JABATAN UKUR
KEMENTERIAN PEMBANGUNAN
NEGARA BRUNEI DARUSSALAM

UKUR021
BORANG SEBUTHARGA
/ QUOTATION FORM

Bilangan Sebutharga/ *Quotation Number*:	:	QTN/064/2025/2026
Tarikh Tutup/ *Closing Date*:	:	17 November 2025 @ 2.00 Petang

Sila isikan nama maklumat di bawah / *Please fill in the information below* :

Nama Syarikat / *Company Name* :

Nama Pemilik Berdaftar / *Registered Owner* :

Alamat Syarikat / *Company Address* :

Dimaklumkan Syarikat Tuan / Puan dipelawa untuk memberikan sebutharga bagi barang / perkhidmatan yang disenaraikan di bawah dengan mengisikan ruang sebutharga. / *Please provide a quotation for the following items by filling in the appropriate column.*

01. 11. 2025
Tarikh/ *Date*

JABATAN UKUR
Pengurusan Dan Pemeliharaan Aset
NEGARA BRUNEI DARUSSALAM

T.T. Ketua Bahagian dan Cap/
HoS's Signature and Stamp

Nota:
Borang sebutharga hendaklah di isi dengan maklumat syarikat yang lengkap. Pihak Jabatan tidak akan menerima mana-mana borang yang tidak lengkap dan akan dikira batal.
Note:
The quotation form must be filled with complete company information. The Department will not accept any form that is incomplete and will be considered invalid.

BIL/ *No*	KETERANGAN BARANG DAN PERKHIDMATAN/ *Description of Items and Services*	BANYAK/ *Quantity*	HARGA SEUNIT/ *Price Per Unit*	JUMLAH/ *Total*
	RENOVATE OF HIDAYAT MEETING ROOM AT JABATAN UKUR.			
1.	**PRELIMINARY** Include Labor charges, complete Safety PPE (Coverall, Helmet, Safety Harness, etc.), equipment required for the work. Contractor's all-in risk insurance policies Progress report / Photographs of before, during and after works	 1 Lot Lump sum Lump sum		
2.	**DEMOLISHING WORKS** To supply labour, working tools to dismantle and remove existing ceilings, door panel, partition, furnitures & Cabinetry, Floor carpet and existing light fittings, Air-con, Clear Debris to dumping site. (Refer to attachment A for layout).	 1 Lot		
3.	**CEILING WORKS** To supply labour, working tools to install new 9mm gypsum board, complete with aluminum grid with drop and coloured PVC high gloss panel (2.9m x 7m) putty and 2 undercoat & 2 times white paintings to received finishing.	 1 Lot		
4.	**WALL PAINTING WORKS** To supply labour, working tools to carry out wall painting work, complete with 1 times undercoat & 2 times color paint. Finish as per design. *Paint Brand -Nippon paint*	 1 Lot		

5.	**<u>WALL TEXTURE WORKS (FRONT WALL)</u>** To supply labour, working tools to carry out wall texture paint, finish as per design	1 Lot		
6.	**<u>PATTERN DESIGN (FRONT WALL)</u>** To supply labour, working tools and material to fabricate and install aluminium cut out panel with pattern design complete with LED stripe light and necessary fiuttings.	1 Lot		
7.	**<u>DOOR WORKS</u>** To supply labor, working tools to fabricate and install tempered glass door panel complete with necessary fittings: - a.) Door1: Double swing door – size (L-1.8m x 2.55m) b.) Door2: Single swing door – size (L-900mm x 2.55m)	 1 Lot 1 Lot		
8.	**<u>GLASS PARTITION</u>** To supply labor, working tools to fabricate and install tempered glass panel complete with necessary fittings: - Fixed glass panel – size (L-4000mm x 2000mm)	1 lot		
9.	**<u>STICKER WORKS</u>** To supply labour, working tools to fabricate and install frosted image cut-out stickers to existing glass partition & new glass panel.	1 Lot		
10.	**<u>FLOOR WORKS</u>** To supply labour, working tools to supply and install new carpet tiles. Carpet pattern and colour to be approved by the OIC before installation.	1 Lot		

