



شريك ميپف بروني شيل سنديرين برحد

Brunei Shell Petroleum Co Sdn Bhd
Jalan Utara, Panaga
Seria KB3534
Negara Brunei Darussalam
Website: www.bsp.com.bn

Tel: +673 3373999
Fax: +673 3372040

27th December 2024

Dear Sir/Madam,

Invitation for 'Expressions of Interest' for Integrated Manpower & Warehouse Operations Services

Brunei Shell Petroleum Co. Sdn Bhd is seeking Expressions of Interest (Eoi) & Request for Information (RFI) from companies for the following services:-

- Manpower Provision: Supply skilled and general labor for supply base and warehouse operations, including administrative tasks.
- Material Handling Equipment Rental: Provide and maintain equipment (e.g. forklifts) to support supply base and warehouse operations
- 'As-a-service' model: Implement and execute selective key warehouse processes on an 'as-a-service' basis

Local Business Development (LBD)

Brunei Shell Joint Venture (BSJV) Companies' LBD requirements are in line with the LBD Directives as issued by the Department of Energy (DOE).

1. Eoi is open for **Rakyat Jati/Local** companies only;
2. The owners of the company must actively participate in its management and day to day running of the business;
3. Target for recruitment and development of suitably qualified Bruneian staff, including graduates will be part of Tender / Contract.
4. Development of local capabilities through active participation by local company or through forming partnership with international companies,
5. To increase spend in country either through full or co-ownership of capital assets between the local partners/joint ventures and increased sub-contracting to other smaller local companies.

Registration of Vendor in SMART system

- Kindly register your company under **WAREHOUSE MANAGEMENT** by **2 weeks after Eoi Deadline**
- For non-BSJV registered vendor, please refer to <https://www.bsp.com.bn/main/icv/doing-business-with-bsjv/getting-registered> for further information on how to register with BSJV.
- For details on Work Category and Product Group, please refer to: <https://www.bsp.com.bn/main/icv/doing-business-with-bsjv/local-business-development/products-and-services>. For existing BSJV vendors, please ensure that your company details are updated online in Smart By GEP.
- Acceptance of your company registration shall be in compliance to our registration checklist and criteria

For any SMART registration-related queries, kindly email to: bsp-scm13-vendor-registration@bsp-shell.bn.

For any Eoi related queries, kindly email: hashnann.abdulrahman@bsp-shell.bn



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Kindly fill in the questionnaire attached herein and indicate your acceptance by ticking (✓) in the respective boxes and email your responses and attachments no later than **10th January 2025** via the [BSP ICV Website](#).

This Expression of Interest shall not be deemed to be an invitation to tender. **BSP** shall have the right and sole discretion to reject any part or all of the response made by the Contractor. **BSP** shall have the right and sole discretion to determine the bidders for this tender. This letter serves solely for the purpose of obtaining Expressions of Interest and shall neither in any way be construed as to create any legal obligation on the parties responding to this advertisement nor mentioned herein. Expenses incurred in connection to this shall be borne in its entirety by the interested parties.

Yours faithfully,

For **BRUNEI SHELL PETROLEUM COMPANY SENDIRIAN BERHAD**

Hasnan Rahman
Supply Chain Management



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EXPRESSIONS OF INTEREST FOR PROVISION OF MATERIAL HANDLING EQUIPMENT & PERSONNEL (MHEP)

1. Please list down the details of all owners of your company:

Full Name	I/C Number and/or Sijil Kerakyatan (SK) /Akuan Kerakyatan (AK)	I/C Colour	Rakyat Jati/Local/ Non-Local ¹

2. Please complete this section by ticking YES or NO:

		Yes	No
1	Are you willing to comply with all applicable laws and regulations of Brunei Darussalam, including Government of Brunei Darussalam's National Retirement Scheme (SPK) requirements effective on 15th July 2023?		
2	Please confirm that the owners of your company are actively managing the day-to-day operations of your company. (Kindly provide owner's details in table 'A' provided below)		
3	Have you or any of your key personnel worked for BSVJ Companies in the last 2 years? (If 'YES' Kindly provide details in table 'B' provided below)		

A. Kindly provide owner details in the table below:

Full Name	% of Shares	Actively Managing Company's Operation (Y/N)	Position	Availability of Corporate Bank Account (Y/N)	Authorised Signatories (Y/N)

B. Please provide Ex-BSJV details (who worked for BSVJ Companies in the last 2 years) in the table below:

¹ Rakyat Jati – Brunei Citizens belonging to one of the indigenous group of the Malay race, namely, Belait, Bisayah, Brunei, Dusun, Kedayan, Murut or Tutong
Local – Brunei Citizens means subjects of His Majesty the Sultan and Yang Di-Pertuan holding a Brunei Yellow IC
Non-Local – Not 'Bumiputra' and 'Local'
Authorised Signatories – any individual with financial authority to the Company's corporate bank account.



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Full Name	Position in Tenderer's Company	Involvement in Existing EoI/Tender (i.e. Tender Preparation; Contract Execution; etc)	Year Left BSJV Company	Job Title, Indicator, Department

3. Please provide Company Organisation Structure and Profile

Company Experience

4. Warehouse Management

- Provide company experience in warehouse management for the past 5 years including type of materials, total storage capacity (in m2), storage facility (e.g. climate control room, open yard, closed storage, VLM), location of the warehouse, material handling equipment used.
- Systems and/or technology used to manage warehouse activities.
- Provide a copy of the HSSE Management System for warehouse management.
- Past 5 years clients' name, contractual scope of work and contract commencement date
- Please provide type of skilled workers to Warehouse Management available to offer
- Please provide total workforce related to Warehouse Management (breakdown by local workers vs. foreign workers)
- What are the channels that you use to recruit the manpower and average time required?
- Do you provide training for the manpower? If yes, please name the key training related to warehouse management.
- Please provide past 5 years clients' name and contractual scope of work
- Please provide list of MHE available for rental
- Please provide annual revenue as per respective scope for the last 5 years as per table below –



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Year	Revenue for Manpower Supply	Revenue for Equipment Rental	Revenue for Warehouse Operations	Total
2020				
2021				
2022				
2023				
2024				

5. Are you willing to absorb manpower from the incumbent contractor, if required, to be transitioned to this new contract?

I, hereby, declare that all the information provided herein is accurate and acknowledge that BSJV companies reserve the right to exclude my Company from any subsequent tenders, should there be any deviations to such information.

Signature : _____

Dated this _____ day of _____, 202

Name : _____

Position Held : _____

Contact No. : _____ (O)

: _____ (M)

Email : _____

Duly authorised to sign Eols for and on behalf of:

.....

..... (Registered Address)