

TENDER REFERENCE NO.: KK/38/2026/SSBH

**MINISTRY OF HEALTH
NEGARA BRUNEI DARUSSALAM**

**TO SUPPLY AND INSTALL SIGNAGE COMPLETE WITH
OTHER ACCESSORIES AT SURI SERI BEGAWAN
HOSPITAL, KUALA BELAIT**

TENDER FEES : \$10.00

RECEIPT NO. :

CLOSING DATE : ON TUESDAY, 31st March 2026

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)

SECTION 2

SPECIFICATIONS

1.0 GENERAL

- 1.1 Tenderers are sought from suitably qualified contractors who wish to be considered for the fabrication and installation of signage for the following sites:
✓ **Suri Seri Begawan Hospital, Kuala Belait (SSBH)**
✓ **All building under Hospital compound**
Note: Site may be added or removed depending on the Ministry/Department's direction.
- 1.2 The duration of the signage fabrication and installation works is for **FOUR (4) months**.
- 1.3 The quality workmanship and standard of works, materials and equipment execute under this contract must comply with the guidelines and regulations currently in force.
- 1.4 The works shall include the supply of all materials and all necessary labor for the proper completion of the installation in accordance to all requirements of all relevant authorities having jurisdiction over the works together with all incident work pertaining there to even though not specifically mentioned herein.
- 1.5 The successful contractor shall work in such manner as to provide minimum disturbances and inconvenience to the occupants / client. This means that the contractor may be required to stop working in a certain area and time when instructed by Superintending Officer (S.O.).
- 1.6 All the works on site shall be carried out with the cooperation of the S.O. / Client. The Registered workers on site must wear proper identification badges and uniform – overall showing clearly the name of their Company as well as suitable U.S. or British Standard safety shoes and safety helmet when required.
- 1.7 All the old signage / parts and waste removed from the site shall be removed to an approved dumping area promptly without further reminder and any additional cost to the Government of Negara Brunei Darussalam.
- 1.8 The Contractor shall not install any signage / parts without prior approval from the Superintending Officer regarding quality / make / country of origin / location and positioning.
- 1.9 The contractor is responsible for the support services in areas of safety, fire protection and prevention, industrial hygiene and is obliged to comply with by virtue of Statutory Requirements as well as being part of the Contractual Requirements. It is the responsibility of the Contractor that they, their employees and their sub-contractors are aware of and familiar with safety rules and practices as authorized by the Superintending Officer. All reported unsafe practices or unsafe working conditions will be investigated by the Superintending Officer or his designate. The contractor is also responsible for performing the works under the contract in a healthy and safe manner including protecting the safety and welfare of other Sub-Contractors.
- 1.10 The Contractor shall note that works carried out without submitting samples for prior approval shall, in the event of unsuitability or unacceptability due to either material or workmanship, both be rejected forthwith without benefit of compensation in either money or time and the Contractor shall be required to replace such works immediately in accordance with the requirement of the Superintending Officer.

2.0 SCOPE OF WORK

- 2.1 The works to be executed shall comprise of the following:
- 2.1.1 To dismantle and remove existing signage and do all necessary works to make good any affected area by plastering or touch up minor crack at base surface of internal wall as instructed by S.O., and prepare surface for new signage (including any drilling or other necessary works required for proper installation).

- 2.1.2 To prepare proposal / draft design for each signage to be submitted along with the tender documents for review by the S.O., this should include dimensions, materials, color schemes, installation method, and any technical specifications.
- 2.2 The contractor shall provide everything deemed necessary for the proper execution of all works according to the indent of specification such as tools, equipment, transport, barrier, necessary warning sign and others where necessary.
- 2.3 The Contractor shall be available even after office hours, Fridays, Sundays and Public Holidays as directed by the S.O if necessary.
- 2.4 The Contractor shall provide a log book to record the work done on each location, showing the exact date, time started and completed, description of work, and the names of the Technicians working. The Technician shall affix their signature and the S.O. or his representative shall confirm the completion of the work. The log book shall be always available for inspection anytime during the duration of the contract.
- 2.5 The Contractor shall remove and replace any supplied items which are damaged, defect or not complying with the specification. If the contractor fails to do so within the reasonable time, the S.O. has the option to remove the items and replace with the correct specification and the contractor shall be responsible with the cost and expenses incurred.
- 2.6 If the S.O. thinks that any of the items supplied are not in accordance with the specification, the S.O. have the right to submit the items to expert for examination and/or testing. All test in connection therewith shall be borne by the Contractor.
- 2.7 The Contractor shall not assign this contract or any portion of the work to sub-contractor without the S.O. written permission. The consent shall not be reasonably refused to the prejudice of the Contractor. The Contractor is still solely and personally responsible for making sure that all terms, stipulation and conditions in this contract are followed by such authorized sub-contractor.
- 2.8 Any damages to the **SSB Hospital** assets found on site shall be reported to the S.O. and if the damages occurred is due to negligence during the contract period, it shall be reinstated by the Contractor at no extra cost.
- 2.9 The S.O. have the right to request amendment or correction of work if it is not satisfactory in terms of quality, workmanship, specification or according to instructions at the Contractor expense. Any job done which are not within the contract scope and done without S.O.'s approval shall not be claimed and will not be entertained due to negligence of contractor.

3.0 WARRANTY

- 3.1 All / every works and new items installed will be under warranty for nine (9) months. All defect items during the warranty period needs to be replaced immediately by a new one matching the existing items or equivalent, as approved by the Superintending Officer without any additional charges to the government. All warranty will commence after the whole project has been completed. For more details the contractor may contact the Superintending Officer.
- 3.2 The Government shall not be responsible for any wrong supply of materials and parts or accessories, Superintending Officer will have the right to instruct the contractor to supply the correct materials and parts or accessories without extra charges and delay to the Government.
- 3.3 The contractor must not leave any of their tools, materials, equipment or belongings onsite after office hours and the Government will not take any responsibility for any lost items during or after the works.

4.0 USE OF SITE

- 4.1 The Contractor shall not use any of the sites for any purpose other than that of carrying out the works stipulated in these Specifications.

