

# BSJV ASK PROGRAM FAQ

## 1. How do Vendors register their companies with BSJV?

Vendor registration with BSJV can be done online through BSJV's SMART GEP. To register, follow the steps below:

1. Go to the BSP ICV Website at <https://www.bsp.com.bn/icv/>
2. Click on Doing Business with BSJV
3. Click on Registration & LBD Reporting
4. Click on Register with BSJV
5. Read through the steps for registration
6. Click on SMART BY GEP
7. Answer the onscreen prompts

To view the Registration Guide & Checklist: Go to the Register with BSJV and Click on See Checklist & Guidelines.

## 2. Is it possible for Vendors to do a Product Presentation?

Vendors that would like to make a Product and/or Service presentation can book a slot via the Ask Programme website on the BSJV ICV Website. An email will be sent from the SCM6 Team via the Ask Programme functional email [Ask-Programme@bsp-shell.bn](mailto:Ask-Programme@bsp-shell.bn) corresponding to the request made. The SCM6 Team will request for submission of the e-brochure/e-catalogue of the Product and/or Service. These will be then liaised with the relevant Technical teams in BSJV to assess the interest. Should the presentation request be accepted, the vendors will need to propose a presentation date at least 3-4 weeks ahead of time. Please be advised that an agreement to a presentation request is not to be construed as a commitment or obligation, expressed or implied on the part of BSJV that it will purchase any services or products shown in the presentation.

## 3. How to get registered and have TAMAP approval?

There is no process for a vendor to register as a TAMAP approved supplier to Shell. Please be advised that the TAMAP list is not managed by BSJV. A manufacturer can only be added to the TAMAP list by Shell if there no existing qualified vendors in their product category, pending evaluation by Shell Global.

#### **4. Can we know the Tendering Process in BSJV?**

In summary, the process is as follows:

##### **Expression of Interest (EOI)**

BSJV will issue an Expression of Interest (EOI) to determine the available Vendors according to the Work Category and LBD Allocation of Contract Quadrant. BSJV will then conduct a Pre-Qualification assessment on Vendors who have expressed interest.

For Vendors: Register the company through SMART, respond and submit documents according to EOI requirements.

##### **Invitation to Tender**

BSJV will issue Tender to Bid list (Vendors) approved by the Tender Board (TB). There will be a Tender Briefing conduct by Contract Holder/Owner & SCE. Vendors are advised to attend the Tender Clarification via SMART. Vendors must register with SMART and attend the Tender Briefing. For any concerns and issues, the clarification will be raised via SMART. The Tender Document must be submitted via SMART in accordance to Invitation to Tender.

##### **Tender Evaluation**

An appointed BSJV Committee will conduct Tender Evaluation. Any queries and further clarification will be raised via SMART.

##### **Tender Award**

BSJV will issue an award letter to the successful vendor as endorsed by TB and follow up with regret letters to unsuccessful Vendors.

Vendor must start mobilizing after the kick-off meeting following receipt of the award letter. For unsuccessful vendors, they can request for a debriefing session upon receipt of the regret letter.

## **5. What Business Opportunities are available within BSJV?**

BSJV will continually provide Business Opportunities to local Vendors by sharing online the upcoming tender opportunities available for vendors to participate. BSJV publishes planned Tenders and Contracts listed under respective Product/Service categories and LBD quadrants for vendors through the BSP ICV Website. Vendors may visit <https://www.bsp.com.bn/icv> to access the portal.