

Rujukan Kami: (83) MOH/HQ/P/IKLAN-SH/2025

LAMPIRAN 5

BIL	Quotation Reference	Description	Advertisement Date	Closing Date (Not Later Than 09.00AM)	Quotation Fee	Requesting Department
5	(70) PSD/QTN/2025 – (PMMPMHAMB)	RENOVATION WORKS FOR ESTATE AND MAINTENANCE SECTION OFFICE, HOSPITAL PMMPMHAMB TUTONG.	04/06/2025	21/06/2025	\$5.00	HOSPITAL PENGIRAN MUDA MAHKOTA PENGIRAN MUDA HAJI AL-MUHTADEE BILLAH, TUTONG, KEMENTERIAN KESIHATAN

MINISTRY OF HEALTH
NEGARA BRUNEI DARUSSALAM

TENDER

FOR

**RENOVATION WORKS FOR ESTATE AND
MAINTENANCE SECTION OFFICE, HOSPITAL
PMMPMHAMB TUTONG**

Prepared by

ESTATE MAINTENANCE
PMMPMHAMB HOSPITAL TUTONG
MINISTRY OF HEALTH

TABLE OF CONTENTS

<u>DESCRIPTION</u>	<u>PAGE</u>
TERMS AND CONDITIONS OF TENDERING	TC - 1
SCOPE OF WORK	SW1 - 3
SUMMARY OF TENDER	ST1 - 7
PROPOSED LAYOUT	PL1 - 2
TENDERER'S INTEGRITY DECLARATION	ID1 - 5
ANNEX 1	L1 - 5
LIST OF WORKERS	SP1 - 2
SITE VISIT FORM	SVF/01
CONTRACT AGREEMENT, TERM & CONDITIONS FOR QUOTATION WORK	CA1/4 – 4/4

TERMS AND CONDITIONS OF TENDERING (FOR QUOTATION WORKS)

1. Before tendering, the tenderer shall visit the site where the Works are to be carried out and shall also carefully examine the relevant Terms and Conditions of Contract, Drawings, Specification and all other accompanying schedules, etc.

If there is any ambiguity in or discrepancy between any of the documents, he / she should refer the matter to **ESTATE MAINTENANCE SECTION TUTONG, MINISTRY OF HEALTH [Tel: 4206721/2/3/4/5 EXT. 181/188]**.

On tendering, the tenderer shall be deemed to have examined the documents referred to above and shall be bound by the terms and conditions therein.

2. Every tenderer must submit together all documents listed below and this requirement shall be strictly adhered to prior to any consideration: -

- (a) Valid Tenderer's Registration Certificate from the Ministry of Development and Ministry of Health, with **Class II** and/or **Class III**, Category **B01, E01, M01**.
- (b) Business Enactment Act Section 16 & 17.
- (c) The Tender Form **MUST** be signed by the Owner, or the Director of Shareholder(s) of the Company stating their post and stamped with the Company's Official seal as detailed in the Business Enactment Act Section 16 & 17 / or the tenderer's Registration Certificate from the Ministry of Development.
- (d) The address indicated must be detailed as in the Business Enactment Act Section 16 & 17 / and/or Tenderer's Registration Certificate from the Ministry of Development. Any changes to the above must be officially referred to the Registrar of Companies and Business Names and a copy must be submitted to this department.

Tender documents must be duly completed, signed and dated. Any tender which is incomplete or unsigned will render the tender to be rejected.

3.
 - (a) Tenders and documents in connection therewith as specified above, must be delivered to the place at or before the time specified.
 - (b) In the case of the tender not being delivered by hand, the tenderer must arrange for his / her tender and other documents to be posted in time to reach the stipulated place by not later than the time stated.
 - (c) In no case will the Government be responsible for any expense or loss incurred by a tenderer in the preparation of this tender.

Tenders shall remain valid for **12 MONTHS** from the final date for submission of the tenders and no tenderer may withdraw his/her tender within that period. The Government reserves the right to extend this period if deemed necessary provided that such extension of the tender validity period shall have the written consent of the tenderers.

4. The Government does not bind itself to accept the lowest and/or any tender and no reason will be given for rejecting any tender thereof.
5. Every correspondence to be given to a tenderer may be posted to the tenderer's address in the tender and such posting shall be deemed good and legally binding in service of such correspondence.
6. The tender shall be made on the basis of the rates in the tender documents being firm and not subject to any adjustment with variations in quantities.
7. The tender fee shall be **B\$5.00 [Five Dollar Only]**
8. No unauthorised alteration or use of 'blanco' in the tender documents is allowed, or the tender may be rejected. Any errors are to be struck off and initialled.
9. Non-compliance with the above terms and conditions in any respect may render the tender liable to be rejected.
10. The tender must be done in the official printed tender forms which is available from the **PURCHASING AND PROCUREMENT SECTION, MINISTRY OF HEALTH**.