11.	**FURNITURE WORKS** To supply the following furniture: - a.) Meeting Table: Laminated finishing (Aprox size – 7.2m x 1.5m) b.) Office chair: Mesh back with fabric sitting form and caster c.) Side cabinet with Quartz stone counter top	 1 Lot 41 nos 1 Lot		
12.	**MONITOR FOR CHAIRMAN'S TABLE** To supply portable 15.6-inch touch screen monitor on the chairman's table and connection to the main meeting system.	 1 Lot		
13.	**MIRROR** To supply labour, working tools to fabricate and install 5.5mm mirror finishing wall paneling. Finish as per design Size (L-2550mm x 1720mm)	 1 Lot		
14.	**ELECTRICAL WORKS** To supply fitting and carry out wiring work for: a.) 3inc downlight-with GU10 bulb-warm white color b.) LED stripe Light (3000K) – (Aprox – 14 mtrs) c.) Round pendant light	 18 nos 1 Lot 3 nos		
15.	**AIR CONDITIONER** Relocate existing air conditioning to the new proposed location. To supply and install wall mounted 2.5hp York brand Air-con complete with new lay out PVC drain pipe,	 Lump sum 1 Lot		

	refrigerant copper tubing and necessary fitting to rooftop.			
	****Note:** ✓ The proposed completion period is **two (2) months** from the date of issuance of the work order. ✓ Temporarily remove existing **smoke detectors** during ceiling work and reinstall after completion. Conduct functional tests to ensure full operation. ✓ Check all air condensation piping and electrical connections to ensure proper installation and operation after relocation. ✓ To reinstall the existing Public Address (P.A.) system using existing wiring and ensure proper functionality after relocation. ✓ Reallocate the existing personal computer (PC) and accessories to the designated area, ensuring all power and network connections are re-established. ✓ Reinstall the existing power sockets and plugs outside the meeting room using existing electrical wiring, and ensure all connections are safely secured and fully operational. ✓ Carry out final finishing works, including touch-up painting and full cleaning after completion. All debris and waste materials shall be properly disposed of without disrupting office operations. ✓ Working Hour: ▪ Monday to Thursday and Saturday ▪ 7:45am – 12:15pm and 1:30pm – 4:30pm			

	▪ No Works shall be done on Fridays, Sundays or any public holidays or at any other times unless instructed by the Officer-In-Charge. No Claims for extra charges will be entertained if this happen ✓ Vendor shall liaise and coordinate with client and relevant authorities before commencing any work for services involved. ✓ Warranty of any installation shall be within **1 year** after the work done. ✓ Advise safe working practices on site. ✓ Clean the affected area once the work done. ✓ Vendor are required to provide catalogue for all of the appliances to be installed such as; Furniture, Tiles, sanitary fittings, paint color, etc.			
			JUMLAH / *Total*	
	JUMLAH DALAM PERKATAAN / *Total Amount in Words*			
	TEMPOH PENYIAPAN PERKHIDMATAN / PEMBEKALAN / PENGHANTARAN ***Duration of Service/ Supply / Delivery***			
	SAHLAKU SEBUTHARGA / *Price Validity*			

Nota/ *Note*: Untuk Kegunaan Pejabat Sahaja / *For Official Use Only:*

Nombor Siri Sebutharga: _____ / _____	**Sebut harga dibuka oleh:** **1.** ________________ **2.** ________________ **3.** ________________ **4.** ________________

	5. ______________________ Tarikh: ______________________

Makluman kepada Pengurus Syarikat: -

1. Sila kembalikan borang sebutharga ini walaupun pihak awda tidak dapat memberikan sebutharga dan nyatakan "Tidak ada sebutharga" / *Please return this form even if you are unable to quote the price by stating "No Quote".*

2. Bilangan sebutharga hendaklah dibubuh di luar sampul surat apabila mengembalikan borang ke Jabatan ini tanpa tanda niaga atau nama Syarikat/ *Please state the quotation number on the envelope when returning the form without indicating the company's name or company's stamp.*

3. Sila hubungi Pegawai di bawah ini jika ada sebarang pertanyaan: *(Please contact the following personnel for any queries)* Tel: +673-2382171

   i) Zunaidi Haji Apong Ext: +6738 864137

   ii) Haji Muhammad Asyraf bin Mahat Ext: +673 8815442

4. Pihak Jabatan berterima kasih kepada pembekal (Syarikat) yang mengembalikan borang sebutharga. Jika gagal mengembalikan, pihak pembekal (Syarikat) tidak akan dijemput untuk menyertai sebutharga pada masa akan datang. / *We thank the companies for returning the quotation form. Failure to do so, the companies will not be invited for future quotations.*

5. Semua sebutharga mestilah mempunyai Kos, Insuran dan Pengangkutan (CIF) on site dan pemasangan, jika ada. / *All prices must include Cost, Insurance and Freight (CIF) on site and installation, if any.*

