



REQUEST FOR INFORMATION

<i>Enquiries Title</i>	TRUCK FOR TELBRU PROMOTIONAL MOBILITY
<i>Enquiries No.</i>	PR100009736
<i>Enquiries Opening</i>	MONDAY, 12 TH MARCH 2018
<i>Enquiries Closing</i>	TUESDAY, 20 TH MARCH 2018, BEFORE 2.00PM LOCAL TIME
<i>Eligibility</i>	REGISTERED WITH TELBRU CLASS GS2(TRANSPORTATION)

Telekom Brunei Berhad is looking for a qualified vendors to execute the above work. Enquiries document can be obtained from TelBru Vendor Registration Unit, Supply Chain Management, Level 4, RBA Plaza, Jalan Sultan, Bs 8811, 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) no charges**, or otherwise can be downloaded from <https://www.telbru.com.bn/eqquotes>

Note:

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

Please refer to our General Conditions of Purchase at <https://www.telbru.com.bn/scm/>

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

Company's name and address is NOT REQUIRED to be printed on the envelope. Once shown, the quotation will be disqualified. Description on the quotation envelope shall include **Enquiries Title, Enquiries Number, Enquiries Opening and Enquiries Closing**. Enquiries submitted shall be addressed to:

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

Siti Izzati
For TELEKOM BRUNEI BERHAD

REQUEST FOR INFORMATION

TRUCK FOR TELBRU PROMOTIONAL MOBILITY PROJECT



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INTRODUCTION & INSTRUCTIONS

1. As a leading Telecommunications services provider in Brunei¹, Telekom Brunei Berhad (TELBRU) invites suitable and interested companies to provide information for the Truck for TelBru promotional mobility Project as part of this Request for Information (RFI).
2. The information required is detailed in Part A of this RFI.
3. The company is required to submit the information in format as detailed in Section 2.
4. The Closing Date for Request for this RFI shall be on **Tuesday, 20th March 2018, before 2:00 pm local time.**
5. Companies intending to participate in this RFI should note that:
 - 5.1. TELBRU may issue a formal request for quotations at a later stage;
 - 5.2. TELBRU shall not be responsible for the cost of preparation of the submission in response to this RFI;
 - 5.3. TELBRU reserves the absolute right to cancel this RFI or any subsequent follow up activities as it deems necessary and appropriate in the circumstances;
 - 5.4. In the event this RFI is made available in electronic form, companies shall take note that when reading or uploading such copies of this RFI (or part thereof) shall so at their own risk and are accepting the entire risk of virus transmission;
 - 5.5. All submissions must comply with the terms and conditions, requirements and specifications contained in this RFI especially with regards to the schedules of submission in Part B of this document. Where no specific format is required the company is free to provide the information in the format of their choice.

¹ More information on Telbru is available on the website: www.Telbru.com.bn

6. The company is advised to fully understand these RFI documents carefully before submitting their proposal. It shall be the company's sole responsibility to ensure that a complete proposal is submitted.
7. In the event of any enquiries or clarifications in relation to this to this RFI, the company may submit as such by hand, post, fax and/or email:

To: TelBru Tender Secretary
Address: Telekom Brunei Berhad Headquarters,
Level 4, RBA Plaza,
Jalan Sultan, BS8811, Bandar Seri Begawan,
Negara Brunei Darussalam.
Tel: +673-2321321
Email: tenderbox@telbru.com.bn

(All emailed enquiries and communications must be entitled "Truck For TelBru Promotional Mobility Project")

8. These RFI documents shall be kept confidential and shall become TELBRU's proprietary information. It may only be disclosed in whole or partially to any third party, or to any employees of the company except other than any parties who needs to acquire such information for the purpose of this RFI and with a prior written consent of TelBru. Any of these RFI confidential information shall not be duplicated or used by the company except for the purpose of evaluating and participating in this RFI.
9. Trade secrets or proprietary information submitted in relation to this RFI shall not be subject to disclosure. However, should the company require any of its proprietary information needs to be protected, the company shall invoke the protection of their proprietary information prior to submitting it to TelBru where it shall be clearly identified for protection and provide the reasons for the protection sought.
10. This document is not to be construed as a legal document, and does not constitute an offer by TELBRU and has no legal effect whatsoever.