4.2 The Contractor shall, at all times, keep the sites clear and free from all surplus materials, rubbish, or debris arising from the execution of the works and keep the sites in clean conditions.

5.0 BASIC EQUIPMENT STANDARDS

5.1 All equipment and materials to be supplied and installed under this contract shall be of first grade design and manufacture, and shall comply with the latest Brunei Standard Specifications, or in the absence of such standard, to the latest British or Australian Standard

5.2 Uniformity of equipment shall be maintained throughout the installation. Where manufactures are specified herein or in the drawing or described as follows, they are intended to define acceptable standards of equipment. Tenderers may submit alternative equipment which shall be equal in every respect to the specified items.

6.0 INSURANCES

6.1 The Contractor shall procure the following insurances and shall remain effective throughout the contract period and any extension of time granted:

- i. Workmen Compensation
- ii. Public Liability
- iii. Fire

7.0 SECURITY

7.1 Where the works are to be carried out within a secure area, the Contractor shall provide to the Superintending Officer the 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)

7.2 Where security passes are issued to the Contractor's personnel, the Contractor is responsible for the proper use of the passes.

7.3 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.

8.0 HEALTH AND SAFETY PRECAUTIONS AGAINST FIRE, NOISE CONTROL AND ETC.

8.1 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 them 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.

8.2 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.

8.3 The Contractor shall also ensure that all measures are taken to control noise levels produced during the Maintenance Services.

8.4 The Contractor shall ensure that all equipment is/are safe and operable prior to handing over to the Government.

SCHEDULE A – LIST OF LOCATION

ITEM	LOCATION		
1	BLOCK A	GROUND FLOOR	MAIN ENTRANCE
			LOBBY
			TELEPHONE OPERATOR ROOM
			FINANCE UNIT
			SURGICAL DEPARTMENT
			PODIATRY
			PHLEBOTOMY
		1 ST FLOOR	WARD 3
			WARD 4
			WALKWAY
		2 ND FLOOR	WARD 10
			WARD 11
WALKWAY			
2	BLOCK B	GROUND FLOOR	OTOLARYNGOLOGY [ENT]
			DERMATOLOGY [SKIN]
			PHYSICIAN [PHY]
			DIETITIAN
		1 ST FLOOR	LABORATORY + BLOOD BANK
			BLOOD DONATION
			WALKWAY
		2 ND FLOOR	MEDICAL SOCIAL WORKER [MSW]
			INFORMATION TECHNOLOGY UNIT [IT]
			BIO MEDICAL ENGINEERING UNIT [BME]
			INFECTION CONTROL UNIT
			HUMAN RESOURCES UNIT [HR]
3	BLOCK C	GROUND FLOOR	OUT-PATIENT DEPARTMENT
		1 ST FLOOR	WARD 1
			OPERATION THEATRE [OT]

ITEM	LOCATION		
		2 ND FLOOR	WALKWAY
			WARD 8
			WARD 9
			WALKWAY
4	BLOCK D	GROUND FLOOR	LOBBY
		1 ST FLOOR	CARDIAC CENTRE
			IN-PATIENT PHARMACY
2 ND FLOOR	WARD 12		
5	BLOCK E	GROUND FLOOR	RADIOLOGY
		1 ST FLOOR	X-RAY RECORDS
		2 ND FLOOR	INTENSIVE CARE UNIT [ICU]
6	BLOCK F	GROUND FLOOR	ORTHOPEDICS
			OPHTHALMOLOGY [EYE]
7	BLOCK G	GROUND FLOOR	MEDICAL RECORD OFFICE [MRO]
8	BLOCK H	GROUND FLOOR	PHYSIOTHERAPY
		1 ST FLOOR	SURAU (MALE)
			SURAU (FEMALE)
			WALKWAY
9	BLOCK J	GROUND FLOOR	PHARMACY
10	BLOCK K	GROUND FLOOR	KITCHEN
		1 ST FLOOR	CENTRAL STERILE SERVICES DEPARTMENT [CSSD]
11	BLOCK L	GROUND FLOOR	MEETING ROOM [IBNU SINA]
			CUSTOMER SERVICES
			SUPPLY AND PROCUREMENT OFFICE
			HEAD ATTENDANT UNIT
		1 ST FLOOR	CHIEF EXECUTIVE OFFICER OFFICE
			SENIOR HOSPITAL ADMINISTRATOR OFFICE
			MEDICAL SUPERINTENDENT OFFICE

ITEM	LOCATION		
			MEETING ROOM [AQUARIUM]
			NURSING ADMINISTRATION OFFICE
12	BLOCK M	GROUND FLOOR	DRIVER'S OFFICE
			CLEANER'S OFFICE
13	BLOCK N	GROUND FLOOR	MENTAL HEALTH UNIT [MHU]
			WARD 16
			WARD 17
14	BLOCK O	GROUND FLOOR	PSYCHIATRIC CLINIC
15	BLOCK P	GROUND FLOOR	MORTUARY
			ESTATE MANAGEMENT SECTION
16	BLOCK Q	GROUND FLOOR	LINEN
			LAUNDRY
			MEDICAL STORE
17	BLOCK R	GROUND FLOOR	LOBBY & WALKWAY
			PAEDIATRIC CLINIC
			OBSTETRIC & GYNAECOLOGY
		1 ST FLOOR	LOBBY
			IN-PATIENT DENTAL
			WARD 5
			WARD 6
			SPECIAL CARE BABY UNIT [SCBU]
			MATERNITY OPERATING THEATRE [MOT]
		2 ND FLOOR	WARD 15
AUDIOLOGY			

SCHEDULE B – CONSUMABLES

All items listed in this Schedule B are not to be charged/payable and shall be considered as included in all installation/repair/rectification works.

NO.	ITEM
1	Adhesives / Tapes (e.g., double sided, masking)
2	Screws, Nuts, Bolts and Washers, etc.
3	Brackets, Mounts and Anchors, etc.