The completed tender documents are to be lodged on or before 2:00 PM on SATURDAY in a sealed enveloped addressed to :-

TENDER / QUOTATION (QTN) BOX

PENGERUSI SEBUTHARGA
TINGKAT BAWAH
KEMENTERIAN KESIHATAN
JALAN COMMONWEALTH DRIVE
NEGARA BRUNEI DARUSSALAM

The top part of the sealed envelope must be written stating the following :-

Quotation No. : () EMS/PMMH/QTN/2025 Quotation Closing Date : _____

Title : **RENOVATION WORKS FOR ESTATE AND MAINTENANCE SECTION OFFICE, HOSPITAL PMMPMHAMB TUTONG**

SCOPE OF WORK

RENOVATION WORKS FOR ESTATE AND MAINTENANCE SECTION OFFICE, HOSPITAL PMMPMHAMB TUTONG

1. All the measurement and quantification to be carried out by the contractor. Measurements and quantifications given herein are not to be taken as exact. Contractor shall be responsible for taking the actual and exact measurement and quantification prior to the site, verifying all measurement and site conditions and having tendered their prices accordingly. No claims by the successful tendered will be entertained for extra payments for additional work they have been made to perform due to matters overlooked with this tender.
2. The Scope of Works in this Tender shall comprise of **RENOVATION WORKS FOR ESTATE AND MAINTENANCE SECTION OFFICE, HOSPITAL PMMPMHAMB TUTONG**.
3. The works shall be completed with all minor and incidental items necessary for the proper functioning of the whole system, though not specifically detailed or mentioned. Allowance shall be made in the Tender price for duty, exchange sales tax and similar charges.
4. All participating tenderers are required to specify an approved brand which is approved by the MOD. Catalogues of the offered brand are to be submitted together during submission of the tender.
5. The fabrication and installation of the reception counter must be carried out with minimal disruption to the hospital environment while ensuring compliance with safety, hygiene, and infection control protocols. The contractor is responsible for the careful removal of the existing reception counter and its accessories, ensuring that no damage is caused to the surrounding area.
6. The works shall comply with the Energy Efficiency (Standards and Labelling) Order 2021 regulation and to the satisfaction of the Ministry of Energy, Brunei Darussalam, and workmanship shall be equal to the best in prevailing trades practices.
7. The quality workmanship and standard of works, materials and equipment executed under this contract must comply with the guidelines and regulations currently in force to comply with other guidelines.
8. The works shall include the supply of materials and all necessary labor for the proper completion of the installation in accordance with all requirements of all relevant authorities having jurisdiction over the works together with all incident work pertaining thereto even though not specifically mentioned herein.
9. The successful contractor shall work in such a manner as to provide the minimum disturbances and minimum inconvenience to the occupants / client. This means that the contractor may be required to stop working in a certain area time when instructed by S.O.
10. All the works on site shall be carried out with the cooperation of the Superintending Officer / Client. The Registered workers on site must wear proper identification badges and uniform – overall showing clearly the name of their Company as well suitable U.S. or British Standard safety shoes and safety helmet as when required.
11. The contractor has to hack off and demolish the instructed items in the Summary Of Tender as per the S.O. instructions. Ensure no damage to adjacent structures, ceilings or floors. All unwanted items are to be disposed of at the contractor's own dump site. The work shall include making good of the affected areas.
12. The contractor has to dispose of any unwanted furniture such as cabinets, drawers, sofas and etc as per S.O. instructed to the contractor's dumping site. The work shall include making good of affected areas.
13. The contractor has to relocate and refurbish any existing furniture such as cabinets, drawers, counters etc as per SO instructions. Make sure no damage is done to the adjacent items.
14. The contractor has to remove existing skirting ceramic/porcelain tiles and dispose of debris at the contractor's designated dumping site. Prepare all affected surfaces accordingly, with all necessary preparation works including checking/repairing for cracks and cleaning floor surfaces. Then, supply and install self-leveling epoxy flooring system over the prepared ceramic/porcelain tiles, including the provision and installation of epoxy coving at all wall-to-floor junctions, followed by the second layer of polyurethane layer with the optional choice of decorative flakes/design as per instructed by the S.O. The top coat of the finish shall be matte or glossy as per approval of the S.O.

15. The contractor has to remove existing carpet at Surau and dispose at the contractor's dumping site. Supply and install new 5mm thick Nylon carpet with prayer standing lines.
16. The contractor has to prepare and apply two coats of anti-bacterial painting system with approved colour and method internally onto the wall surface including filing to crack line and make good affected area where necessary. All applications shall strictly adhere to the specification and recommendation by the manufacturer.
17. The contractor has to sand off the existing and lay 2 coat varnishes on all solid doors and make good affected area.
18. The contractor has to remove the existing 600mm x 600mm gypsum ceiling board. Supply and install new 9mm thick 600mm x 600mm gypsum ceiling board complete with all necessary materials to be installed at the office and make good affected area.
19. The contractor has to supply and construct on both sides new gypsum board wall partition up to ceiling height with C Channel aluminium frame complete with plastering/putty and other necessary works/ materials needed in selected emulsion paint finish at various locations specified.
20. The contractor has to supply and install in the new meeting room new 9mm gypsum board by applying joint-type, 3D coffered ceiling, ceiling compound with ceiling support frame, painting and make good affected area.
21. The contractor has to supply and install gypsum board wall to cover up **existing store room door** with aluminium frame complete with plastering/putty and other necessary works/ materials needed in selected emulsion paint finish.
22. The contractor has to supply and install stainless steel railing with brushed satin or mirror polished finishing in front of the Contractor's Room along the walkway complete with all necessary accessories to make work.
23. The contractor has to supply and install new frosted-glass surface mounted sliding doors powder-coated finish, corrosion-resistant frame, horizontal sliding mechanism with top heavy-duty rollers, c/w door frames and all necessary ironmongery including locks, handles, hinges, and fixings at various locations specified.
24. The contractor has to dismantle and relocate existing air diffuser and return air grille complete with flexible ducting and necessary items to make good of location.
25. The contractor has to supply and install ceiling supply air diffuser and flexible ducting to connect with existing ducting and all necessary items to make good of location.
26. The contractor has to supply and install ceiling exhaust air grille and flexible ducting to connect with existing ducting and all necessary items to make good of location.
27. The contractor has to test and commission the new air diffuser system above.
28. The contractor has to install new KDK brand or any other equivalent brand of double socket of 13A General-Purpose powerpoint using 2.5 mm² single core cable run in PVC conduit concealed taken from the nearest DB at various locations specified.
29. The contractor has to relocate any affected electrical sockets/lighting/telephone/network points complete with wiring and trunking if necessary. Connection should be connected to the nearest power point/ lighting point/distribution board as per S.O instructions.
30. The contractor has to supply and install 40w recessed mounted 600 mm x 600 mm LED light fitting c/w drivers at the new two **Bilik STA** and **Bilik Interview**, c/w new wiring, lighting points and switches using 1.5 mm² single core cable run in PVC conduit concealed.
31. The contractor has to supply and install new wiring for network point c/w ethernet socket by using Cat5/Cat5e/Cat6 cable run in PVC conduit concealed taken from nearest ethernet/network source at below locations with tidy and proper color code cable and labeling at various locations specified.
32. The contractor has to supply and install four LED exit light fitting with silk-screen EXIT or KELUAR wordings in green light against white background single sided wall ceiling/ wall mounting non-maintained 230V, 50/60Hz c/w hybrid circuit IC charger 1W LED lamp 3.6V nickel metal hybrid rechargeable battery 2 hrs duration including fixing ceiling rose and connection to nearest point.
33. The contractor has to supply and install recessed magnetic track light fitting 48V LED lighting system c/w rails, wheels and all necessary works at the new Meeting Room.

