JABATAN UKUR
KEMENTERIAN PEMBANGUNAN
NEGARA BRUNEI DARUSSALAM

UKUR021
BORANG SEBUTHARGA
/ QUOTATION FORM

Bilangan Sebutharga/ *Quotation Number*: : **QTN/035/2025/2026**

Tarikh Tutup/ *Closing Date*: : **11 OGOS 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.*

22.07.2025

Tarikh/ *Date*

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

JABATAN UKUR
Pengurusan Dan Pemeliharaan Aset
NEGARA BRUNEI DARUSSALAM

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*
	TWO (2) YEARS TERM CONTRACT FOR GRASS CUTTING AND CLEARING AT MOON SIGHTING THREE (3) SITES Cutting and Clearing compound and surrounding area as indicated in layout plan in Appendix A, B & C			
1	**<u>Bukit Agok Daerah Brunei Muara</u>** *** Please refer to Appendix A**	8 times for 24 months		
2	**<u>Bukit Ambog Daerah Tutong</u>** *** Please refer to Appendix B**	8 times for 24 months		
3	**<u>Bukit Lumut Daerah Belait</u>** *** Please refer to Plan Appendix C**	8 times for 24 months		
	<u>SCOPE OF WORKS</u> The contractor shall provide the following Works, but not limited to: i. cut and remove vines on the fence; ii. cut and clear all plants that are trees, wild tree saplings, weeds that are within three (3) meters (outer side) of the fence pathway and driveway; iii. clear the area by removing and transporting all the grass, leaves, branches, tree branches and plants that have been cut out of the area to any approved government dumping site; iv. clear concrete / soil drains in the area from dirt / rubbish / obstructions / deposits considering all the work of removing and re-installing drain covers / grills (if any), digging and moving deposits and ensuring drains are clear; v. the clearing shall cover pathway, driveway, drain and etc; vi. RED Area plus 3 (three) meter from driveway; vii. Provide monthly service report. viii. The frequency of Cutting and Cleaning is **Eight (8) times for 24 month** as schedule or instructed by officer in charge.			

	NOTE a. Contractor to complete the grass cutting dan clearing works within **7** days to claim as 1 Nos; b. Contractor to be **penalized** if failure to complete within the timeframe or as state in the work program; c. Liquidated damages shall be payable by the Contractor at the rate of **0.1 %** per day for each day of delay beyond the scheduled period, up to a maximum of **10%** of the Contract Sum; d. Contractor are advised to visit the site in order to determine the extent of work/difficulties of the work as any claim for extra shall not be entertained due to lack of knowledge of site condition; e. To use suitable cutting equipment (Brush Cutter, Grass Trimmer, lawn Mower and etc); f. To use suitable cleaning tools (Grass blowers, Weeding Forks, Grass Scoops and etc); g. To supply minimum of two (2) workers to carry out these grass cutting works in time designated; h. To make sure the worker wear and used complete proper safety equipment required for the work; i. Contractor shall liaise and coordinate with officer in charge before commencing any work for services involved; j. Advise safe working practices on site; k. Cutting service Day: Hours of operation: **7.45 am - 4.30 pm.** **Monday to Thursday and Saturday.**			
			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)	Hj Muhammad Asyraf bin Mahat	Ext:	+673 881 5442
ii)	Ak Muhammad Nur Syafiq bin Pg Besar	Ext:	+673 890 5596

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%).