SCHEDULE 1

TENDER FORM

No.	Description	Unit	Rate \$	Amount		
				Quantity	\$	¢
	<p><u>SECTION 1 – PRELIMINARIES AND GENERAL CONDITIONS</u></p> <p><u>Note:</u></p> <p>The contractor shall carry out site visit inspection and take into account all aspects and conditions of site before submitting the tender. The contractor must fill this schedule at the time of tendering. Supply all materials, labor, tools and everything else deemed necessary to carry out work as specified in the listing below. No claims for additional payment will be entertained on the ground of misunderstanding or misinterpretation of the conditions, measurements, etc.</p>					
A	PRELIMINARIES					
1.0	<p>Allow sum of preliminaries shall comply with specification and other requirements. The contractor shall undertake to execute everything that is deemed necessary prior to the commencement of works. Mobilization and demobilization of all tools, equipment, platforms and other items as required and necessary for the execution and completion of the works.</p> <p>Insurance policies. Allow for the expenses incurred for providing policies and other insurances as may be necessary to protect the Contractor's and Government's interest and shall valid until the end of the defect liability(maintenance) period: -</p>	LOT		1		
1.1	Workmen's Compensation's Policy in the joint names of the Government and the Contractor.	LOT		1		
1.2	Public liability Policy in the joint names of the Government and the Contractor.	LOT		1		
1.3	Fire policy in the joint names of the Government and the Contractor.	LOT		1		
TOTAL AMOUNT CARRIED FORWARD						

No.	Description	Unit	Rate \$	Amount		
				Quantity	\$	¢
B	GENERAL CONDITIONS					
	The contractor price shall consider for all costs associated therewith. The contractor shall assess the extent of work involved during the site visit. The following quantities are only an approximate value, any addition of signage may be required and the contractor shall have already considered this in their price. No claim charges or whatsoever shall be entertained due to contractor's failure to assess the extent of the work involved during the tender stage.					
	All contractors are to prepare and submit proposed 2D design / draft / sample catalogue to be attached with quotation for all the following signage upon discussion and instructed by Supervising Officer (S.O.) (Malay lettering should be above and bigger than English lettering).					
	SECTION 2 – GENERAL WORKS					
2.0	To dismantle and remove existing signage (including frames, strings, screws, etc.) to be dumped to contractor's own dumpsite. Works include all necessary repairs and make good any affected area by plastering or touch up minor cracks at base surface of internal wall as instructed by S.O., and prepare surface for installation of new signage (including any drilling or other necessary works required for proper installation).	LOT		1		
3.0	SECTION 3 – LABELLING SIGNAGE					
3.1	To supply and install new DOOR / WALL SIGNAGE using full colour digital printout sticker on a 3mm thick acrylic base with Matte finishing. All lettering shall be made with font size of 3-5cm depending on the text. Signages are to be installed on existing door / above door / wall using adhesive tape backing (or approved equivalent) at appropriate height and position. Size: 30cm - 40cm (w) x 12cm - 15cm (h) Colour: White and Blue Refer to Appendix I Section A for example.	NO.		540		
3.1	To supply and install DOOR / WALL SIGNAGE using full colour digital printout sticker on Aluminium plate with Matte finishing and Metal frame or any other approved equivalent. All lettering shall be made with font size of 6-10cm depending on the text. Signages are to be installed on existing door / above door / wall using adhesive tape backing (or approved equivalent) at appropriate height and position. Size: (a) 40cm - 45cm (w) x 25cm - 30cm (h) (b) 60cm - 70cm (w) x 30cm - 35cm (h) Colour: White and Blue Refer to Appendix I Section B for example	NO. NO.		5 15		
TOTAL AMOUNT CARRIED FORWARD						

No.	Description	Unit	Rate \$	Amount		
				Quantity	\$	¢
3.2	To supply and install double sided WING SIGNAGE using full colour digital printout sticker on both sides of a 3mm thick Acrylic base with Matte finishing. All lettering shall be made with font size of 3-5cm depending on the text. Signages are to be installed on existing wall in accordance to the door height, complete with any required frames / screws / brackets / accessories and should include any arrows / symbols if necessary. Size: 30cm - 40cm (w) x 12cm - 15cm (h) Colour: White and Blue Refer to Appendix I Section C for example.	NO.		155		
3.3	To supply and install double sided (when required) HANGING SIGNAGE using full colour digital printout sticker on Aluminium plate with Matte finishing and Metal frame or any other approved equivalent. All lettering shall be made with font size of 6-10cm depending on the text. Signages are to be securely installed on existing ceiling in appropriate position, complete with any required stainless-steel hanging accessories and any arrows / symbols if necessary. Size: a. 40cm - 45cm (w) x 25cm - 30cm (h) b. 60cm - 70cm (w) x 30cm - 35cm (h) Colour: White and Blue Refer to Appendix I Section D for example.	NO. NO.		20 33		
4.0	<u>SECTION 4 – MRO, PHARMACY AND FINANCE SIGNAGE</u>					
4.1	To supply and install WALL SIGNAGE using full colour digital print out sticker on a 3mm thick acrylic base with Matte finishing. All lettering shall be made with font size of 8-12cm depending on the text. Signages are to be installed on wall using adhesive tape (or approved equivalent) backing at appropriate height and position. Size: 120cm - 325cm (w) x 20cm - 22cm (h) Colour: White and Blue Refer to Appendix I Section E for example	NO.		3		
4.2	To supply and install HANGING SIGNAGE using full colour digital print out sticker on Aluminium plate with Matte finishing and Metal frame or any other approved equivalent. All lettering shall be made with font size of 6-10cm depending on the text. Signages are to be installed on existing ceiling in appropriate position, complete with any required stainless-steel hanging accessories and any arrows / symbols if necessary. Size: 70cm - 80cm (w) x 22cm - 25cm (h) Colour: White and Blue Refer to Appendix I Section F for example	NO.		11		
TOTAL AMOUNT CARRIED FORWARD						