34. The contractor has to fabricate, supply and install new office tables (approx. size 1200mm x 600mm) c/w with cable hole opening and its cover, office chairs and 3-level drawer cabinet with locking mechanism and soft closing sliders for various locations specified.
35. The contractor has to supply and deliver a new storage cabinet at Surau complete with sliding door, shelves, hinges, handles, lockset and other necessary works complete with accessories and required materials and make good affected area.
36. The contractor has to modify existing custom workstation and make it into an appropriate meeting table with hidden compartments that stores socket, display port and telecom line and all other necessary materials to make work
37. The contractor has to supply, and install a cluster of 4 L-shaped tables with cable hole and its cover and with frosted glass partitions in between the tables, attached underneath it with a 3-level drawer cabinet with locking mechanism, soft closing slides, and complete with handles. The overall size of each L-shaped table should be 1200mm x 1200mm x 750mm and the height of the glass partition would be 1200mm.
38. The contractor has to fabricate, supply and install new overhead cabinets at **Pantry Area** complete with shelves, hinges, handles, lockset, sliding door, frames and other necessary works complete with accessories and required materials and make good affected area.
39. The contractor has to fabricate, supply and install a new base cabinet with shelving to be integrated with an existing sink to be used as a drink serving area in the new **Meeting Room**, complete with soft closing hinges, handles, and lockset and other necessary works complete with accessories and required materials and make good affected area.
40. The contractor has to remove and install new door frames of the entrances' double leaf doors complete with all associated works.
41. The contractor has to reinstall the main entrance door closer changing the location to the inside of the door.
42. The contractor has to supply and install self-closing single flip up swinging half door beside the counter and all necessary ironmongery including hinges, and fixings.
43. The contractor has to supply, deliver and install new one-sided acrylic signage of approximate size 480mm x 190mm with white labelling and blue background complete with all necessary accessories to match the existing font for all specified rooms.
44. The contractor has to supply, deliver and install ceiling-mounted **short throw** projector and ceiling-mounted projector screen c/w pulley chain control system at the new Meeting Room with all associated electrical work.
45. The installation of the reception counter must be carried out by qualified personnel. To maintain hygiene standards, dust barriers must be installed before commencement of work. The Contractor shall be made fully responsible for **RENOVATION WORKS FOR ESTATE AND MAINTENANCE SECTION OFFICE, HOSPITAL PMMPMHAMB TUTONG.**
46. The contractor shall submit designs for the reception counter and counter table top together with catalogue for painting, laminating surfaces and vinyl flooring to the S.O.
47. All the old equipment parts and waste removed from the site shall be removed from site to an approved dumping area promptly without further reminder and no additional cost to the Government of Negara Brunei Darussalam.
48. The contractor shall not install any equipment / parts without prior approval from the Superintending Officer regarding quality / make / country of origin.
49. Before tendering all tenderers shall visit the site and shall have taken into account all relevant aspects of works. No claim for adjustment to the contract price due to ignorance of the site conditions shall be entertained.

SUMMARY OF TENDER

Title : **RENOVATION WORKS FOR ESTATE AND MAINTENANCE SECTION OFFICE, HOSPITAL PMMPMHAMB TUTONG**

Quotation No. : () EMS/PMMH/QTN/2025 **Rujukan No.** : **MOH No.** :