6. Sahlaku sebutharga mestilah dinyatakan, jika tidak dinyatakan sebutharga tersebut sah digunakan tanpa had masa. / *The validity of the quotation should be stated. Unless otherwise stated, the quotation is valid for an unlimited period of time.*

7. Pihak pembekal (Syarikat) hendaklah menyenaraikan semua pembekalan barang atau perkhidmatan kerja-kerja yang dilaksanakan secara terperinci di dalam invois mengikut skop yang dinyatakan di dalam dokumen sebutharga atau tawaran. / *The supplier (Company) shall list all supply of goods or services in detail in the invoice according to the scope specified in the quotation.*

8. Bagi kerja-kerja perkhidmatan yang memerlukan pendaftaran Autoriti Kawalan Bangunan dan Industri Pembinaan (ABCi), Kementerian Pembangunan, Negara Brunei Darussalam, pihak pembekal (Syarikat) hendaklah menyertakan salinan **Sijil Pendaftaran Pembekal / Kontraktor** di bawah Autoriti Kawalan Bangunan dan Industri Pembinaan (ABCi), Kementerian Pembangunan, Negara Brunei Darussalam yang masih sah laku. / *For works requiring registration from the*

Authority on Building Control and Construction Industry (ABCi), the supplier (company) shall provide the ***Builder/Contractor Registration Certificate*** *under ABCi of the Ministry of Development.*

9. Pihak pembekal (Syarikat) hendaklah menyertakan **Sijil Pendaftaran Syarikat** di bawah Bahagian Pendaftaran Syarikat-syarikat dan Nama-nama Perniagaan (ROCBN), Kementerian Kewangan dan *Corporate Registry System* di dalam *One Common Portal*. / *The supplier (Company) shall provide the* ***Company Registration Certificate*** *under the Registry of Companies and Business Names (ROCBN) and the Corporate Registry System in the One Common Portal.*

10. Pihak pembekal (Syarikat) akan bertanggungjawab untuk membayar denda ganti rugi jika gagal memberikan perkhidmatan, pembekalan dan penghantaran mengikut spesifikasi yang dinyatakan di dalam sebutharga / kontrak dan mengikut jadual / tempoh yang dipersetujui dengan kadar seperti berikut :

$$\text{Kadar Denda Ganti Rugi (BND / Sehari)} = \frac{\text{15\% x Jumlah Sebutharga (BND)}}{\text{Tempoh Penyiapan Perkhidmatan / Pembekalan / Penghantaran (Hari)}}$$

The supplier (Company) shall be liable for paying Liquidated and Ascertained Damages (LAD) if it fails to provide service, supply and delivery in accordance with the specifications stated in the quotation / contract and in accordance with the schedule / agreed period at the following rate:

$$\textit{LAD Rate (BND / Day)} = \frac{\textit{15\% x Total Quotation Value (BND)}}{\textit{Duration of Service/ Supply / Delivery (No. of Days)}}$$

11. Bagi sebutharga yang berkaitan dengan IT, Pihak pembekal (Syarikat) akan bertanggungjawab untuk membayar denda ganti rugi jika gagal memberikan perkhidmatan, pembekalan, penghantaran dan pembuatan sistem mengikut spesifikasi yang dinyatakan di dalam sebutharga / kontrak dan mengikut jadual / tempoh yang dipersetujui dengan kadar 0.1% (1/10 persen) bagi setiap satu hari lewat daripada jumlah harga sebutharga sehingga maksimum 10%

    For Quotation related with IT, the supplier (Company) shall be liable for paying Liquidated and Ascertained Damages (LAD) if it fails to provide service, supply, delivery and system development in accordance with the specifications stated in the quotation / contract and in accordance with the schedule / agreed period at rate 0.1% (one-tenth of a percent) per one day delayed, of the total quotation price, up to a maximum of ten percent (10%).

12. Bagi sebutharga yang berkaitan dengan Perkhidmatan "*Support Services*" IT, Jika Pihak Kontraktor (Syarikat) gagal untuk membetulkan kecacatan atau kesilapan dalam dalam tempoh yang diberikan, khususnya *"Response Time"*

dan *"Down Time"*, pihak Kontraktor akan bertanggungjawap untuk membayar denda ganti rugi yang berjumlah bersamaan dengan 0.1% (1/10 persen) daripada jumlah harga *"Maintenance and Support Service Charge"* bagi setiap 30 minit lewat sehingga maksimum 10%.