[THE REMAINDER OF THIS PAGE IS LEFT INTENTIONALLY BLANK]

PART A: Overview

1. This RFI is intended to seek relevant information on the companies with experience in respect to Truck For TelBru Promotional Mobility Project. In particular, information on experience of delivering requirements for 'Mobile Shop' project.
2. As a vehicle to formally obtain technical information only, this RFI will be used to obtain information for a Request for Quotation (RFQ) process that will enable TELBRU to obtain the services of a suitable company to provide effective services for Truck for TelBru promotional mobility Project requirements.
3. No Commercial Information is sought. No contract award for the purchase of services and/or products directly resulting from this RFI.
4. Interested companies providing submissions to this RFI may be invited to give presentations or further details on the proposals related to the information in the RFI. Any decision to subsequently issue of an RFQ for such services and solutions will be at the sole discretion of the TELBRU, and the TELBRU is under no obligation to initiate such an Invitation to Tender.
5. For further details required to be submitted, please refer to Part B/7(C) – Form of Submission.
6. The company may propose other necessary work-streams as an additional scope of work to meet the overall requirements of the company deliverables.

[END OF SECTION 1]

PART B: Form of Submission

1. The company shall provide their submissions in the format specified in this Section 2.

2. The companies shall send their proposals by hand, post, fax and/or email:

To: TelBru Tender Secretary
Address: Telekom Brunei Berhad Headquarters,
Level 4, RBA Plaza,
Jalan Sultan, BS8811, Bandar Seri Begawan,
Negara Brunei Darussalam.
Tel: +673-2321321
Email: tenderbox@telbru.com.bn

3. Submissions should be marked as follows:

Request for Information (RFI): Truck For TelBru Promotional Mobility Project

4. Submissions should be received no later than **Tuesday, 20th March 2018, before 2.00pm local time.**

5. The submission must be written in the English Language.

6. The company shall provide:

6.1 two (2) hardcopy submissions (one (1) original and one (1) copy)

6.2 one (1) soft copy on CD-ROM in PDF format.

7. The company is requested to submit their submissions as per the following order.

A. COVER LETTER

i) A cover letter for the submission of RFI, along with the company's business or registration certificates and other documents:

In the case of businesses registered or incorporated in Brunei Darussalam, they must submit a copy of form 16 and 17, IC of Licence Holder for Sole Proprietors and Partnerships, or copy of Form X, Memorandum and Articles of Association, Certificate of Incorporation, Notice of Situation of Registered Office and Particulars of Shareholders and Directors for public and private limited companies; and

In the case of businesses not registered or incorporated in Brunei Darussalam, they must submit the equivalent of the documents listed above.

The cover letter shall list the documents submitted in response to this RFI along with the company's business registration or company incorporation certificates and other relevant documents.

B. COMPANY PROFILE AND RELATED PROJECT EXPERIENCE

Companies shall provide their company Background and detail similar works delivered to other clients previously in the following format:

NAME OF FIRM/COMPANY:		
PRINCIPAL PLACE OF BUSINESS/REGISTERED ADDRESS:		
TELEPHONE:		
FAX:		
EMAIL:		
WEBSITE:		
DESCRIPTION OF SIMILAR WORK PERFORMED OVER THE LAST FIVE (5) YEARS INCLUDING ON-GOING PROJECTS:	CONTRACT DURATION AND COMPLETION DATE	PROJECT COST (B\$)
Project Name & Client Company		
...		
Project Name & Client Company		
...		
Project Name & Client Company		
...		
Project Name & Client Company		
...		
LITIGATION HISTORY (IF ANY):		
...		
...		
...		
...		