No.	Description	Unit	Rate \$	Amount		
				Quantity	\$	¢
	<u>SECTION 5 – HSE SIGNAGE</u>					
5.0	To supply and install DOOR / WALL SAFETY SIGNAGE for internal area of hospital for Wards / Clinics / Units / Walkways using Waterproof vinyl full colour cut out sticker on 3mm thick acrylic base with Matte finishing (Colour depending on item as per S.O. instructions). Signages are to be installed on existing door / above door / wall using adhesive tape backing. The signages include:					
5.1	First Aid Box (A4 Size)	No.		10		
5.2	Emergency Exit (A5 Size)	No.		86		
5.3	Fire Extinguisher (A5 Size)	No.		164		
5.4	Fire Hose Reel (A5 Size)	No.		48		
5.5	Fire Hose Reel – Arahan (A5 Size)	No.		41		
5.6	Dilarang Merokok (A4 Size)	No.		151		
5.7	Toilet Reminder 1 (A4 Size)	No.		193		
5.8	Toilet Reminder 2 (A4 Size)	No.		150		
5.9	Notice Reminder – Pintu Ditutup (A4 Size)	No.		75		
5.10	Flammable Gas (A5 Size)	No.		66		
5.11	Flammable Liquid (A5 Size)	No.		5		
5.12	Biohazard Infectious Waste (A4/A5 Size)	No.		105		
5.13	Emergency Wash Station (A4/A5 Size)	No.		14		
5.14	Hand Washing Station (A4/A5 Size)	No.		210		
5.15	Cardiac Emergency (A4/A5 Size)	No.		57		
5.16	No Photography / Video (A4 Size)	No.		233		
5.17	Authorised Staff Only (A4 Size)	No.		187		
5.18	Assembly Point (A2 Size)	No.		7		
5.19	Evacuation Plan (A2/A3 Size)	No.		2		
	Refer to Appendix I Section G for example.					
TOTAL AMOUNT CARRIED FORWARD						

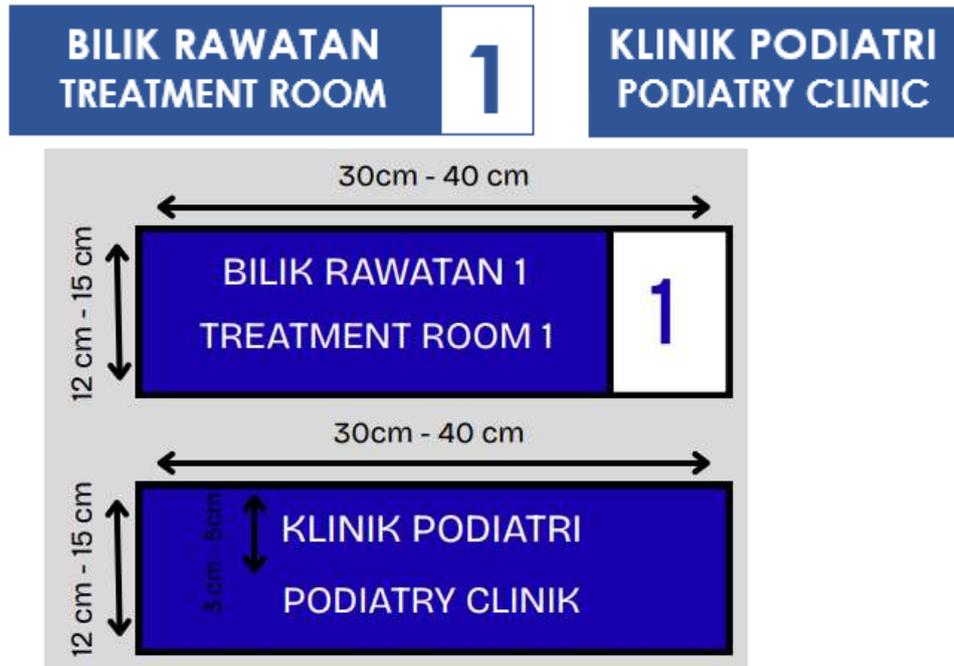
No.	Description	Unit	Rate \$	Amount		
				Quantity	\$	¢
6.0	<u>SECTION 6 – DIRECTORY SIGNAGE</u>					
	To supply and install double sided (when required) HANGING DIRECTORY SIGNAGES for internal hospital directions using full colour digital print out sticker on Aluminium plate with Matte finishing and Metal frame or any other approved equivalent. All lettering shall be made with font size of 8-12cm depending on the text. Signages are to be installed on existing ceiling in appropriate position, complete with any required stainless-steel hanging accessories and any arrows / symbols if necessary. Refer to Appendix I Section H for example.	NO.		20		
	To supply and install WALL MOUNTED DIRECTORY SIGNAGES for internal hospital directions using full colour digital print out sticker on Aluminium plate with Matte finishing and Metal frame or any other approved equivalent. All lettering shall be made with font size of 8-12cm depending on the text. Signages are to be installed on existing wall in appropriate position, complete with any required mounting accessories and any arrows / symbols if necessary. Refer to Appendix I Section H for example.	NO.		15		
7.0	<u>SECTION 7 – ADDITIONAL SIGNAGE</u>					
7.1	To supply and install PUSH & PULL DOOR SIGNAGE using full colour reverse printing sticker on 3mm thick acrylic base with Matte finishing. Signages are to be installed on existing doors at appropriate position using adhesive tape backing. Size: 8cm - 10cm (w) x 15cm - 20cm (h) Refer to Appendix I Section I for example.	NO.		80		
7.2	To supply and install DOOR / WALL SIGNAGE using full colour digital print out sticker on a 3mm thick Acrylic base . All lettering shall be made with font size of 6-10cm depending on the text. Signage are to be installed on existing door / above door / wall using adhesive tape backing. Size: 80cm – 90cm (w) x 90cm – 100cm (h) Colour: White and Blue Refer to Appendix I Section J for example.	NO.		1		
TOTAL AMOUNT CARRIED FORWARD						