Page 1 Of 7

Bil. No.	Keterangan Description	Unit Unit	Kadar Rate	Kuantiti Quantity	Jumlah Amount	
					S	£
A	THE RATE QUOTED SHALL INCLUDE: Materials, consumables, labour, insurance, tools, equipment, transport, barrier and others deemed necessary to carry out the works specified in the following description.					
B	Materials and consumables required in compliance to Infection Control Risk Assessment Implementation and Monitor Policy.					
C	Contractors having submitted their prices are considered as having visited the site. No claims for additional payment will be entertained on the ground of misunderstanding or misinterpretation of the conditions, measurement etc.					
1.0	<u>REMOVING, DEMOLITION, RELOCATION WORK</u>					
1.1	To hack off and demolish the following items below and as per the S.O. instructions. Ensure no damage to adjacent structures, ceilings or floors. All unwanted items are to be disposed of at the contractor's own dump site. The work shall include making good of the affected areas. Locations: <ol style="list-style-type: none"> existing window, concrete walls and door at Bilik Management. (Approx.: 4000 mm x 2100 mm) existing sink cabinet inside Bilik Interview. (Approx.: 1100 mm x 480 mm x 850 mm) existing gypsum wall at existing counter area including the window structure i.e. steel framing, glass. (Approx.: 2000 mm x 2700 mm) gypsum wall near the counter area including door and door frames (Approx.: 1700 mm x 2700 mm) gypsum wall on the side of the existing store room and make it into a single door hole opening. (Approx.: 1000 mm x 2100 mm) gypsum wall of Head of Section Room including door and door frame. (Approx.: 1100 mm x 2700 mm) 	Lot		1		
		Lot		1		
		Lot		1		
		Lot		1		
		Lot		1		
		Lot		1		
1.2	To dispose of any unwanted furniture such as cabinets, drawers, sofas and etc as per S.O. instructed to the contractor's dumping site. The work shall include making good of affected areas.	Lump		Sum		
JUMLAH KESELURUHAN DIBAWA KE HADAPAN TOTAL AMOUNT CARRIED FORWARD						

Bil. No.	Keterangan Description	Unit Unit	Kadar Rate	Kuantiti Quantity	Jumlah Amount	
					\$	€
1.3	To relocate and refurbish any existing furniture such as cabinets, drawers, counters etc as per S.O. instructions. Make sure no damage is done to the adjacent items.	Lump		C/F Sum		
2.0	<u>FLOORING</u>					
2.1	Remove existing skirting ceramic/porcelain tiles and dispose of debris at the contractor's designated dumping site. Prepare all affected surfaces accordingly, with all necessary preparation works including checking/repairing for cracks and cleaning floor surfaces. Supply and install self-leveling epoxy flooring system over the prepared ceramic/porcelain tiles, including the provision and installation of epoxy coving at all wall-to-floor junctions, followed by the second layer of polyurethane layer with the optional choice of decorative flakes/design as per instructed by the S.O. The top coat of the finish shall be matte or glossy as per approval of the S.O. All necessary accessories must be included, and any affected areas are to be made good upon completion. (Contractors to submit catalogues) Locations: 1. Pantry 2. Interview Room 3. Meeting Room 4. Work Space 5. Store Room 6. Head of Section Room 7. Admin 8. Management Room	m ²		148		
2.2	To remove existing carpet at Surau and dispose at the contractor's dumping site. Supply and install new 5mm thick Nylon carpet with prayer standing lines. (Contractor to submit catalogues)	m ²		7		
3.0	<u>PAINTING</u>					
3.1	Prepare and apply two coats of anti-bacterial painting system with approved colour and method internally onto the wall surface including filing to crack line and make good affected area where necessary. All applications shall strictly adhere to the specification and recommendation by the manufacturer. (Contractors to submit catalogues) Brand offer: Warranty period:.....	m ²		380		
3.2	To sand off the existing and lay 2 coat varnishes on all solid doors and make good affected area. (Approx. size: 850 mm x 2050 mm)	Nos		6		
JUMLAH KESELURUHAN DIBAWA KE HADAPAN TOTAL AMOUNT CARRIED FORWARD						

Bil. No.	Keterangan Description	Unit Unit	Kadar Rate	Kuantiti Quantity	Jumlah Amount	
					\$	€
4.0	<u>BUILDING WORK</u>			C/F		
4.1	To remove the existing 600mm x 600mm gypsum ceiling board. Supply and install new 9mm thick 600mm x 600mm gypsum ceiling board complete with all necessary materials to be installed at the office and make a good affected area.	m ²		18		
4.2	To supply and construct on both sides new gypsum board wall partition up to ceiling height with C Channel aluminium frame complete with plastering/putty and other necessary works/ materials needed in selected emulsion paint finish to the following areas:					
	1. Bilik Admin					
	i. Approx. size : 2,450mm (L) x 2,700mm (H)	Lot		1		
	2. Bilik Management					
	ii. Approx. size : 2,450mm (L) x 2,700mm (H)	Lot		1		
	iii. Approx. size : 5,200mm (L) x 2,700mm (H) (With 3 openings for doors)	Lot		1		
	3. Head of Section Room					
	i. Approx. Size: 3,100mm (L) x 2,700mm (H) (With one door opening)	Lot		1		
	ii. Approx. Size: 2,100mm (L) x 2,700mm (H)	Lot		1		
4.3	To supply and install in the new meeting room new 9mm gypsum board by applying joint-type, 3D coffered ceiling, ceiling compound with ceiling support frame, painting and make good affected area. Approximate area: 14 m ²	m ²		14		
4.4	To supply and install gypsum board wall to cover up existing store room door with aluminium frame complete with plastering/putty and other necessary works/ materials needed in selected emulsion paint finish.	m ²		2		
4.6	To supply and install stainless steel railing with brushed satin or mirror polished finishing in front of the Contractor's Room along the walkway complete with all necessary accessories to make work.	Lot		1		
JUMLAH KESELURUHAN DIBAWA KE HADAPAN TOTAL AMOUNT CARRIED FORWARD						

