** yang dinyatakan dalam Lampiran I
I/We also the propretor / shareholder in the list of firm(s) / Company(ies) described at Annex 1.

DAN saya/ kami selanjutnya membuat **PENGAKUAN** bahawa sepanjang pengetahuan saya/kami, Firma (Firma-Firma)/Syarikat (Syarikat-Syarikat) saya/kami yang dinyatakan dalam Lampiran 1 ini, tidak mengemukakan Tawaran untuk projek yang disebutkan di atas.
*AND I/We further **DECLARE** that to the best of my/our knowledge, none of my./our other firm(s)/Company(ies) set out in Annex 1, have submitted a Tender Proposal for this project.*

3. Saya/Kami juga membuat **PENGAKUAN** selanjutnya:
*I/We also hereby **DECLARE**:*
 - a. Bahawa sepanjang pengetahuan saya/kami, isteri/suami saya/kami atau Firma (Firma-Firma) Syarikat-Syarikat) kepunyaan isteri/suami saya/kami, tidak menghadapkan Tawaran untuk projek yang disebutkan diatas;
that to the best of my/our knowledge, neither my/our spouse or his/her firm(s)/Company(ies) have submitted a Tender Proposal for the abovementioned project; and
 - b. Bahawa saya/kami tidak berpakat sulit dengan Firma (Firma-Firma) / Syarikat (Syarikat-Syarikat) atau dengan sesiapa dalam menghadapkan Tawaran untuk projek yang disebutkan di atas;
that I/We have not colluded with any other firm(s)/Company(ies) or any other person or entity in submittinf the Tender Proposal for the above mentioned project.
4. Saya/kami menyedari sepenuhnya, jika saya/kami memberi maklumat yang palsu bagi pengakuan ini, kami akan melakukan kesalahan yang boleh didakwa dibawah Kanun Hukuman Jenayah Bab 182 yang disertakan di LAMPIRAN I.
I/We fully aware that if I/We gave any information which is false, I/We committing an offence for which I/We liable to prosecution under the Penal Code. I/We also aware of Section 182 of the Penal Code reproduced below in Annex 1.

5. Saya/Kami juga difahamkan bahawa Firma/Syarikat saya/kami tidak akan dipertimbangkan bagi mengikuti Tawaran projek ini sekiranya sebarang maklumat dalam pengakuan ini tidak benar.

I/We also understand that my/our firm/Company will be disqualified for this tender in the event any information given herein is found to be false.

6. Saya/Kami memberi kuasa kepada _____ untuk menandatangani surat pengakuan ini sebagai pihak saya/kami sendiri dan sebagai wakil saya/kami untuk mengikatkan saya/kami dan Penender kepada perkara-perkara yang dinyatakan dalam Surat Pengakuan ini.

I/We hereby authorize _____ to sign this Tenderer's Declaration on my/our behalf and also on behalf of the Tenderer to bind ourselves and the Tenderer to the matters set out in this declaration.

Padaharini _____ haribulan _____, 20.

Dated this day _____ of _____, 20

(Namadan Tandatangan)

(Name and Signature)

^v(Pemilik Syarikat / CEO / Pengarah)

(The Owner of Co / CEO / Director)

(Cop Syarikat)

(Company Stamp)

ⁱMasukkan disini jika orang yang membuat pengakuan adalah milik atau adalah seorang pemilik berdaftar Syarikat atau Nama Perniagaan.

Fill in here if an Owner of a Business Name

ⁱⁱMasukkan disini jika orang yang membuat pengakuan adalah pemegang saham dalam sebuah Syarikat (Sdn. Bhd)

Fill in here if a shareholder in a Company (Sdn. Bhd)

ⁱⁱⁱPotong perenggan 3 jika orang yang membuat pengakuan TIDAK memiliki Firma-Firma / Syarikat-Syarikat lain.

If you DO NOT own other firms/Companies, please delete paragraph 3.

^{iv}Potong perenggan 2 jika orang yang membuat pengakuan adalah pemilik atau pemegang saham dalam Firma-Firma / Syarikat-Syarikat lain.

If you the Owner or Shareholder of other firms/Companies, please delete paragraph 2.

^vHendaklah ditandatangani oleh Pemilik Syarikat atau Ketua Pegawai Eksekutif atau Pengarah.

Must be signed by the Owner of Co or CEO or Director.

*Pengakuan Penender
Tenderer's Declaration*

LAMPIRAN 1
ANNEX 1

Mengikut perenggan 3 dalam pengakuan di atas, saya/kami menghadapkan senarai Firma (Firma-Firma) yang saya/kami menjadi pemiliknya seperti berikut:

Pursuant to paragraph 3 of the above declaration, I/We submit the following list of Firm(s) which I/We the proprietor of :

No	Nama / Name	Firma / Firm
1		
2		
3		
4		
5		
6		
7		
8		

Mengikut perenggan 3 dalam pengakuan di atas, saya/kami menghadapkan senarai Syarikat (Syarikat-Syarikat Sendirian Berhad) yang saya/kami menjadi pemiliknya seperti berikut:

Pursuant to paragraph 3 of the above declaration, I/We submit the following list of Company(ies) which I/We a shareholder of :

No	Nama / Name	Syarikat / Company
1		
2		
3		
4		
5		
6		
7		
8		

Bab 182 Kanun Hukuman Jenayah (Penggai 22 Undang-Undang Negara Brunei Darussalam)
Sections 182 of the Penal Code (Cap 22 of the Laws of Brunei)

182. Barang siapa memberi kepada seseorang pegawai awam apa-apa maklumat yang diketahui atau dipercayai sebagai palsu, dengan maksud menyebabkan, atau dengan mengetahui bahawa kemungkinan akan menyebabkan pegawai awam tersebut :-

Whoever gives to any public servant any information which he knows or believes to be false, intending thereby to cause, or knowing it likely that he will thereby cause, such public servant :-

(a) Melakukan atau meninggalkan apa-apa perkara yang pegawai awam itu seharusnya tidak melakukan atau tidak meninggalkan sekiranya keadaan yang sebenar, berkenaan dengan hal yang dimaklumkan itu, telah diketahui; atau
To do or omit anything which such public servant ought not do or omit if the true state of facts respecting which such information is given were known by him; or

(b) Menggunakan kuasanya yang sah disisi undang-undang yang mendatangkan kecederaan atau gangguan kepada seseorang.
To use the lawful power of such public officer to the injury or annoyance of any person.

Akan menerima hukuman penjara sehingga 6 bulan atau didenda sebanyak \$4,000.00 atau dengan keduanya.

Shall be punished with imprisonment of either description for a term which may extend to 6 months, or with fine which may extend to \$4,000.00 or with both.

LISTS OF COMPANY AND OWNERSHIP

NO	COMPANY NAME	OWNERSHIP	I.C NO & ADDRESS

SCHEDULE G
LIST OF PERSONNEL

ENGINEER

Name: _____

Brunei I/C No & Colour: _____

Date of Issue: _____

Valid until: _____

Qualification:

Experience:

FOREMAN/ SUPERVISOR

Name: _____

Brunei I/C No & Colour: _____

Date of Issue: _____

Valid until: _____

Qualification:

Experience:

TECHNICIAN

Name: _____

Brunei I/C No & Colour: _____

Date of Issue: _____

Valid until: _____

Qualification:

Experience:
