

RINGKASAN TAWARAN

SUMMARY OF TENDER

Tajuk/Title

SUPPLY AND INSTALL WORKSTATION SET AT DEPARTMENT OF ADMINISTRATION AND FINANCE, MOH HQ

Bil. Sebutharga

Ruj Permohonan:

No. MOH :

Quotation No.

Request Ref:

MOH No.

ITEM	DESCRIPTION	QTY	UNIT	RATE \$	AMOUNT \$
	Note: The contractor shall carry out site visit / inspection and take into accounts all aspects and conditions of site before submitting this quotation. Contractor 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 site conditions, measurements etc. All measurements stated herein or in the drawing are meant to be rough guidance only and subject to re-measurement on site. Contractor are to clean up and remove all debris offsite at their own expenses. To ensure the safety, health and welfare of workforce that includes the provision of PPE for all personnel who involved in the site activities. All contractor required to comply with the Specification and Conditions of Contract (Scope of Work and Material Specification)				
1.0	To supply and install two-way modular office workstation table (T-shaped) c/w partition, cable slots and 3-tier pedestal drawer with lock. Approx. size for table: 245cm (W) x 145cm (L) x 75cm (H) Approx. size for partition: 245cm (W) x 145cm (L) x 35cm (H) Prefered colour for table: Light Oak (natural wood) or equivalent Table material: Medium density fibre board or equivalent Partition material & colour: Cloth/glass/light blue/frosted glass or equivalent. Refer to attached sample.	15	Sets		
2.0	To supply and deliver ergonomic mesh office chairs with adjustable height, armrests and steel legs with rollers.	34	Sets		
TOTAL AMOUNT FOR THIS SUMMARY OF TENDER					

BIL.	TERMS AND CONDITION	VENDOR'S OFFER (PLEASE STATE)
1.	Tenderer must be registered under the Registry of Companies and Business Names (ROCBN).	
2.	TENDERER FORM should be filled completely. Submission of any incomplete form MAY cause DISQUALIFICATION OF TENDER.	
3.	Requested item(s) must be completed and delivered within 2 weeks after the Letter of Award has been presented to the vendor.	
4.	Sample designs of item(s) are to be included with completed tender forms. [Tenderers may submit designs based on the listed specifications (e.g., Sample 1)].	
5.	Catalogues should be submitted/attached with tender document.	
6.	PRICE VALIDITY: The quotation shall remain valid for 6 months from the final date for the submission of the quotation and no supplier may withdraw his/her quotation within that period. The Government reserves the right to extend this period if deemed necessary provided that such extension to the quotation validity period shall have written consent of the supplier(s).	

Section/Unit		Jabatan Pentadbiran dan Kewangan	Sector/Unit Ref No:	-
Person to Contact	Name:	Khaleddi bin Haji Yahya Pegawai Tugas-Tugas Khas Tingkat I Jabatan Pentadbiran dan Kewangan	Tel. No:	2832045
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SAMPLE 1