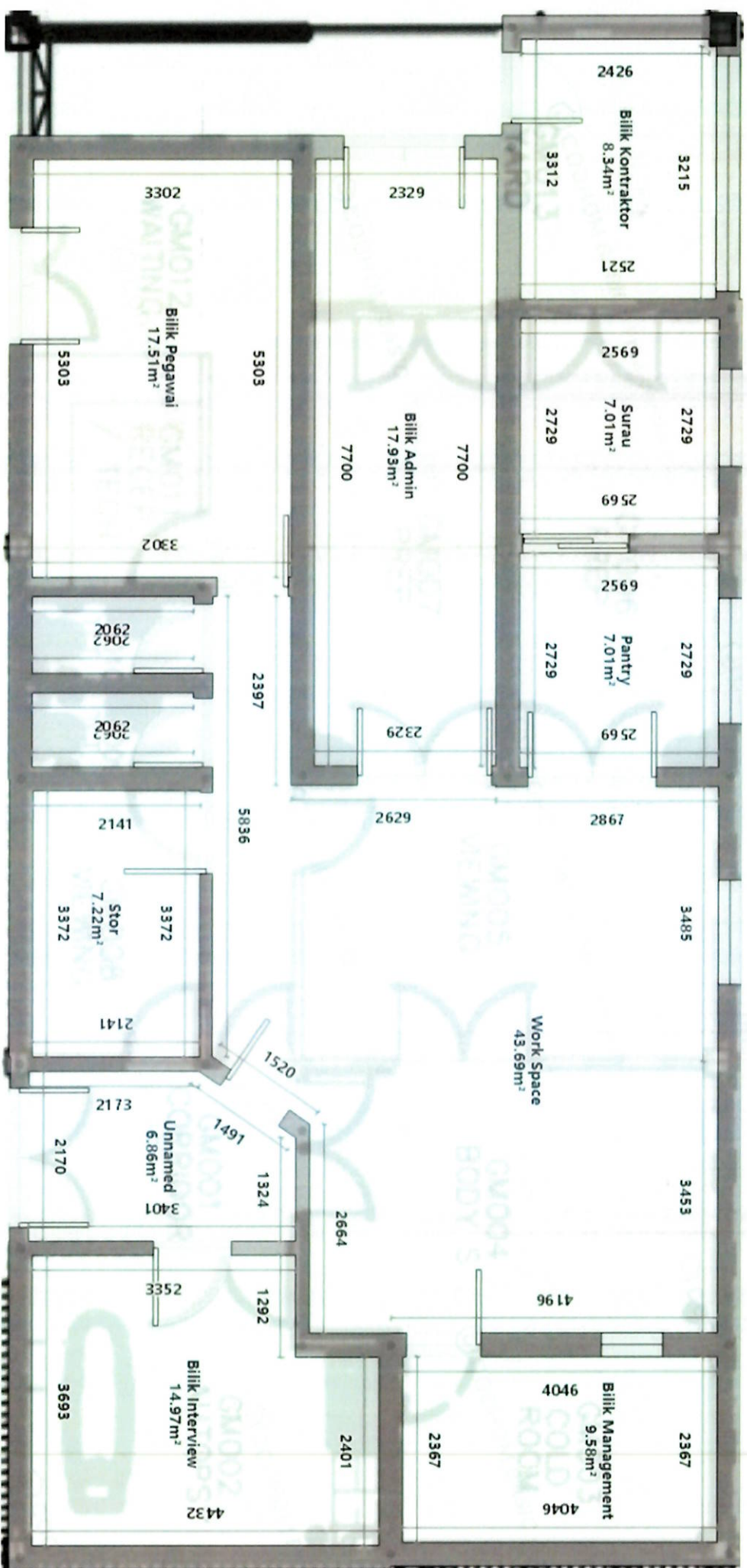
Bil. No.	Keterangan Description	Unit Unit	Kadar Rate	Kuantiti Quantity	Jumlah Amount	
					\$	₹
4.7	To supply and install new frosted-glass surface mounted sliding doors powder-coated finish, corrosion-resistant frame, horizontal sliding mechanism with top heavy-duty rollers, c/w door frames and all necessary ironmongery including locks, handles, hinges, and fixings to the following rooms: Approx. size: 800 mm (L) x 2100 mm (H) (Contractor to submit catalogue)			C/F		
	1. Bilik TA	Nos		1		
	2. Bilik STA	Nos		2		
	3. Bilik Admin	Nos		1		
	4. Bilik Ketua Bahagian	Nos		1		
	5. Bilik Meeting	Nos		1		
	6. Stor	Nos		1		
	7. Pantri	Nos		1		
	8. Bilik Interview	Nos		1		
5.0	<u>HVAC WORKS</u>					
5.1	To dismantle and relocate existing air diffuser and return air grille complete with flexible ducting and necessary items to make good of location.	Nos		1		
5.2	Supply and install ceiling supply air diffuser and flexible ducting to connect with existing ducting and all necessary items to make good of location.	Nos		4		
5.3	Supply and install ceiling exhaust air grille and flexible ducting to connect with existing ducting and all necessary items to make good of location.	Nos		4		
5.4	Testing and commissioning of the new air diffuser system above.	Lot		1		
6.0	<u>ELECTRICAL, LIGHTING AND SOCKETS WORK</u>					
6.1	To install new KDK brand or any other equivalent brand of double socket of 13A General-Purpose powerpoint using 2.5 mm ² single core cable run in PVC conduit concealed taken from the nearest DB.					
	1. Work Space	Nos		12		
	2. Bilik STA	Nos		2		
	3. Reception Counter	Nos		1		
	4. Bilik Interview	Nos		1		
JUMLAH KESELURUHAN DIBAWA KE HADAPAN TOTAL AMOUNT CARRIED FORWARD						