For Quotation related with IT Support Services, If the Contractor (Company) fails to rectify any defect or error within the Response Time and Down Time, the Contractor shall pay as liquidated damages and not as penalty a sum equivalent to 0.1% (one-tenth of a percent) of the Maintenance and Support Services Charges, for every 30 minutes of delay, up to a maximum of ten percent (10%).

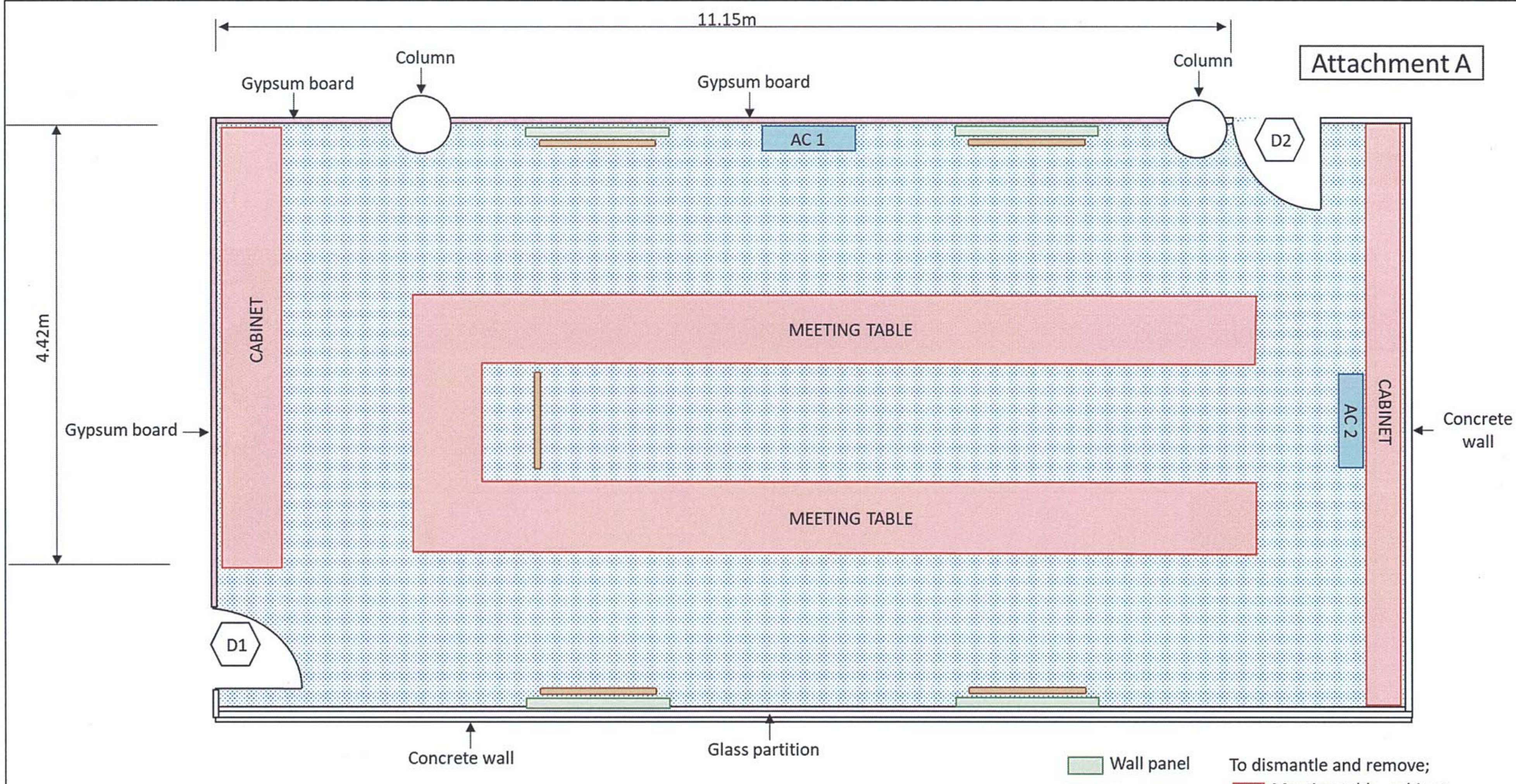
13. Sila kembalikan dan disimpan di **Peti Sebutharga** Tingkat 4, Jabatan Ukur.
(Please return this form to the ***Quotation Box*** *provided at 4th Floor, Survey Department).*

Dengan ini saya/kami sebagai pemilik syarikat tidak berpakat sulit dengan Syarikat (Syarikat-Syarikat) lain atau dengan sesiapa dalam menghadapkan sebutharga untuk projek yang disebutkan di atas. Kami memahami bahawa berpakat sulit dengan syarikat-syarikat lain adalah suatu kesalahan di bawah **Bab 11, Perintah Persaingan 2015** dan boleh dikenakan penalti kewangan tidak melebihi 10 peratus atau peratusan lain dari perolehan perniagaan bagi setiap tahun pelanggaran bagi tempoh, maksima 3 tahun.

