

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/07/2025/ESTETMOH(TC)	<p>PREVENTIVE MAINTENANCE SERVICES FOR EFFLUENT DECONTAMINATION SYSTEM, AUTOCLAVE CCTV AND ACCESS CONTROL SYSTEM AT CLINICAL MOLECULAR DIAGNOSTICS LABORATORY FOR INFECTIOUS DISEASES (CMDLID) FOR PERIOD OF THREE (3) YEARS</p> <p><u>Eligibility for Tenderers:</u></p> <p>Registered with Ministry of Health and Ministry of Development</p> <p><u>Class:</u> II or above</p> <p><u>Category:</u> M01, M03 and E01</p>	3 YEARS	ESTET MANAGEMENT & PROJECT DEVELOPMENT	\$30.00	18 TH FEB 2025	<p>Acting Assistant Director of Project Development Estet Management & Project Development Ministry of Health Negara Brunei Darussalam Contact No.: 2381640 ext. 7926/7924/7928</p>

TENDER REFERENCE NO.: KK/07/2025/ESTETMOH(TC)

**MINISTRY OF HEALTH
NEGARA BRUNEI DARUSSALAM**

**PREVENTIVE MAINTENANCE SERVICES FOR EFFLUENT
DECONTAMINATION SYSTEM, AUTOCLAVE CCTV AND
ACCESS CONTROL SYSTEM AT CLINICAL MOLECULAR
DIAGNOSTICS LABORATORY FOR INFECTIOUS
DISEASES (CMDLID) FOR PERIOD OF THREE (3) YEARS**

TENDER FEES : \$30.00

RECEIPT NO. :

CLOSING DATE : ON TUESDAY, 18TH FEBRUARY 2025

TIME : 2.00 PM

FOA :

**THE CHAIRMAN
MINI TENDER BOARD, TENDER BOX
GROUND FLOOR, MINISTRY OF HEALTH
COMMONWEALTH DRIVE
BANDAR SERI BEGAWAN BB3910
NEGARA BRUNEI DARUSSALAM**

(CLUSTERING)

TENDER REF. NO.: KK/07/2025/ESTETMOH(TC)

INVITATION TO TENDER

PREVENTIVE MAINTENANCE SERVICES FOR EFFLUENT DECONTAMINATION SYSTEM, AUTOCLAVE, CCTV, AND ACCESS CONTROL SYSTEM AT CLINICAL MOLECULAR DIAGNOSTICS LABORATORY FOR INFECTIOUS DISEASES (CMDLID) FOR A PERIOD OF THREE (3) YEARS

SPECIFICATIONS

1. GENERAL

Tenderers are sought from suitably qualified contractors who wish to be considered for the provision of preventive maintenance services (hereinafter referred to as "Maintenance Services") for **Effluent Decontamination System (EDS), Autoclave, CCTV, Access Control System** at sites located at Schedule I.

The duration of the Services is for **THREE (3) YEARS**

To enable the proper evaluation of the Tender, Tenderers must complete the list of registered personnel with full details of their qualifications and experiences for Mechanical and Electrical engineering works as set out in **Section 3** in the Invitation To Tender.

2. SCOPE OF WORK

The Contractor shall provide Maintenance Services for Effluent Decontamination System (EDS), Autoclave, CCTV, Access Control System as listed out in **Schedule I**, inclusive of all necessary consumables part, tools and materials to keep the system 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

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, when requested and found by the Superintending Officer (hereinafter referred to as "S.O.") to be necessary to keep the system in good working condition and order.

The Contractor shall also provide standby site attendance of two (2) qualified personnel, whenever requested by the S.O. during special events at no extra charge.

The Contractor shall provide emergency minor adjustment service on a 24-hour basis for air conditioning breakdowns, as soon as such breakdowns are reported.

2.1 Preventive Maintenance

The Contractor shall carry out scheduled or routine preventive maintenance as set out in **Schedule II**.

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 **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 of the Effluent Decontamination System (EDS), Autoclave, CCTV, Access Control System.

The Contractor shall ensure that the downtime of any of the equipment within the system is kept to a minimum of one (1) day. A penalty of **B\$100.00 per day** shall be imposed on the Contractor if the said period is exceeded and that, it is in the opinion of the S.O., the equipment ought reasonably to have been put back to service.