Bil. No.	Keterangan Description	Unit Unit	Kadar Rate	Kuantiti Quantity	Jumlah Amount	
					\$	€
6.2	To relocate any affected electrical sockets/lighting/telephone/network points complete with wiring and trunking if necessary. Connection should be connected to the nearest power point/ lighting point/distribution board as per S.O instructions.	Lot		C/F 1		
6.3	To supply and install 40w recessed mounted 600 mm x 600 mm LED light fitting c/w drivers at the new two Bilik STA and Bilik Interview, c/w new wiring, lighting points and switches using 1.5 mm ² single core cable run in PVC conduit concealed.	Nos		3		
6.4	To supply and install new wiring for network point c/w ethernet socket by using Cat5/Cat5e/Cat6 cable run in PVC conduit concealed taken from nearest ethernet/network source at below locations with tidy and proper color code cable and labeling. 1. Bilik TA 2. Bilik STA 3. Bilik Admin	Nos Nos Nos		1 2 1		
6.5	To supply and install LED exit light fitting with silk-screen EXIT or KELUAR wordings in green light against white background single sided wall ceiling/ wall mounting non-maintained 230V, 50/60Hz c/w hybrid circuit IC charger 1W LED lamp 3.6V nickel metal hybrid rechargeable battery 2 hrs duration including fixing ceiling rose and connection to nearest point. 1. Entrance 2. Meeting Room 3. Interview Room 4. Counter	Nos		4		
6.6	To supply and install recessed magnetic track light fitting 48V LED lighting system c/w rails, wheels and all necessary works at the new Meeting Room. (Contractor to submit catalogue)	m		12		
7.0	<u>CARPENTRY AND JOINER</u>					
7.1	To fabricate, supply and install new office tables (approx. size 1200mm x 600mm) c/w with cable hole opening and its cover, office chairs and 3-level drawer cabinet with locking mechanism and soft closing sliders to the following rooms: (Contractor to submit catalogue) a. Bilik TA b. Bilik STA c. Bilik Admin d. Bilik Ketua Bahagian	Nos Nos Nos Nos		1 2 3 1		
JUMLAH KESELURUHAN DIBAWA KE HADAPAN TOTAL AMOUNT CARRIED FORWARD						

Bil. No.	Keterangan Description	Unit Unit	Kadar Rate	Kuantiti Quantity	Jumlah Amount	
					\$	€
7.2	To supply and deliver a new storage cabinet at Surau complete with sliding door, shelves, hinges, handles, lockset and other necessary works complete with accessories and required materials and make good affected area. Contractor to submit catalogue. Approx size: 700mm (L) x 500mm (W) x 650mm (H)	Nos		C/F 1		
7.3	To modify existing custom workstation and make it into an appropriate meeting table with hidden compartments that stores socket, display port and telecom line and all other necessary materials to make work. Approx size: 3600mm (L) x 1200mm (W) x 750mm (H)	Lot		1		
7.4	To supply, and install a cluster of 4 L-shaped tables with cable hole and its cover and with frosted glass partitions in between the tables, attached underneath it with a 3-level drawer cabinet with locking mechanism, soft closing slides, and complete with handles. The overall size of each L-shaped table should be 1200mm x 1200mm x 750mm and the height of the glass partition would be 1200mm. Contractor to submit design and laminate catalogue.	Nos		3		
7.5	To fabricate, supply and install new overhead cabinets at Pantry Area complete with shelves, hinges, handles, lockset, sliding door, frames and other necessary works complete with accessories and required materials and make good affected area. Approx size: 1500mm (L) x 700mm (H) x 300mm (W)	Nos		1		
7.6	To fabricate, supply and install a new base cabinet with shelving to be integrated with an existing sink to be used as a drink serving area in the new Meeting Room , complete with soft closing hinges, handles, and lockset and other necessary works complete with accessories and required materials and make good affected area. Approx size: 1500mm (L) x 500mm (W) x 850mm (H)	Nos		1		
7.7	To remove and install new door frames of the entrances' double leaf doors complete with all associated works. (Approx. length: 4m)	Nos		1		
7.8	To reinstall the main entrance door closer changing the location to the inside of the door.	Nos		1		
7.9	To supply and install self-closing single flip up swinging half door beside the counter and all necessary ironmongery including hinges, and fixings. (Contractor to submit catalogue)	Nos		1		
JUMLAH KESELURUHAN DIBAWA KE HADAPAN TOTAL AMOUNT CARRIED FORWARD						

Bil. No.	Keterangan Description	Unit Unit	Kadar Rate	Kuantiti Quantity	Jumlah Amount	
					\$	¢
8.0	<u>ROOM SIGNAGE</u>			C/F		
8.1	To supply, deliver and install new one-sided acrylic signage of approximate size 480mm x 190mm with white labelling and blue background complete with all necessary accessories to match the existing font for the following room: (Contractor to submit catalogue)					
	<ul style="list-style-type: none"> Bengkel Pemeliharaan Bangunan / Estate Maintenance Section Bilik Temuduga / Interview Room Bilik Stor / Store Room Bilik Meeting / Meeting Room Pantri / Pantry Surau / Prayer Room Bilik Ketua Bahagian / Head of Section Room Admin / Admin Bilik STA / STA's Room Bilik TA / TA's Room Tandas Lelaki / Male Toilet Tandas Perempuan / Female Toilet 	Nos Nos Nos Nos Nos Nos Nos Nos Nos Nos Nos Nos		1 1 1 1 1 1 1 1 2 1 1 1		
9.0	PROJECTOR SCREEN					
9.1	To supply, deliver and install ceiling-mounted short throw projector and ceiling-mounted projector screen c/w pulley chain control system at the new Meeting Room with all associated electrical work. Approx. size: 2m (L) x 2m (H). Contractor to submit catalogue.	Nos		1		
JUMLAH KESELURUHAN BAGI RINGKASAN TAWARAN INI TOTAL AMOUNT FOR THIS SUMMARY OF TENDER						

EXISTING FLOOR PLAN



[illegible]

SITE VISIT FORM

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

Project Title : RENOVATION WORKS FOR ESTATE AND MAINTENANCE SECTION OFFICE,
HOSPITAL PMMPMHAMB TUTONG

Tender / Quotation No : () EMS/PMMH/QTN/2025

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.