C. COMPANY'S PROFILE

Proposed company's profile must provide sufficient demonstration to confirm alignment to the requirements as detailed in **Appendix A** to this document.

[END OF DOCUMENT]

APPENDIX A

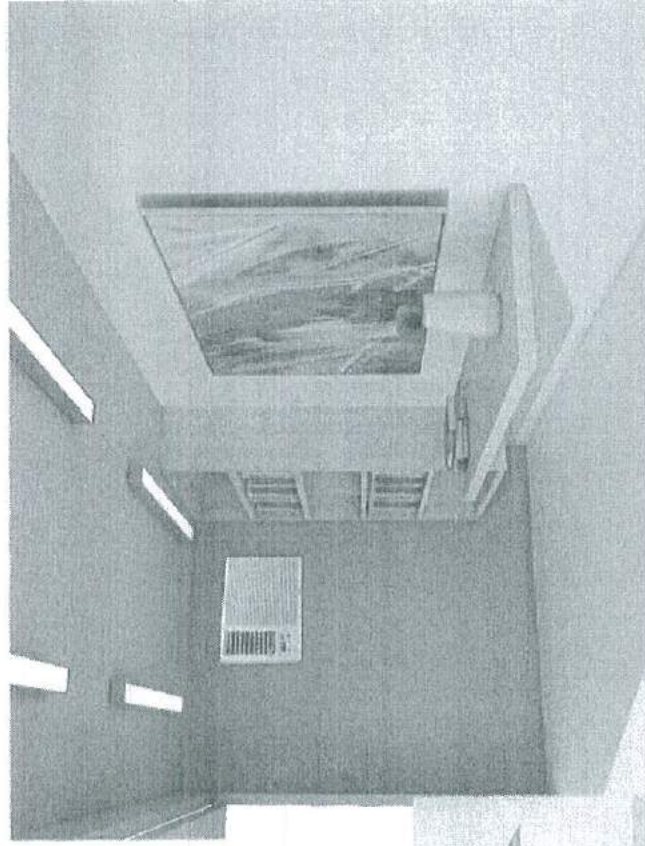
A. OBJECTIVE

Truck for TelBru promotional mobility for sales and marketing activities; 'MOBILE SHOP'.

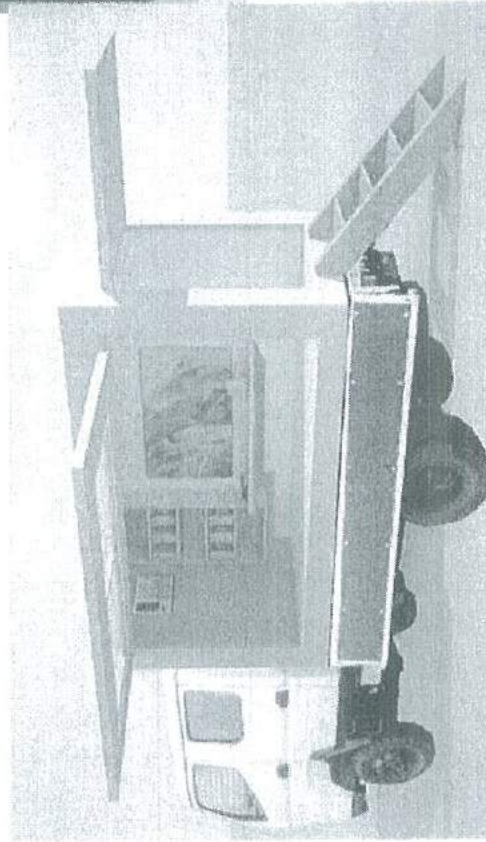
B. SCOPE OF WORK

- Retrofitting, testing and land transport Approval for Technical Assessment.
- Please find attached drawing draft.