No.	Description	Unit	Rate \$	Amount		
				Quantity	\$	¢
7.3	To supply and install DOOR / WALL SIGNAGE using full colour digital print out sticker on a 3mm thick acrylic base . All lettering shall be made with font size of 6-10cm depending on the text. Signages are to be installed on existing door / above door / wall using adhesive tape backing. Size: 80cm – 90cm (w) x 90cm – 100cm (h) Colour: White and Blue Refer to Appendix I Section K for example.	No.		4		
9.0	To supply and install DOOR SIGNAGE using full colour digital print out sticker on a 3mm thick acrylic base with lettering of font size 3-5cm for labelling of existing electrical rooms within hospital compound, installed at appropriate position using adhesive tape backing or other approved equivalent (as per S.O. instructions). Size: 30cm - 40cm (w) x 12cm - 15cm (h) Colour: White and Blue Refer to Appendix I Section K for example.	No.		20		
TOTAL AMOUNT (CARRIED TO TENDER FORM)						

SECTION A

DOOR/WALL SIGNAGE (ACRYLIC BASE)

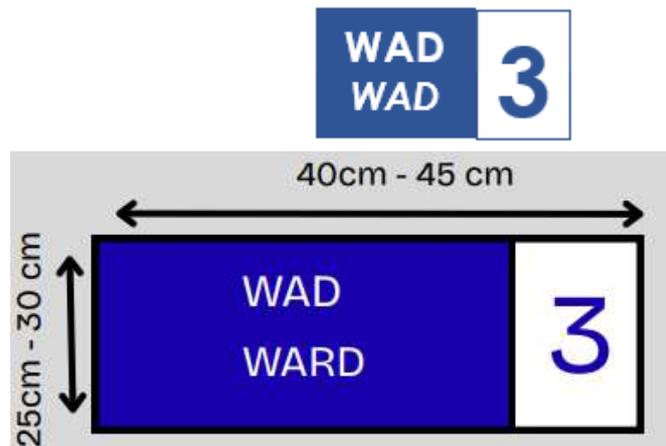
- Wards / Clinics / Units / Office / Room;



SECTION B

DOOR/WALL SIGNAGE (ALUMINIUM PLATE)

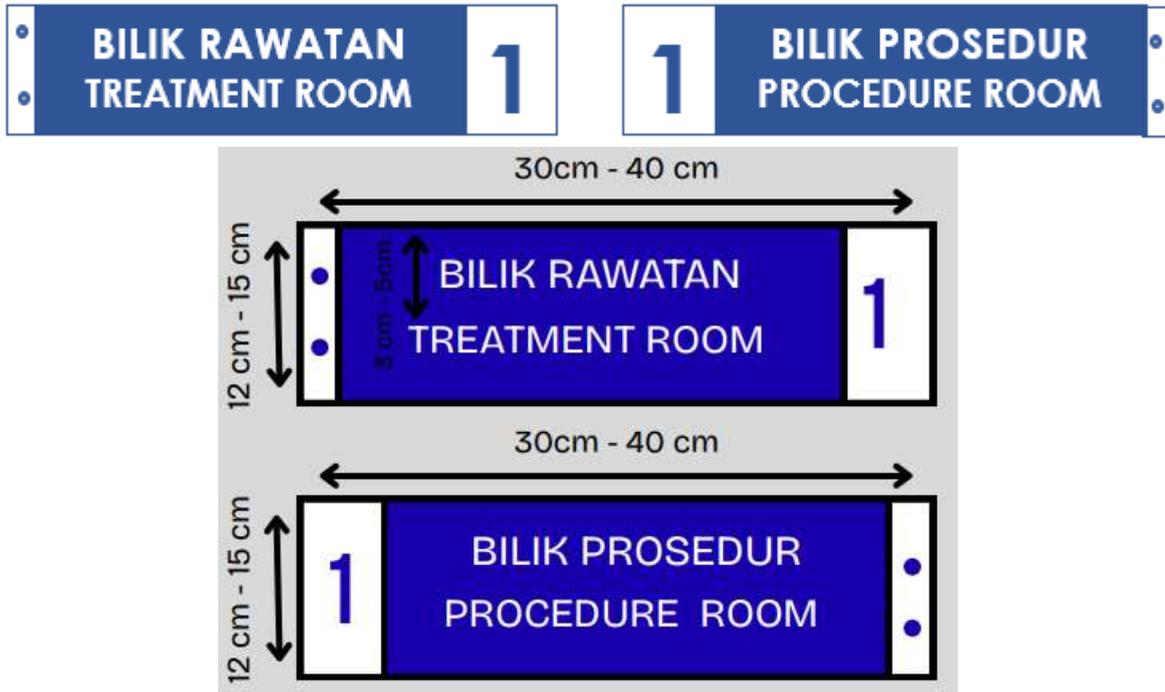
- Main Entrance Door - Wards / Clinics / Units;



