



## REQUEST FOR QUOTATION (RFQ)

<i>Title</i>	TO SUPPLY AND DELIVERY OF HAND FAN
<i>Reference No.</i>	PR100009580
<i>Opening Date</i>	MONDAY, 05 <sup>TH</sup> FEBRUARY 2018
<i>Closing Date</i>	<del>THURSDAY, 08<sup>TH</sup> FEBRUARY 2018 BEFORE 2.00PM LOCAL TIME</del> EXTEND: THURSDAY, 01 <sup>ST</sup> MARCH 2018 EXTEND: TUESDAY, 19 <sup>TH</sup> MARCH 2018
<i>Work Category</i>	REGISTERED WITH TELBRU UNDER GS5 CLASS

Telekom Brunei Berhad (TelBru) seeks qualified vendors to execute the above work. Documents may be obtained from TelBru's Vendor Registration Unit, Supply Chain Management, Level 4, RB Plaza, Jalan Sultan, BS8811, Bandar Seri Begawan, Negara Brunei Darussalam from **Monday to Thursday (8.00am – 11.30am and 1.15pm – 4.45pm)** and **Friday (7.45am – 11.15am and 2.15pm – 4.45pm)** at no charge, or can otherwise can be downloaded from <https://www.telbru.com.bn/quotes>

**Note:**

This is a Request for Quotation only and is in no way constitutes as a firm Purchase Order (PO) or Contract. Telekom Brunei Berhad is not bound to accept the Vendor's quotation in part or whole.

TelBru's General Conditions of Purchase (GCP) shall prevail over the RFQ and any PO. The GCP and other relevant details are available for reference at <https://www.telbru.com.bn/scm/>

No correction fluid shall be used in the document. Errors shall be crossed out and initialed by the respective Vendor. Any Quotation found to be corrected using correction fluid will not be entertained.

Vendor Company's name and address is NOT to be printed on the cover of Quotation submission envelope which must be fully sealed. Description on the envelope shall be **RFQ Title, Reference Number, RFQ Opening & Closing Dates**. Quotations submitted shall be addressed to:

THE CHAIRPERSON OF TELBRU QUOTATION COMMITTEE  
LEVEL 4, RB PLAZA, JALAN SULTAN, BS 8811  
BANDAR SERI BEGAWAN,  
NEGARA BRUNEI DARUSSALAM

*Seri Ili*  
For TELEKOM BRUNEI BERHAD

# QUOTATION SUBMISSION

## IMPORTANT:

Vendors to provide all information requested below. Failure to do so may result in disqualification. Information submitted should be completed on basis of EITHER Bill of Quantities (BOQ) + Bill of Materials (BOM) OR Bill of Materials (BOM) Only. Only Authorised Officers of the Vendor to sign and stamp the bid submission.

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## VENDOR DETAILS

- A. Company Name: .....
- B. Company Address: .....  
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- C. TelBru's Vendor Registration Certificate: **(please attach)**
- D. Authorised Vendor  
Representative Name: .....
- E. Company Position: .....
- F. Telephone No: .....
- G. Fax No: .....
- H. Email Address: .....
- I. Signature: .....
- J. Date: .....

## FORM OF SUBMISSION

### FOR SERVICES AND MATERIALS (BOQ AND BOM)

Please attach all details of the following and tick box to confirm attachments:

- A. Vendor Organization Chart for Project Delivery
- B. Equipment List (Based on the work awarded on the BOQ and BOM)
- C. Workmen's Compensation, Public Liability (3<sup>rd</sup> party insurance) and Work Permit for non-local staff who will be part of project delivery
- D. Project Timeline & Implementation Plan

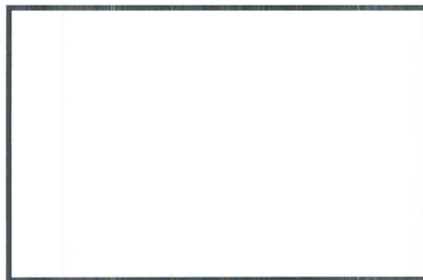
- E. Model/Brand for Materials: .....
- F. Manufacturer and Country of Origin for Materials: .....
- G. Delivery Period of Materials: .....
- H. Bid Validity period: .....
- I. Warranty Period: .....

**OR**

**FOR SUPPLY OF MATERIALS (BOM ONLY)**

Please attach all details of the following and tick box to confirm attachments:

- A. Model/Brand for Materials: .....
- B. Manufacturer and Country of Origin of Materials .....
- C. Supporting Document/technical Document for Materials .....
- D. Delivery Period: .....
- E. Sample availability: **YES/NO** (Please circle **YES** if available, **NO** for unavailability)
- F. Bid Validity period: .....
- G. Warranty Period: .....



**SIGNATURE OF AUTHORISED VENDOR REPRESENTATIVE & COMPANY STAMP**

**NAME OF SIGNATORY:** .....

**DATE:** .....

## SCHEDULE OF PRICES

NO.	BILL OF QUANTITIES (BOQ)	QUANTITY	UOM	UNIT PRICE	TOTAL PRICE
1	TO SUPPLY AND DELIVERY OF HAND FAN WITH TELBRU LOGO Handle colour: Orange / Black Size: 15cm X 24.5cm Material: PVC Printing: Full colour ( Double Side)	500	Pcs		
GRAND TOTAL PRICE					