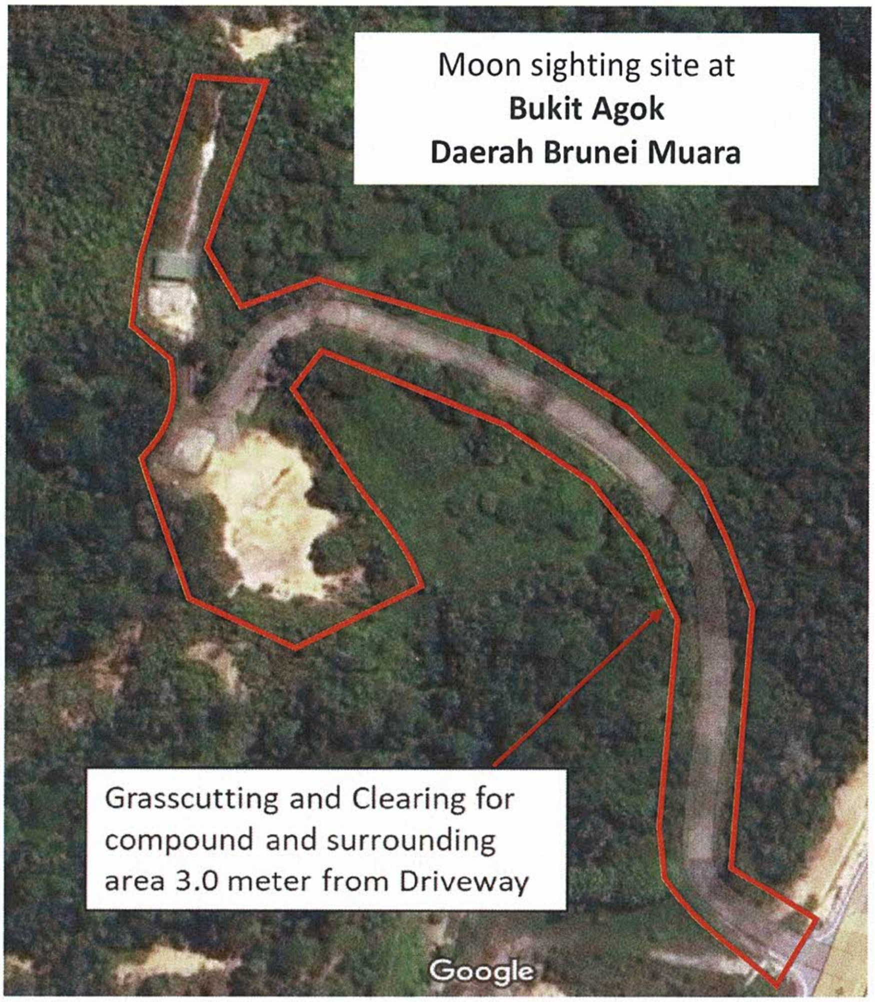
13. Sila kembalikan dan disimpan di **Peti Sebutharga** Tingkat 4, Jabatan Ukur.
*(Please return this form to the **Quotation Box** provided at 4th Floor, Survey Department).*

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.

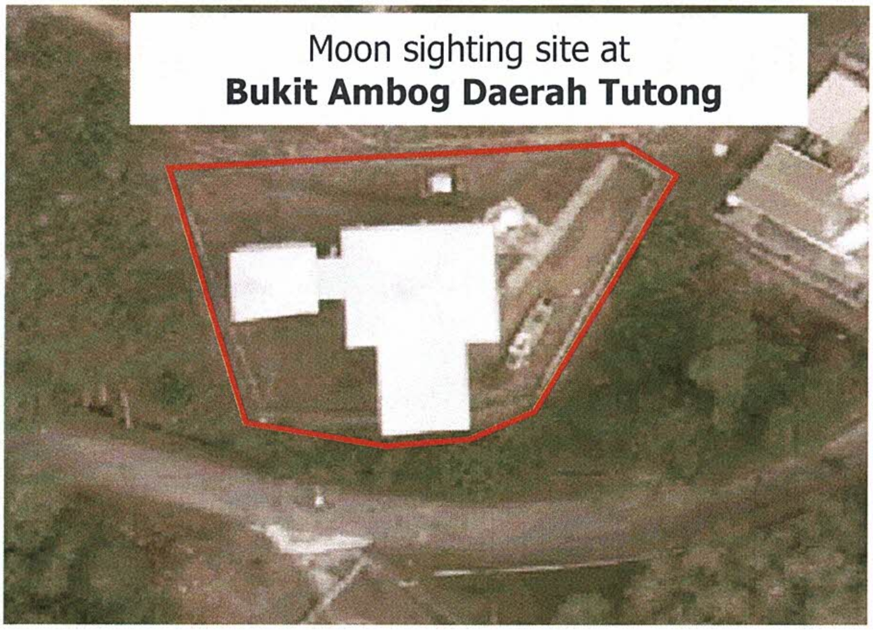
*Herewith, I/We have not colluded with any other company (ies) or any other person or entity in submitting the Tender Proposal for the above-mentioned project. We understand that tender collusion is an offence under **Section 11, Competition Order 2015** and can be liable to a financial penalty of maximum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

Appendix A


Moon sighting site at
Bukit Agok
Daerah Brunei Muara
Grasscutting and Clearing for
compound and surrounding
area 3.0 meter from Driveway
Google

Appendix B



Appendix C