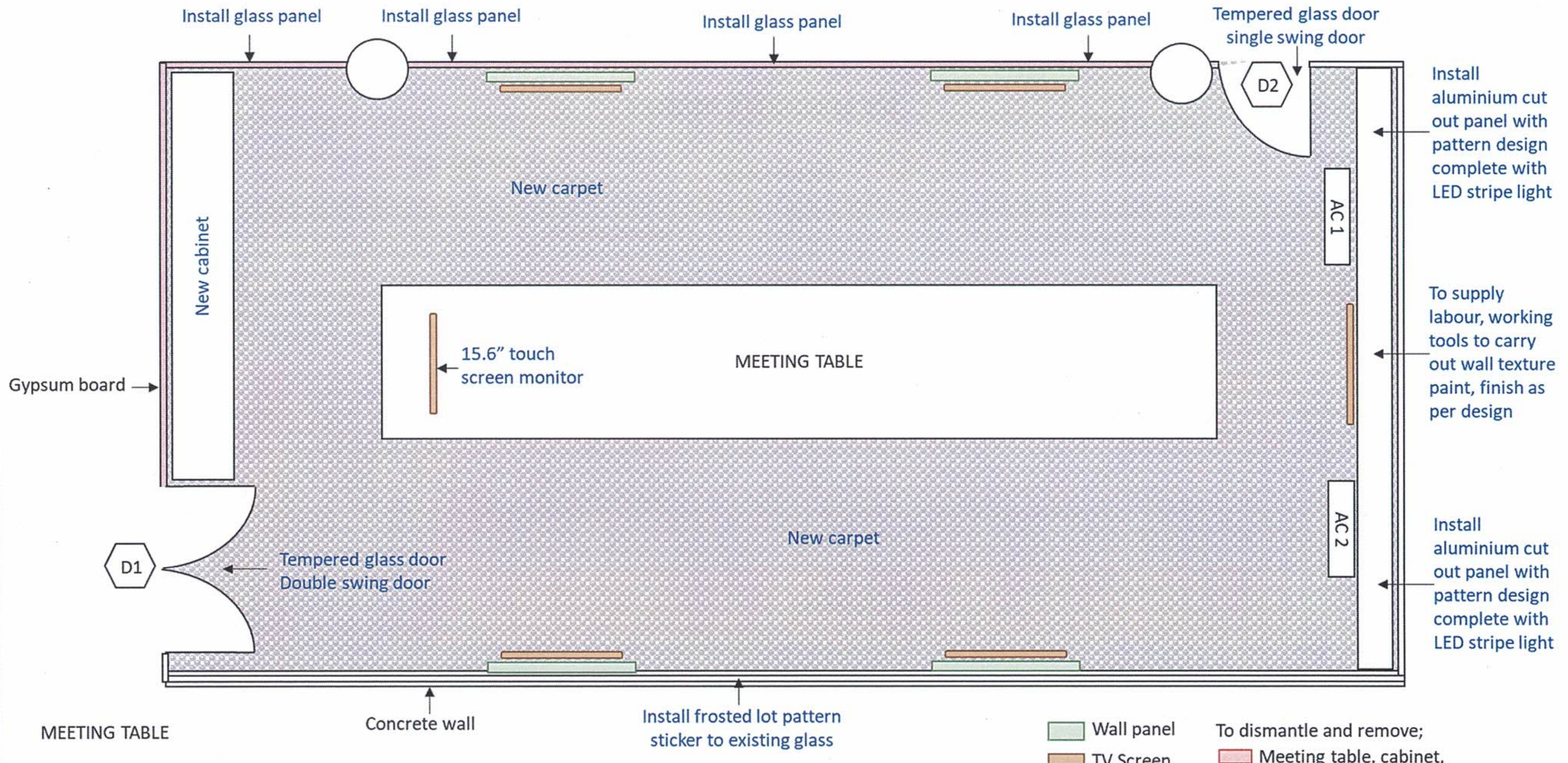
Herewith, I/We have not colluded with any other company (ies) or any other person or entity in submitting the Tender Proposal for the above-mentioned project. We understand that tender collusion is an offence under ***Section 11, Competition Order 2015*** *and can be liable to a financial penalty of maximum 10 percent or such other percentage of business turnover for each year of infringement for a period, up to a maximum of 3 years.*

