



Bilangan Sebutharga/ *Quotation Number*. : **PSH/MFA/BM/014/2024**
Tarikh Tutup/ *Closing Date*: : **22 JULAI 2024**
(Sebelum Jam 2 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.*

06/7/24

Tarikh/ *Date*

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
1	<p>TO SUPPLY, INSTALL AND RENTAL LARGE FORMAT DIGITAL MULTIFUNCTION PLOTTER AND SCANNER</p> <p>Description and Specification:</p> <p>I. Print / Plotting Paper size from A3 to A0 size (Black & White and Full colour)</p> <p>II. Print / Plotting matte film / film from A3 to A0 size (Black & White and Full colour)</p> <p>III. Ink Type : 6 pl (C, M, Y); 12.6 pl (mK)</p> <p>IV. Print Quality colour (best) up to 2400 x 1200 optimized dpi</p> <p>V. Scan A3 to A0 size (Black & White and Full colour)</p> <p>VI. Scan to email, scan to cloud (through HP Smart app), network, USB, computer, mobile</p> <p>VII. Scan file format; JPEG, PDF, TIFF</p> <p>VIII. Scan resolution up to 600 dpi</p> <p>IX. Scanner type; sheetfed, contact image sensor, media jam detection sensor, front feed scanning method</p> <p>X. All consumables including Toner and Drum</p> <p>XI. Spare parts including under rental:</p> <ul style="list-style-type: none"> • Consists of electronic parts such as the main board, motor and LCD display etc 	1 UNIT		

<p>XII. Including under rental:</p> <ul style="list-style-type: none"> a. Ink Supply b. Service call: Main office hours c. Prepare 3 years Rental Agreement <p>XIII. State the maintenance schedule and procedure</p> <p>XIV. State the duration of deliver, installation, commission and warranty period</p> <p>Note [IMPORTANT] :</p> <ul style="list-style-type: none"> ➤ Validity of this quotation shall be six (6) months from closing date. ➤ Delivery shall be completed within three (3) months from date of issuance of award letter / PO / Indent. ➤ Vendor 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. ➤ Vendors shall liaise and coordinate with client and relevant authorities before commencing any work for services involved. ➤ Vendors shall make good to all disturbed affected areas. ➤ Advise safe working practices on site. ➤ Clean the affected area once the work done. ➤ Vendors must submit upon submission of quotation either Business Registration (Form 16 & 17) or Company Registration (Form X) whichever applicable. 			
JUMLAH / Total			
JUMLAH DALAM PERKATAAN / Total Amount in Words			

TEMPOH PENYIAPAN PERKHIDMATAN / PEMBEKALAN / PENGHANTARAN <i>Duration of Service/ Supply / Delivery</i>	
SAHLAKU SEBUTHARGA / <i>Price Validity</i>	

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

<p>Nombor Siri Sebutharga:</p> <p style="text-align: center;">_____ / _____</p>	<p>Sebut harga dibuka oleh:</p> <p>1. _____</p> <p>2. _____</p> <p>3. _____</p> <p>4. _____</p> <p>5. _____</p> <p>Tarikh: _____</p>
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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) ABANG MOHAMMAD SYAZWAN BIN ABANG ABAS Tel: + 673 7309676
 - ii) DK AZIANTY BINTI PG HAJI OTHMAN Tel: + 673 8668277
 - iii) ABDUL RASHID BIN HJ AWG IDRIS Tel: + 673 8833081
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 :
 Kadar Denda Ganti Rugi (BND / Sehari) =
$$\frac{15\% \times \text{Jumlah Sebutharga (BND)}}{\text{Tempoh Penyiapan Perkhidmatan / Pembekalan / Penghantaran (Hari)}}$$

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:

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