SECTION C

WING SIGNAGE

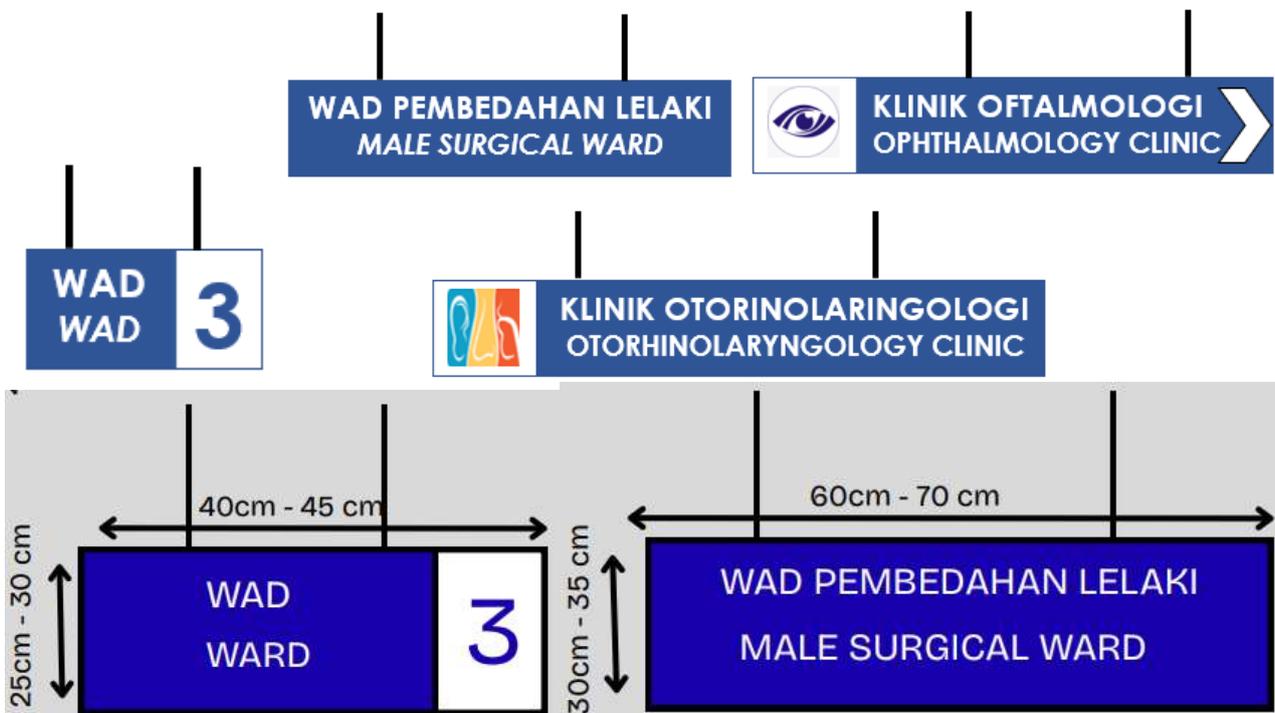
- Wards / Clinics / Units / Office / Room;
- Example:



SECTION D

HANGING SIGNAGE (LABELLING)

- Wards / Clinics / Units / Office / Room;
- Example:



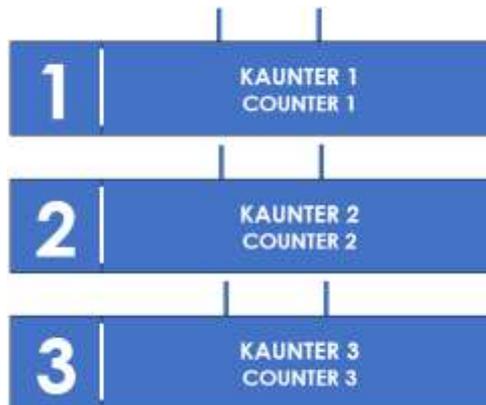
SECTION E

WALL SIGNAGE (MRO/PHARMACY/FINANCE)

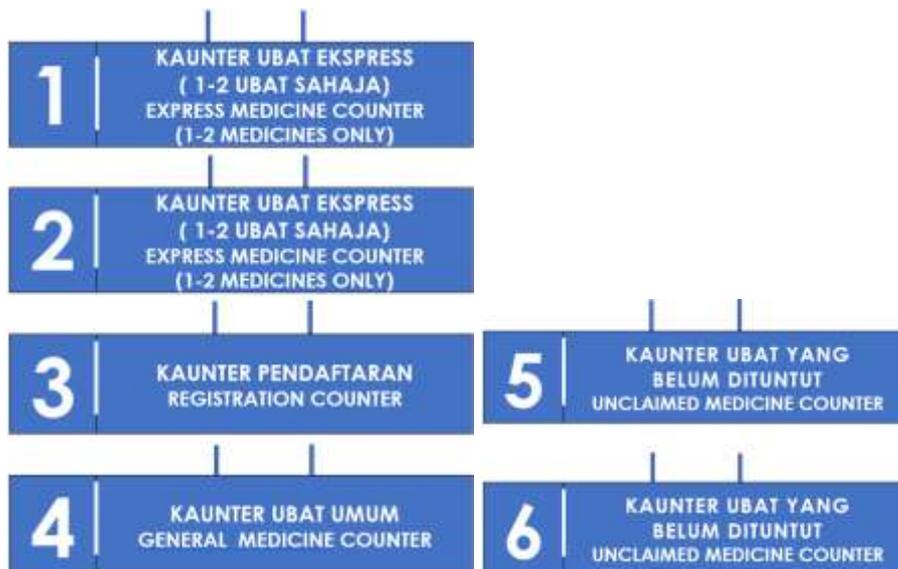


SECTION F

HANGING SIGNAGE (MRO):



HANGING SIGNAGE (PHARMACY):



SECTION G

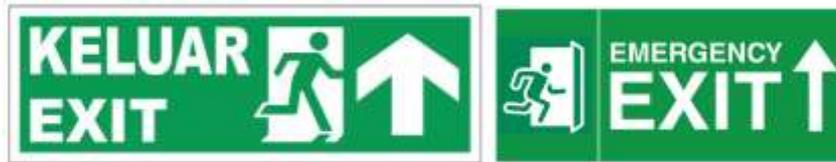
HSE SIGNAGE

- Wards / Clinics / Units / Walkways;
- Example:

First Aid Box:



Emergency Exit:



Fire Extinguisher:



Fire Hose Reel:



Fire Hose Reel – Arahan:



Dilarang Merokok:



Toilet Reminder 1:



Toilet Reminder 2:



Notice Reminder – Pintu Ditutup:



Flammable Gas:



Flammable Liquid:



Biohazard Infectious Waste:



Emergency Wash Station:



Hand Washing Station:



Cardiac Emergency:



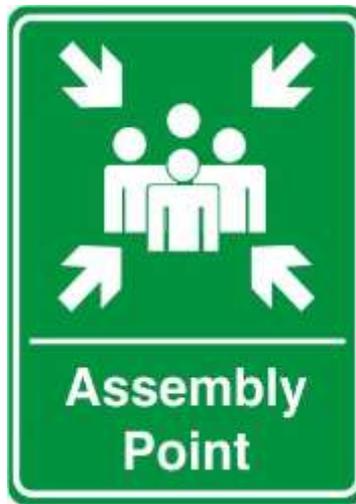
No Photography / Video:



Authorized Staff Only:



Assembly Point:

