



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

26th July 2023

Dear Sir/Madam,

Invitation for 'Expressions of Interest' for PROVISION OF DIGITAL UPSKILLING TRAINING SERVICES

Brunei Shell Petroleum Co. Sdn Bhd is seeking Expressions of Interest (Eol) from companies for the **Provision of digital upskilling training.**

Tender Scope:

1. The CONTRACTOR shall provide training services but not limited to the following, as and when required:
 - a. Data Analytics and Data visualisation
 - b. Introduction and advance PowerBI
 - c. Introduction and advance PowerApps
 - d. Introduction and advance PowerAutomate
 - e. Excel (Beyond basics e.g powerpivot, functions)
 - f. PowerQuery
 - g. Introduction to Statistics and advance statistics
 - h. Introduction to Python Programming and advance Python Programming
 - i. Critical Thinking Analytical Thinking
 - j. Design Thinking
2. The training services should be limited to a maximum of 4 days per course dependent on complexity which 2 days per course as the default timing.
3. The training service can be in-person and virtual training. The CONTRACTOR shall propose for both mechanism.

Local Business Development (LBD)

Brunei Shell Joint Venture (BSJV) Companies' LBD requirements are in line with the LBD Directives as issued by the Energy Department, Prime Minister's Office. This scope falls under the **Highly Specialised** Quadrant of the LBD Framework.

- Eol is open to **All companies**;
- The owners of the company must actively participate in its management and day to day running of the business;



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- Target for recruitment and development of suitably qualified Bruneian staff, including graduates will be part of Tender / Contract.

Tender/Contract Schedule

- Planned tender date: Q4 2023
- Contract Duration: 2 years with option to extend

Registration of Vendor in SMART system

- Kindly register your company under **IT, SYSTEM DEVELOPMENT, SPECIALIST SERVICES** by **Monday, 7th August 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.

For any Eol related queries, kindly email: s-m.suria@bsp-shell.bn

Kindly fill in the questionnaire attached herein and indicate your acceptance by ticking (✓) in the respective boxes no later than **Monday, 7th August 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**



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SITIFATIMAH MASAYU BTE MD SURIA
SUPPLY CHAIN EXECUTIVE, CORPORATE SERVICES

EXPRESSIONS OF INTEREST FOR PROVISION OF DIGITAL UPSKILLING TRAINING SERVICES

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

Full Name	I/C Number	Bumiputra/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 Tabung Amanah Pekerja (TAP) and Supplementary Contribution Pension (SCP) requirements?		
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)

¹ Bumiputra – 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'



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

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



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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)