All materials specified to be used on the routine preventive maintenance visits 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 ONE (1) year duration to S.O.

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 S.O. 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.

3. SHUT DOWN OF EFFLUENT DECONTAMINATION SYSTEM (EDS), AUTOCLAVE, CCTV, PUBLIC ACCESS AND ACCESS CONTROL SYSTEM

Where it is necessary to shut down Effluent Decontamination System (EDS), Autoclave, CCTV, Public access and access control system for preventive maintenance, this shall be done in liaison with the S.O. of the site affected. This will take the form of shutting down Effluent Decontamination System (EDS), Autoclave, CCTV, Access Control System during the normal working day at a time when it will cause least disturbance to the staff and patient.

In some cases it may be practical to shut down the Effluent Decontamination System (EDS), Autoclave, CCTV, Access Control System only before or after working hours, in which case special arrangements for access and security must be made at the Ministry's expense.

4. INSTALLATION NOT OPERATIONAL

In the event of a fault being found which requires the system 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 S.O. of the site affected.

If the fault has developed into a breakdown where the major spare part has been repaired or replaced, the Contractor shall provide an estimated time for the repair or replacement to be carried out.

5. DEFECTS DURING MAINTENANCE SERVICES

When any defects in any of the system performance is identified by the Contractor during the maintenance services, the Contractor shall be responsible for making good such defects.

The Contractor shall give due importance to safety at all times. Appropriate notices shall be posted at all times whenever service/repair/safety test are being carried out.

6. CANCELLATIONS

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.

7. 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, consumables 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 one (1) year duration.

The Contractor shall submit invoices (in 3 copies) of the previous month **on the first week of the next month** for each site. The claim shall be addressed accordingly to the following:

*Estate Maintenance Section
Ground Floor,
Jalan Sungai Basong, Tutong
PMMPMHAMB Hospital, Ministry of Health
Negara Brunei Darussalam
Telephone no: 42606721/2/3/4/5 Ext 181/188*

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 S.O. 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.

8. CONSUMABLES FOR PREVENTIVE SERVICES

The Contractor shall supply all consumables necessary for the proper operation, preventive maintenance of the Effluent Decontamination System (EDS), Autoclave, CCTV, Access Control System.

The Contractor shall ensure that these consumables are compatible with the existing system being maintained and approved by the manufacturer/s, and here new consumables are to be used shall be sought in advanced.

The Contractor shall not be liable to replace parts and materials.

9. USE OF SITE

The Contractor shall not use any of the sites for any purpose other than that of carrying out Preventive 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.

10. HEALTH AND SAFETY PRECAUTIONS AGAINST CONTROL

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 S.O. 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 S.O. with regards to fire precautions and prevention.

11. 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 Preventive Maintenance Services on a full-time basis.

The Contractor shall ensure that such personnel are properly trained, registered with the Electrical Services Department, Brunei Darussalam and 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 S.O. 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 S.O. reserves the right to remove, reject or replace any persons employed by the Contractor, who in the opinion of the S.O. is not competent to execute the Preventive 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 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.

12. 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 Ministry, 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 Ministry.

13. INSPECTION

The S.O. has the authority to inspect and test any part or the whole of the system 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 S.O. 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.

14. 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.

The log book must show the date, time and duration of work performed; a description of work performed and the name of the contractor's personnel responsible for performing the work.

Completion of the maintenance visit shall be affixed via the technician's signature and shall be confirmed in writing by the Superintending Officer or his representative.

The log book must be available for inspection by the S.O. at any time.

The Contractor shall also submit Maintenance Service Reports in format acceptable to the Government and shall include the following information:

- Reference number of any equipment of the system;
- the job number;
- the date the job was completed;
- date, time and total time any equipment of the system is made unavailable to the Government;
- name of contractor's technician/personnel responsible for carrying out the job; and
- the comments of the person requesting the Maintenance Service.

15. 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 system 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
- Clamp Tester – AC current
- Test pin
- Fuse
- General Tool kit
- Other necessary tools related to the scope of works.

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

16. SECURITY

Where preventive 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.

17. 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 air-conditioning system.

The Contractor shall maintain an equipped workshop to carry out inspection, small repairs and testing of electrical and/or mechanical parts.