WITH FABRICATED BOX MOUNTED



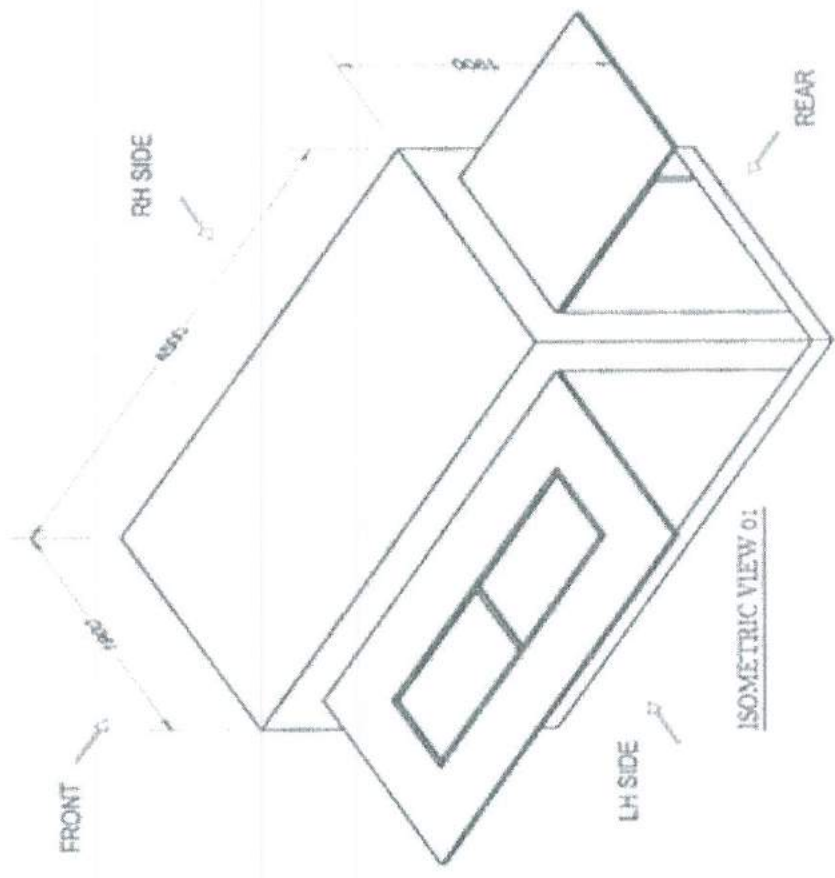
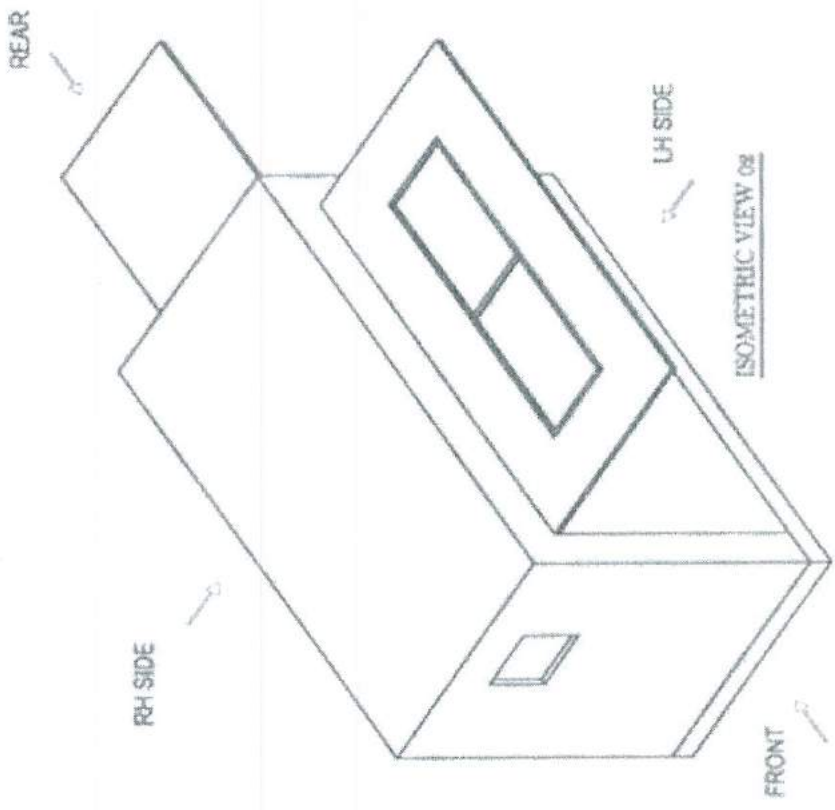
INTERIOR PERSPECTIVE VIEW