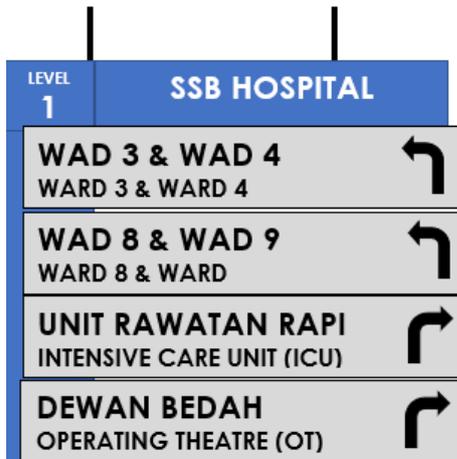


Evacuation Plan:



SECTION H

DIRECTORY SIGNAGE



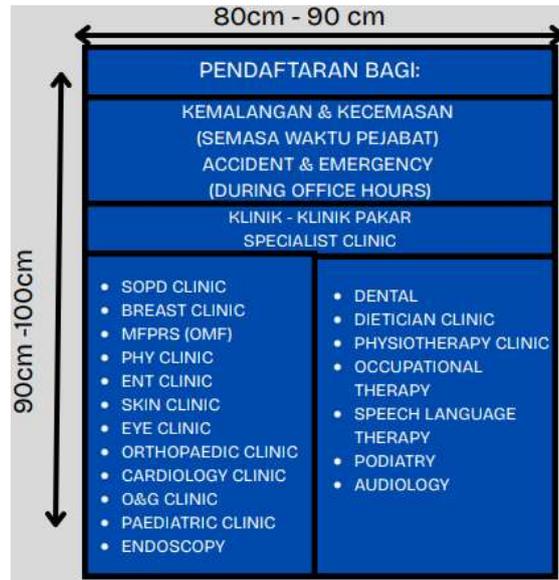
SECTION I

PUSH & PULL DOOR SIGN



SECTION J

SPECIALIST CLINIC & A/E (OFFICE HOURS) REGISTRATION



SECTION K

OUTPATIENT CLINIC & A/E (NON-OFFICE HOURS) REGISTRATION



SECTION A: LABELLING SIGNAGE		
BLOCK A	Ground Floor	Unit Kewangan / <i>Finance Unit</i>
		Bilik Operator Telefon / <i>Telephone Operator Room</i>
		Unit Pesakit Luar Pembedahan / <i>Surgical Out-Patient Department</i>
		Unit Podiatri / <i>Podiatry Unit</i>
		Unit Pengambilan Darah/ <i>Phlebotomy Unit</i>
	1st Floor	Wad 3 (Pembedahan Lelaki) / <i>Ward 3 (Male Surgical)</i>
		Wad 4 (Pembedahan Perempuan) / <i>Ward 4 (Female Surgical)</i>
	2nd Floor	Wad 10 (Perubatan Lelaki) / <i>Ward 10 (Male Medical)</i>
Wad 11 (Perubatan Perempuan) / <i>Ward 11 (Female Medical)</i>		
BLOCK B	Ground Floor	Klinik Otolaryngologi (ENT) / <i>Otolaryngology Clinic (ENT)</i>
		Klinik Dermatologi (Kulit) / <i>Dermatology Clinic (Skin)</i>
		Klinik Pakar Perubatan / <i>Physician Clinic (PHY)</i>
		Klinik Pakar Perumahan / <i>Dietitian Clinic</i>
	1st Floor	Unit Makmal / <i>Laboratory Unit</i>
		Blood Bank
	2nd Floor	Bahagian Pekerja Sosial Perubatan / <i>Medical Social Worker Department</i>
		Bahagian Teknologi Maklumat / <i>Information Technology Department</i>
		Unit Kejuruteraan Perubatan Hayat / <i>Biomedical Engineering Unit</i>
		Bahagian Kawalan Infeksi / <i>Infection Control Department</i>
		Bahagian Sumber Tenaga Manusia / <i>Human Resources Department</i>
BLOCK C	Ground Floor	Bahagian Kecemasan / <i>Emergency Department</i>
		Klinik Pesakit Luar / <i>Out-Patient Clinic</i>
	1st Floor	Wad 1 (Nefrologi) / <i>Ward 1 (Nephrology)</i>
		Bilik Bedah / <i>Operation Theatre Room</i>
	2nd Floor	Wad 8 (Kelas Pertama) / <i>Ward 8 (First Class)</i>
		Wad 9 (Pengasingan) / <i>Ward 9 (Isolation)</i>
BLOCK D	1st Floor	Unit Pakar Jantung / <i>Cardiology Unit</i>

SECTION A: LABELLING SIGNAGE		
	2nd Floor	Farmasi Wad / <i>Ward Pharmacy</i>
		Wad 12 (Endoskopi) / <i>Ward 12 (Endoscopy)</i>
BLOCK E	Ground Floor	Radiologi / Radiology
	1st Floor	Bilik Rekod X-Ray/ <i>X-Ray Record Room</i>
	2nd Floor	Unit Rawatan Rapi / <i>Intensive Care Unit</i>
BLOCK F	Ground Floor	Klinik Ortopedik / <i>Orthopaedic Clinic</i>
		Klinik Oftalmologi / <i>Ophthalmology Clinic</i>
BLOCK G	Ground Floor	Unit Rekod Perubatan / <i>Medical Record Office</i>
BLOCK H	Ground Floor	Unit Fisioterapi / <i>Physiotherapy Unit</i>
	1st Floor	Surau Lelaki / <i>Male Prayer Room</i>
		Surau Perempuan / <i>Female Prayer Room</i>
BLOCK J	Ground Floor	Jabatan Farmasi / <i>Pharmacy Department</i>
BLOCK K	Ground Floor	Dapur / <i>Kitchen</i>
	1st Floor	Jabatan Perkhidmatan Pembasmi Kuman / <i>Central Sterile Services Department</i>
BLOCK L	Ground Floor	Bilik Mesyuarat (Ibnu Sina) / <i>Meeting Room (Ibnu Sina)</i>
		Unit Perkhidmatan Pelanggan / <i>Customer Services Unit</i>
		Unit Pembelian dan Perbekalan Am / <i>Supply and Procurement Unit</i>
		Unit Ketua Atendan / <i>Chief Attendant Unit</i>
	1st Floor	Pejabat Ketua Pegawai Eksekutif / <i>Chief Executive Officer Office</i>
		Pejabat Penguasa Perubatan / <i>Medical Superintendent Office</i>
		Pejabat Pentadbir Hospital / <i>Hospital Administrator Office</i>
		Bilik Mesyuarat (Akuarium) / <i>Meeting Room (Aquarium)</i>
		Pejabat Pentadbiran Kejururawatan / <i>Nursing Administration Office</i>
BLOCK M	Ground Floor	Pejabat Pemandu / <i>Driver Office</i>
		Pejabat Pembersih / <i>Cleaner Office</i>
BLOCK N	Ground Floor	Unit Kesihatan Mental / <i>Mental Health Unit</i>
		Wad 16 (Psikiatrik Lelaki) / <i>Ward 16 (Male Psychiatric)</i>
		Wad 17 (Psikiatrik Perempuan) / <i>Ward 17 (Female Psychiatric)</i>