The S.O. 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 S.O. at all times during the visit.

SCHEDULE I

SUMMARY OF TENDER

SUMMARY OF TENDER (LIST OF EQUIPMENT)

ITEM NO.	PLANT/EQUIPMENT	MTHLY (A)	BI-2 MTHLY (B)	QTRLY (C)	BI-ANNUALLY (D)	TOTAL		
						TOTAL AMOUNT SERVICE RATE (A+B+C+D)	Qty	Total Amount Service Rate x Quantity
1.	Quarterly inspection and testing of 1 unit double pass-through autoclave.	-	-	\$	-	\$	12	\$
2.	Monthly routing inspection of the Effluent Decontamination System (EDS)	\$	-	-	-	\$	36	\$
3.	Quarterly inspection of the CCTV, public access and access control system	-	-	\$	-	\$	12	\$
GRAND TOTAL FOR THREE (3) YEARS								\$

SCHEDULE II

PLANT PREVENTIVE MAINTENANCE SCHEDULE

**PREVENTIVE MAINTENANCE
SCHEDULES / CHECKLISTS**

Equipment	Maintenance	2M/EP
Electrical Control	2-Monthly Services	
Panels/Switch Board		

1. This service is to be done together with the Plant (AHU, Pumps etc.) service at no additional cost.
2. Check electrical connections for looseness and damage, retighten as necessary or report. Inspect indicator lights and fuses; replace any defective.
3. Check proper operation of controls and safety devices, noisy contactors, timers, change-over relays, etc. and record settings.
4. Check contactors for burnt or dirty contacts, service or report. Spray clean contacts with contact cleaners if still usable; otherwise replace.
5. Clean out dust, cobwebs etc.

Equipment	Maintenance	Y/EP
Electrical Control	2-Monthly Services	
Panels/Switch Board		

1. This service is to be done together with the Plant (AHU, Pumps etc.) service at no additional cost.
2. Carry out 2 monthly service.
3. Prepare external surface (including conduits and trunking) and repaint with quick drying glossy paint of similar colour to original.

Equipment	Maintenance
Condenser/Chilled	Bi-Annual Service
Water Pipe work/Expansion Tank	

1. This service is to be done together with the pumps, cooling towers, water chiller plants etc. service at no additional cost.
2. Check correct level of extension tank and make up water (1/3 height of tank).

3. Check pipe work, flexible joints, brackets, supports etc. for secure fixing and vibration; make good/report as necessary.
4. Inspect and rectify or report water leaks, damaged pipe insulation.
5. Inspect all valves for gland packing leaks; replace or tighten gland packing as necessary.
6. Check correct operation of flow-switch, air vent, flow meters, water pressure gauges etc.

Equipment	Maintenance
Double pass through Autoclave	Quarterly
1 unit	

1. Dry door seals and gaskets after each cycle with a lint free cloth.
2. Change door gaskets every two-three months or at a frequency stated by the manufacturer.
3. Carry out a residual air tests and an air leakage test.

Equipment	Maintenance
Effluent Contamination System	Monthly

1. Refer Attachment E for the Operation and Maintenance Manual.

Equipment	Maintenance
CCTV / Public Access control system	Quarterly

1. Regularly Clean Camera Lenses.
2. Inspect Cables and Connections.
3. Test System Regularly.
4. Back-Up Your Video Footage.
5. Keep Your Software Up-To-Date.
6. Monitor Your System Remotely.
7. Check the Power Supplies.
8. Check the Lighting Conditions.

SCHEDULE A – TENDER FORM

To:

TENDER REFERENCE NO.: KK/07/2025/ESTETMOH(TC)

INVITATION TO TENDER

PREVENTIVE MAINTENANCE SERVICES FOR EFFLUENT DECONTAMINATION SYSTEM, AUTOCLAVE, CCTV, AND ACCESS CONTROL SYSTEM AT CLINICAL MOLECULAR DIAGNOSTICS LABORATORY FOR INFECTIOUS DISEASES (CMDLID) FOR A PERIOD OF THREE (3) YEARS

TENDER OF (name of tenderer)