ESTATE MAINTENANCE SECTION TUTONG
MINISTRY OF HEALTH

<div style="border: 1px solid black; width: 30px; height: 30px; margin: 0 auto;"></div>	<div>1. _____</div> <div>2. _____</div> <div>3. _____</div>
FOR OFFICIAL USE ONLY.	

Quotation For : **RENOVATION WORKS FOR ESTATE AND MAINTENANCE SECTION OFFICE, HOSPITAL PMMPMHAMB TUTONG**

Quotation No : **() EMS/PMMH/QTN/2025**

Closed On : _____

Receipt No. : _____

PART A - AGREEMENT

1.0 On behalf of

I, the undersigned, agree to carry out the above Works/Service/Supply* for a sum of

B\$

(Brunei Dollars

within a period of 4 Days / Weeks / Months* in accordance with the terms and conditions below.

2.0 Name & Signature :

As Owner/Director*

(_____)

2.1 IC No. :

2.2 Name & Signature :

of Witness

(_____)

2.3 IC No. :

2.4 Address :

2.5 Telephone No. :

Fax No. :

E-mail :

2.6 Date :

FOR OFFICIAL USE ONLY.

3.0 On behalf of the Brunei Government, I accept your offer to carry out all/ items*

of the above for a sum of

B\$

(Brunei Dollars

within a period of _____ Days / Weeks* in accordance with the terms and conditions below.

4.0

(_____)

4.1

For Senior Special Duties Officer

4.2 Name & Signature :

of Witness

(_____)

4.3 Address :

4.4 Telephone No. :

Fax No. :

E-mail :

4.5 Date of Contract :

5.0 The Contract Administrator is :

6.0 The Starting Date is on :

* Delete as necessary

PART B - TERMS OF QUOTATION

1.0 BASIS OF QUOTATION, OVERALL OBLIGATIONS AND ADMINISTRATION

1.1 Overall Obligations of the Government:

- 1.1.1 To provide access at proper times for the Contractor to do his work.
- 1.1.2 To provide all information and facilities stated in this contract to enable the Contractor to do his work.
- 1.1.3 To pay the Contractor as provided in this Contract.
- 1.1.4 To assign a Contract Administrator to administer this Contract.
- 1.1.5 May take out or renew insurances referred to in Clause 1.2.4 below if the Contractor fails to do so.

1.2 Overall Obligations of the Contractor:

- 1.2.1 To finish the Works to the quality standards provided in this Contract within the timeframes and completion period provided in this Contract.
- 1.2.2 To cooperate with all other Contractors working on the project and not to disrupt them or cause damage to them.
- 1.2.3 To provide a collateral warranty containing a similar obligation as under this Contract directly to a third party if requested by the Contract Administrator.
- 1.2.4 To provide and maintain valid Contractor's all risks insurance policy at all times.

1.3 Instructions & Certifications

- 1.3.1 The Contract Administrator can issue instructions and certifications including job orders to the Contractor on anything relating to the Works.
- 1.3.2 All instructions, certifications and job orders must be in writing, dated and clearly identified as Contract Administrator's instructions, certifications or job orders.
- 1.3.3 The Contractor must comply with all instructions, certifications and job orders issued by the Contract Administrator.
- 1.3.4 The Contract Administrator may arrange others to complete the Works if the Contractor fails to comply with Clause 1.3.3, and the Contractor shall pay for all extra costs incurred.

2.0 QUALITY, HEALTH AND SAFETY

2.1 Quality

- 2.1.1 The Contractor must do his work based on the documents referred to in this Contract and other instructions and information given to him by the Contract Administrator.
- 2.1.2 If any of the Works is not done according to this Contract or if there is any other breach of this Contract by the Contractor, the Contract Administrator must inform the Contractor of the shortfall(s). The Contractor must rectify the shortfall(s).
- 2.1.3 If the Contractor does not rectify the shortfall(s), The Contract Administrator may arrange others to rectify the shortfall(s). The Contract Administrator can also certify either:
 - (a) The cost of rectifying such shortfall(s); or
 - (b) The reduced value of the completed Works due to such shortfall(s)

as provided in the payment certification clause.

- 2.1.4 The Contract Administrator can continue to do this throughout the project and during the Defects Liability Period (as stated in the Appendix) after the Contract Administrator confirms the Works is complete as provided in the completion clause.

2.2 Variations to Work

- 2.2.1 The Contract Administrator can issue instructions to vary the Works to be done.
- 2.2.2 If the Contract Administrator instructs the Contractor to vary any of the Works and there is a financial impact, the Contract Administrator must certify the value of the variation work as provided in the payment certificate clause.
- 2.2.3 The Contract Administrator must value the variation work using the Summary of Works rates. If there are no Summary of Works rates, then using schedule of rates or if neither are available using fair market rates.
- 2.2.4 This shall be done in a written certificate clearly identified as Variation Order Certificate.