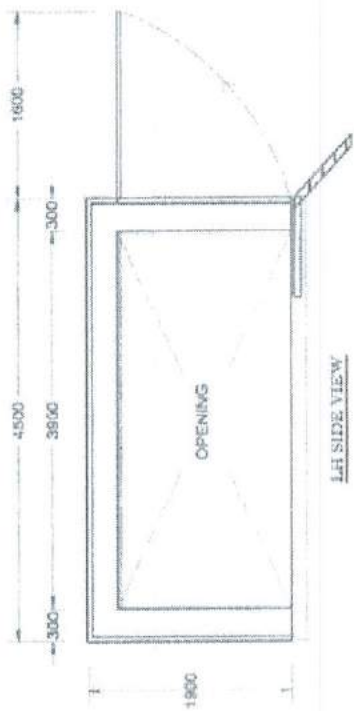


EXTERIOR PERSPECTIVE VIEW

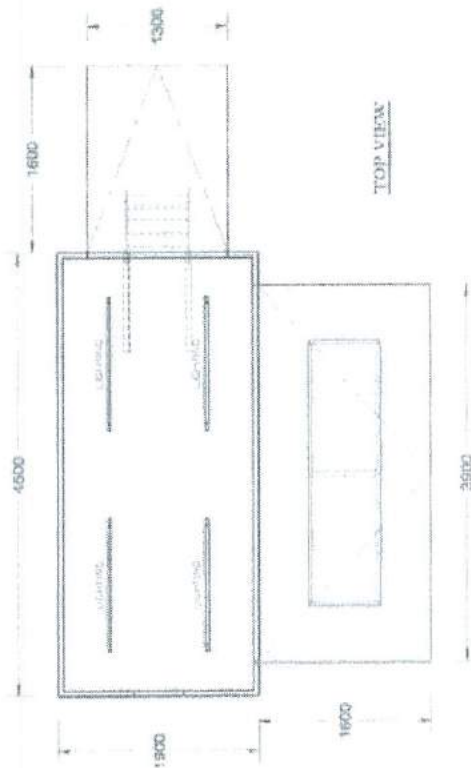
PROJECT TITLE:

PROPOSED MOBILE SHOP FOR TELBRU
BRUNEI DARUSSALAM

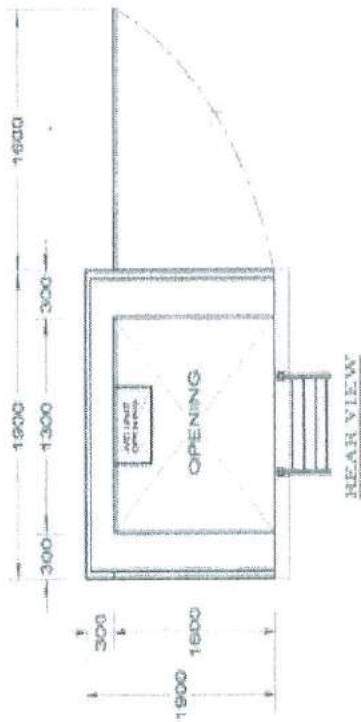




LEFT SIDE VIEW



TOP VIEW



REAR VIEW