



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 September 2023

Dear Sir/Madam,

Invitation for 'Expressions of Interest' for the Provision of Vending Machine Services at BSP Facilities

Brunei Shell Petroleum Co. Sdn Bhd is seeking Expressions of Interest (Eoi) from companies for the **Provision of Vending Machine Services at BSP Facilities**.

Tender Scope:

The Contract scope of work includes but not limited to provision of personnel, equipment, materials and consumable for vending machine services at BSP facilities including preventive and corrective maintenance as required.

The CONTRACTOR shall provide automated machines that offer but not limited to the following, as and when required:

- (i) Canned or bottled beverages;
- (ii) Snacks and candies;
- (iii) Hot and cold drinks such as coffee, espresso, cappuccino, chocolate or tea;
- (iv) Warm fresh food such as bread, pastries, sandwiches or cakes.

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). This scope falls under the **Basic** Quadrant of the LBD Framework.

- Eoi is open for **Rakyat Jati** companies only;
- The owners of the company must actively participate in its management and day to day running of the business;
- Target for recruitment and development of suitably qualified Bruneian staff, including graduates will be part of Tender / Contract.

Registration of Vendor in SMART system

- Kindly register your company under **Office Support Services** by **28th October 2023**
- 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.



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For any Eol related queries, kindly email: a.hajisjom@bsp-shell.bn

Kindly fill in the questionnaire attached herein and indicate your acceptance by ticking (✓) in the respective boxes no later than **11th October 2023** 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**

Ayatul Sijom
Supply Chain Executive, Facilities Management



شریکت میپف برونی شیل سنڈیرین برحد

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EXPRESSIONS OF INTEREST FOR PROVISION OF VENDING MACHINE SERVICES AT BSP FACILITIES

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 Skim Persaraan Kebangsaan (SPK) for Brune locals?		
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 BSJV 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 BSJV 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 Eol/Tender (i.e. Tender Preparation; Contract Execution; etc)	Year Left BSJV Company	Job Title, Indicator, Department

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 _____, 2023

Name : _____

Position Held : _____

Contact No. : _____ (O)

: _____ (M)

Email : _____

Duly authorised to sign Eols for and on behalf of:

.....

..... (Registered Address)



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APPENDIX A – EOI QUESTIONNAIRE FOR PROVISION OF VENDING MACHINE SERVICES AT BSP FACILITIES

Please indicate by ticking (v) the following options on which type of vending machines the vendor is interested in and able to provide. This includes the provision of personnel, equipment, materials, and consumables, including preventive and corrective maintenance as required.

No	Type of Vending Machine	Yes	No
1	Canned or bottled beverages		
2	Snacks and candies		
3	Hot and cold drinks such as coffee, espresso, cappuccino, chocolate or tea		
4	Warm fresh food such as bread, pastries, sandwiches or cakes		