Company/Business Registration No _____

Tender Closing Date: _____

ITEM NO.	DESCRIPTION	MTHLY	BI-MTHLY	QTRLY	BI-ANNUAL	RATE	AMOUNT
1	Quarterly inspection and testing of 1 unit double pass-through autoclave.			12 times			\$
2	Monthly routing inspection of the Effluent Decontamination System (EDS)	36 times					\$
3	Quarterly inspection of the CCTV, public access and access control system			12 times			\$
	Grand Total for Three (3) Years						

Appendix A (apply where necessary within the contract)

1.0	<p>Completion Date :</p> <p>(If not stated, to be instructed by the Superintending Officer. If more than one completion period, identify the scope of Works for each completion period).</p> <p>For Term Contract, the Contract shall ends when the following conditions are met :</p> <p>(a) The actual expiration of the Contract Period; or</p> <p>(b) The limit of the Approximate Maximum Total Value of All Job Orders have been reached;</p>	<p style="text-align: right;">/</p> <p style="text-align: center;">_____</p>
2.0	<p>Liquidated and Ascertained Damages (LAD) :</p> <p>(If none stated, then the Superintending Officer may certify a reasonable sum as compensation for delay).</p>	<p>B\$ _____ per day</p>
3.0	<p>Shortfalls / Defects Liability Period : (valid for Corrective Maintenance)</p> <p>(If none stated, SIX (6) MONTHS from the date of completion).</p>	<p style="text-align: right;">Months</p> <p style="text-align: center;">_____</p>
4.0	<p>Retention Sum : (Valid for Corrective Maintenance work above \$2000.00)</p> <p>(If none stated, FIVE (5%) PERCENT of the Contract Sum).</p>	<p style="text-align: right;">- % of the Contract Sum</p> <p style="text-align: center;">_____</p>
5.0	<p>Minimum and Maximum Values of Job Orders : (valid for Provision Preventative Maintenance)</p> <p>Minimum value of any one Job Order to be issued</p> <p>Maximum value of any one Job Order to be issued</p> <p>(If none stated, the maximum value to be issued must be capable of being carried out and completed within the Contract Period).</p>	<p>≤ B\$ _____</p> <p>≥ B\$ _____</p>

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)** CALENDER 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:

PREVENTIVE MAINTENANCE SERVICES FOR EFFLUENT DECONTAMINATION SYSTEM, AUTOCLAVE, CCTV, AND ACCESS CONTROL SYSTEM AT CLINICAL MOLECULAR DIAGNOSTICS LABORATORY FOR INFECTIOUS DISEASES (CMDLID) FOR A PERIOD OF THREE (3) YEARS

- (d) Other information which is considered relevant

SCHEDULE C – SUB-CONTRACTS

- 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

Company Name	Responsibility Description	Alliance Relationship between Contractor and Sub-contractor(s)		
		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 (as the case may be).

SCHEDULE E – REFERENCES

5.1 Tenderers shall submit a list of customers in Table 5.1 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 and Address	Customer Type (Govt or Quasi Govt)*	Contact Person	Title	Contact Number, Fax Number and E-mail 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.**

5.2 The Ministry of Health shall treat all the information submitted under this schedule in strict confidence.

5.3 The Ministry of Health reserves the right to contact the references for tender assessment purposes.

SCHEDULE F – DECLARATION

**PENGAKUAN PENENDER
*TENDERER'S DECLARATION***

APPENDIX II

SITE VISIT FORM

ESTATE MAINTENANCE SECTION
PENGIRAN MUDA MAHKOTA PENGIRAN MUDA HAJI AL-MUHTADEE BILLAH HOSPITAL,
TUTONG
MINISTRY OF HEALTH

Project Title : _____

Tender / Quotation No : _____

Company : _____

Date of Visit : _____

I hereby on behalf of my Company has visited the site, i.e. location of work on the date stated above and understand the work requirement(s) and all cost incurred throughout the works as per Specification stated in this Tender / Quotation.

I (our Company) also agree not to claim additional charges to Ministry of Health should accident(s) or damage(s) occur during the Contract Period.

Name and Signature

Date : _____

Company Stamp

FOR OFFICAL USE ONLY

Name and Signature

Date : _____

Department Stamp

Note:
The Tenderer shall satisfy himself as to the nature of the site / ground condition and location.
This form is to be attached and submitted together with the Tender / Quotation documents.