2.3 Health and Safety

- 2.3.1 The Contractor must keep the site clean and safe at all times.
- 2.3.2 The Contractor must comply with all laws and regulations relating to Health and Safety Act, if any.

3.0 TIME OBLIGATIONS

3.1 Starting, Progress and Finishing

- 3.1.1 If not stated in this Contract, the Contract Administrator will inform the Contractor when to start work in writing.
- 3.1.2 The Contractor must progress with the Works in a regular and diligent manner.
- 3.1.3 The Contract Administrator can instruct the Contractor to stop and restart at any time.
- 3.1.4 The Contractor must finish all the Works within the deadlines stated in this Contract or as instructed by the Contract Administrator.

3.2 Adjusting Time for Completion

- 3.2.1 If the Government or Contract Administrator or anyone within either of their responsibility or control (which includes other contractors on site), or anything beyond the Contractor's control, disrupts the Contractor from finishing within the completion period, the Contract Administrator must assess the impact of this disruption on the Contractor's work to be done.
- 3.2.2 If any Completion Date is affected the Contract Administrator must adjust the Completion Date.
- 3.2.3 This must be done in a written certificate clearly identified as Extension of Time Certificate.

3.3 Completion

- 3.3.1 When the Contractor practically completes all the Works, he may inform the Contract Administrator stating he has completed.
- 3.3.2 The Contract Administrator must decide when the Works was actually practically completed by the Contractor.
- 3.3.3 This decision must be in a written certificate clearly identified as Certificate of Practical Completion.
- 3.3.4 The Contract Administrator must decide when all obligations of the Contractor are fully discharged.
- 3.3.5 This decision must be in a written certificate clearly identified as a final completion certificate.
- 3.3.6 This must be done after the end of Defects Liability Period (as stated in the Appendix) or when the Contractor has rectified all the shortfall(s) including Works that is not according to this Contract and any other breach of Contract by the Contractor identified by the Contract Administrator, whichever is later.

3.4 Delayed Completion

- 3.4.1 If the Contractor does not finish within any deadline, he shall pay Liquidated and Ascertained Damages due to the delay to the Government as provided in the payment certification clause.
- 3.4.2 Liquidated and Ascertained Damages is calculated for delay between when the Contractor should have completed the Works and when he actually completes the Works.

4.0 PAYMENT CERTIFICATION

4.1 Claims and Payment Certificate

- 4.1.1 The Contractor must submit a claim for the Works done before payment certificate can be issued.

4.2 Contents of Payment Certificate:

- 4.2.1 The payment certificate must include the following:
- 4.2.2 Add the following:
 - (a) Cumulative value of the Works done. This is valued based on Summary of Works rates or schedule of rates, if any. If none, then valued based on fair market rates.
 - (b) Value of variation work properly instructed by the Contract Administrator and properly done by the Contractor.
- 4.2.3 Deduct the following:
 - (a) Liquidated and Ascertained Damages for delayed completion. Liquidated and Ascertained Damages is calculated for delay between when the Contractor should have completed the Works and when he actually practically completes the Works.
 - (b) The value of any shortfall(s) due to work done according to this Contract or due to any other breach of this Contract by the Contractor which the Contract Administrator has informed the Contractor. If the Contractor does not rectify the shortfall(s) the Contract Administrator can certify either:
 - (i) The cost of rectifying such shortfall(s) by others; or

(ii) The reduced value of the completed Works due to such shortfall(s) as stated in the Appendix.

- (c) A percentage of the sum of total additions above will be retained (as the Retention Sum) and released after the end of Defects Liability Period or when the Contractor rectified all the shortfall(s) including work that is not done according to this contract and any other breach of contract by the Contractor identified by the Contract Administrator.

4.2.4 The Net Amount Payable is the amount the Government must pay to the Contractor. This is calculated by:

- (i) Adding the total under additions above;
- (ii) Deducting the total of all deductions above; and
- (iii) Deducting the cumulative amount certified previously.

4.2.5 The Contract Administrator may deduct any monies owed by the Contractor to the Government under this or any contract from the Contractor's payments.

5.0 TERMINATION OF CONTRACT

5.1 If the Contractor:

- (a) Suspends the Works before completion without any reasonable cause;
- (b) Fails to proceed with the Works within the time stated in the Contract Administrator's instructions;
- (c) Fails to comply with the Contract Administrator's instructions;

for fourteen (14) days after a notice sent to the Contractor, the Contract Administrator can determine this contract by a written notice.

5.2 If the Contractor:

- (a) Becomes bankrupt; or
- (b) Goes into liquidation; or
- (c) Is guilty of any offence under the Prevention of Corruption Act (Chapter 131) or an offence under sections 161 to 165 or 213 to 215 of the Penal Code (Chapter 22).

this Contract is terminated by a written notice.

5.3 In either (5.1) or (5.2) above, the Contract Administrator may complete the Works by other ways and the Contractor shall pay for all extra costs incurred.

PART C - APPENDIX

1.0	Completion Date: (If not stated, to be instructed by the Contract Administrator. If more than one completion period, identify the scope of Works for each completion period)	4 Months
2.0	Liquidated and Ascertained Damages (LAD): (If none stated, then the Contract Administrator may certify a reasonable sum as compensation for delay)	B\$ Per Day
3.0	Shortfalls / Defects Liability Period: (If none stated, NINE (9) MONTHS from the date of completion)	Months
4.0	Retention Sum	% Of the Contract Sum