______________________	______________________
Tarikh/ *Date*	T.T. dan Cop Pembekal. / *Supplier's Signature and Stamp*

Attachment A

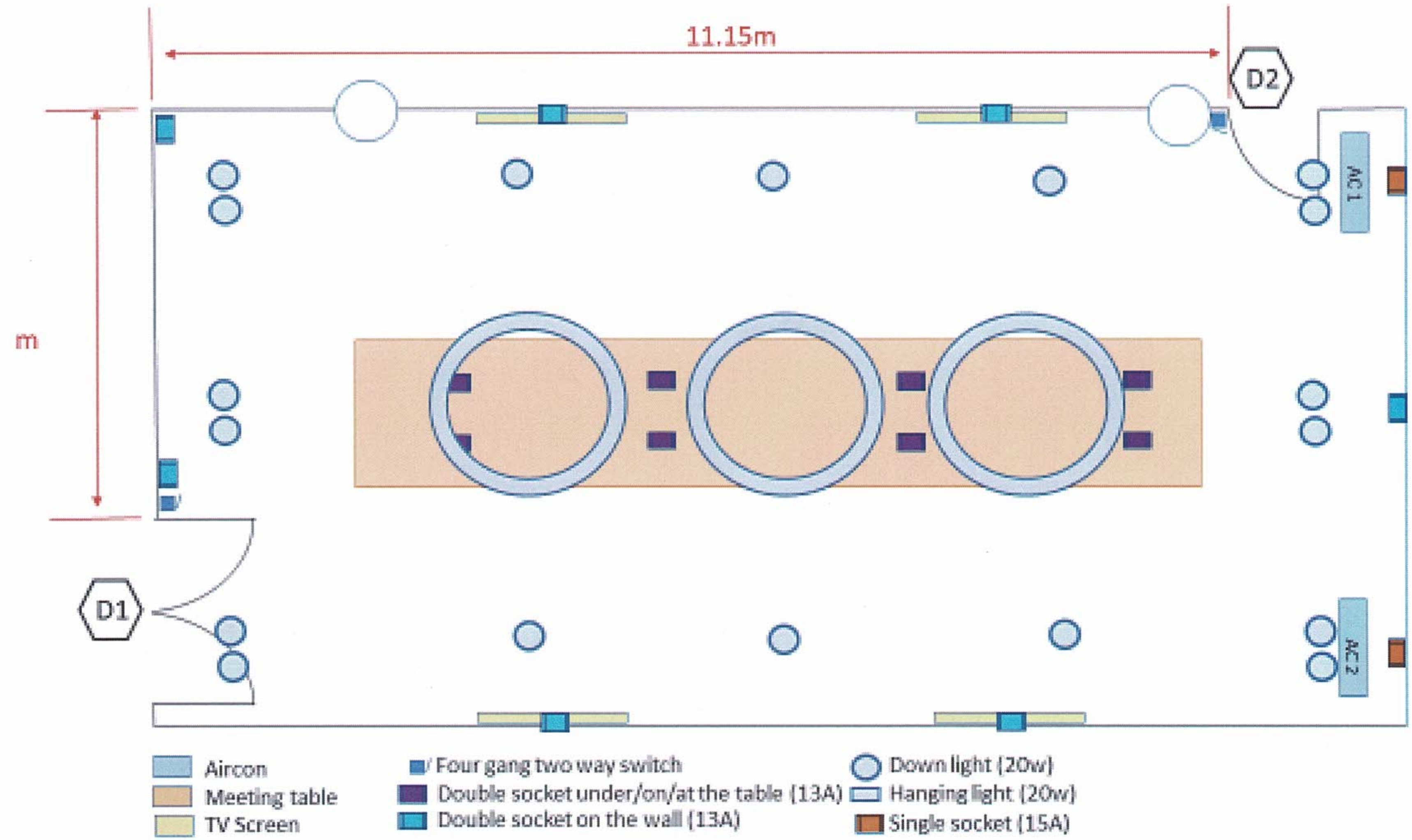


EXISTING FLOOR PLAN



PROPOSE FLOOR PLAN

PROPOSED ELETRICAL LAYOUT



PROPOSE ELETRICAL **Drawing Not to scale**