SECTION A: LABELLING SIGNAGE		
BLOCK O	Ground Floor	Klinik Psikiatrik / <i>Psychiatric Clinic</i>
BLOCK P	Ground Floor	Bilik Mayat / <i>Mortuary</i>
		Bahagian Pengurusan Estet / <i>Estate Management Section</i>
BLOCK Q	Ground Floor	Tukang Jahit / <i>Linen</i>
		Dobi / <i>Laundry</i>
		Stor Perubatan / <i>Medical Store</i>
BLOCK R	Ground Floor	Klinik Pediatrik / <i>Paediatric Clinic</i>
		Klinik Obstetrik dan Ginekologi / <i>Obstetrics & Gynaecology Clinic</i>
	1st Floor	Klinik Pergigian Pesakit Dalam / <i>In-patient Dental Clinic</i>
		Wad 5(Wad Selepas Bersalin dan Ginekologi / <i>Ward 5 [Post-Natal and Gynaecology]</i>
		Wad 6 (Antenatal) / <i>Ward 6 (Antenatal)</i>
		Bilik Bedah Bersalin / <i>Maternity Operating Theatre</i>
		Unit Penjagaan Khas Anak / <i>Special Care Baby Unit [SCBU]</i>
	2nd Floor	Wad 15 (Paediatrik) / <i>Ward 15 (Paediatric)</i>
Klinik Saringan Pendengaran Anak Damit/ <i>Newborn Hearing Screening Clinic</i>		

TENDER FORM

TENDER REFERENCE NO.: KK/38/2026/SSBH

**INVITATION TO TENDER
TO SUPPLY AND INSTALL SIGNAGE COMPLETE WITH OTHER ACCESSORIES AT SURI SERI
BEGAWAN HOSPITAL, KUALA BELAIT**

1. I/we, the undersigned having examined and fully understood the tender Documents, inspected and checked the site, offer to carry out and execute the above work in accordance with all relevant Standards Specification and Codes of Practice for the sum of Brunei Dollars.

Brunei Dollars _____
_____ (B\$ _____) only.

2. If my/our tender is accepted, I/we undertake to complete the whole works **within FOURS MONTHS from** the date of possession/commencement allowing for all possible cause of delay which can reasonably be foreseen and not merely representing the number of working days required.
3. I/we confirm that my/our tender has been calculated on a firm price basis and that I/we have taken into account all aspects, site conditions and other matters that may affect the works. I/we understand that I/we not be allowed any claims for payment that may arise out of my/our misunderstanding, and/or misinterpretation and/or miscalculation of the works and/or site conditions.
4. I/We agree to the provision and conditions in **Appendix**.
5. I/we understand and agree that the Government has the option to accept part of my/our tender and I/we agree and confirm that in such case, there shall be no adjustment of my/our tender prices and/or rates.
6. Unless and until a formal agreement is prepared and executed, this tender offer together with your Letter of Acceptance thereof shall constitute a legal and binding contract between us.
7. 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.
8. Our offer is valid for **six (6)** calendar months from the tender closing date.
9. When requested by you, we shall extend the validity of this offer.

Signature & Date

Name

In the capacity of

(Position in the Company)

(Tenderer Official Stamp)

On behalf of

(Name of Company).

Address

Telephone & Fax

MOD Registration No

(Copy of MOD Registration Certificate to be attached)

Class / Category

Tender Deposit No.

SITE VISIT FORM

TENDER REFERENCE NO: KK/38/2026/SSBH

**INVITATION TO TENDER
TO SUPPLY AND INSTALL SIGNAGE COMPLETE WITH OTHER ACCESSORIES AT SURI SERI
BEGAWAN HOSPITAL, KUALA BELAIT**

COMPANY NAME : _____

DATE OF SITE VISIT : _____

I hereby on behalf of my Company has made a Site Visit to the work location on the date stated above and understand the work requirement(s) and all specification stated in this Tender document.

I (My Company) also agree not to make any additional claim to MOH should any accident(s) or damage(s) occur during the contract period.

CONTRACTOR'S SIGNATURE

NAME: _____

DATE: _____

COMPANY STAMP

FOR OFFICIAL USE ONLY

**VERIFIED BY
S.O./O.I.C.**

NAME: _____

DATE: _____

DEPARTMENT STAMP

The Contractor must fill in this form and obtain signature from the S.O./O.I.C. as verification for having visited the Site. Failing to do so will lead to **disqualification** from this Tender.

Note:

Site Visit shall **ONLY** be done on **Tuesday** or **Thursday** prior to the tender closing date.
(09.30 AM - 12.00 PM)
(01.45 PM - 04.00 PM)

Telephone No.:
3335331/2 ext. no. **3276/4304/3274**

SCHEDULE 2 – 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:
 - d. Other information which is considered relevant

SCHEDULE 3 – 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 4 – 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 5 – 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 3 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 6

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