

## EXPRESSION OF INTEREST

### Invitation for 'Expression of Interest' for CIVIL CONSTRUCTION WORKS AT X26

Brunei Shell Petroleum Co. Sdn Bhd (BSP) is seeking Expression of Interest (EOI) from invited companies for the supply/services:

NO.	TITLE	EOI CLOSING DATE
1	C000256 – CIVIL CONSTRUCTION WORKS AT X26, Jalan Maulana, Kuala Belait	Saturday, 9 <sup>th</sup> October 2021

#### Requirements:

- All submissions for EOI participation are to be sent online via **BOTH** mediums as per below:
  - BSP Website: <https://www.bsp.com.bn/main/icv/business-opportunities/expression-of-interest>
  - M-tender box email: [m-tenderbox@bsp-shell.bn](mailto:m-tenderbox@bsp-shell.bn)
- Outcome of the EOI will be corresponded to the participating companies via email.

#### Tender Scope:

Scope to cover the provision of all construction works required at X26, Jalan Maulana, Kuala Belait:

- New Central Hub
- New Welfare Hub
- Refurbishment / extension and improvement of the Storehouse
- External works and all necessary utilities work

#### Local Business Development (LBD)

Brunei Shell Joint Venture (BSJV) Companies' LBD requirements are in line with the LBD Directives as issued by the Ministry of Energy (ME), Negara Brunei Darussalam. This scope falls under the **Development Quadrant of the LBD Framework**.

- EOI is **open to all Brunei Darussalam local companies (all owners must be citizen, i.e., Yellow Identity Card holders)**;
- 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.

### **Tender/Contract Schedule**

- Planned Tender Date: Q2 2022
- Contract Duration: One and a half (1 1/2 ) years

### **Registration of Vendor in SMART system**

- Kindly register your company under the Work Category of **“Onshore Construction and Maintenance”** 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@shell.com](mailto:BSP-SCM13-Vendor-Registration@shell.com)

For any EOI related queries, kindly email:  
[azrina.masri@bsp-shell.bn](mailto:azrina.masri@bsp-shell.bn)

Kindly fill in the attached questionnaire, Attachments 1 to 3 herein, and indicate your acceptance by ticking (✓) in the respective boxes no later than **Saturday, 9<sup>th</sup> October 2021** via **BOTH** mediums as per below:

- BSP Website: <https://www.bsp.com.bn/main/icv/business-opportunities/expression-of-interest>
- M-tender box email: [m-tenderbox@bsp-shell.bn](mailto:m-tenderbox@bsp-shell.bn)

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 contractors / interested parties. 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**

**Azrina Masri**  
**Supply Chain Executive SCM/313,**  
**Supply Chain Management Department**

**ATTACHMENT 1**  
**EOI FORM AND CONTACT INFORMATION**

**PRE-QUALIFICATION & EXPRESSION OF INTEREST FORM**

**Ref.: C000256 - CIVIL CONSTRUCTION WORKS AT X26**

To: Azrina Masri  
 Brunei Shell Petroleum Company Sendirian Berhad  
 Email: [azrina.masri@bsp-shell.bn](mailto:azrina.masri@bsp-shell.bn)  
 Your reference:  
 Date:

Reference is made to advertisement with reference to the above.

We confirm that

we would like to participate in this tender

We understand that receipt of this form and the accompanying documents does not constitute an agreement and intent to purchase products / services from our company at a later date, nor a commitment from BSP to invite us for any prospective tender exercise. We understand that BSP may use the information provided by us in pre-selection of its bidlist(s).

<b>Company Name</b>	
<b>Contact Person Name</b>	
<b>Position held</b>	
<b>Signature</b>	
<b>Date</b>	
<b>Address</b>	
<b>Phone number</b>	
<b>Email address</b>	

**ATTACHMENT 2**  
**COMPANY OWNERSHIP & RELATED INFORMATION**

**TABLE OF CONTENTS**

- A. Company Structure and Profile
- B. Company Experience
- C. Financial Information
- D. Subcontracting
- E. Commercial Model

**ATTACHMENT 2 – COMPANY OWNERSHIP & RELATED INFORMATION**

**A. Company Structure & Profile**

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

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

2. Please provide your Company Profile.

3. Provide your company existing overall organization chart indicating the owners’ positions in managing the company and shall detail the positions/titles of all the personnel, nationalities (to be coloured according to I/C) and reporting relationship between them.

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

		<b>Yes</b>	<b>No</b>
<b>1</b>	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?		
<b>2</b>	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)		
<b>3</b>	Have you or any of your key personnel worked for BSJV Companies in the last 2 years? (If ‘YES’ Kindly provide details in table ‘E’ provided below)		

A. Kindly provide owner details in the table below:

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

<sup>1</sup> 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.

**ATTACHMENT 2 – COMPANY OWNERSHIP & RELATED INFORMATION**

B. Please provide details of the bank authorised signatories of your company in the table below:

<b>Full Name</b>	<b>I/C Number</b>	<b>I/C Colour</b>	<b>Rakyat Jati/Local/ Non-Local</b>	<b>Position in the Company</b>

C. Please provide details of directors as per Form-X of your company in the table below:

<b>Full Name</b>	<b>I/C Number</b>	<b>I/C Colour</b>	<b>Rakyat Jati/Local/ Non-Local</b>	<b>Position in the Company</b>

D. Please declare if any of the directors are also directors in other companies in the table below:

<b>Full Name</b>	<b>Company's name</b>	<b>Position/ Role</b>

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

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

ATTACHMENT 2 – COMPANY OWNERSHIP & RELATED INFORMATION

5. Please provide the following documentations including any revision made:

1	Copy of the valid registration of the Qualified Persons (QP) of Brunei Darussalam Board of Architects, Professional Engineers and Quantity Surveyors (BAPEQS) and the Qualified Persons (QP) that will manage the contract.
2	Bank Letter of Authorized Signatories.
3	Scanned Coloured Copy of I/C of Owners and Directors.
4	Letter from Ministry of Finance and Economy on compliance of filing of annual returns.
5	Audited financial accounts: 2019, 2018 and 2017.

6. Please respond by ticking “yes” or “no” in the respective boxes:

- The Participant confirms that the Company may approach primary bankers and auditors for reference and verification of data submitted  Yes  No
- Under any jurisdiction has the Participant or Participant’s officer or employee been indicted, plead guilty, plead nolo, been convicted of any offense related to restraint of trade (including collusive bidding), or violation of labour law?  Yes  No
- Has the Participant been under the protection of a bankruptcy court, has the Participant had any pending petition in such a court, or made an assignment for the benefit of creditors  Yes  No

7. Please complete below the contact details of your company authorized persons for any communication with regards to the Eol and following matters.

CONTRACT:	Eol : C000256 - CIVIL CONSTRUCTION WORKS AT X26
<b>COMPANY DATA</b>	
Company Name:	
Address:	
Company In-Charge Person:	
Web Site URL:	
Main Phone No:	
<b>AUTHORIZED CONTACT DATA 1 (MAIN CONTACT)</b>	
Prefix: (Mr/Ms/Mrs/Miss):	
First Name:	
Last Name (Surname):	
Position:	
E-mail Address:	
Office Phone Number:	
Mobile Phone Number:	



ATTACHMENT 2 – COMPANY OWNERSHIP & RELATED INFORMATION

AUTHORIZED CONTACT DATA 2 (ADDITIONAL CONTACT)	
Prefix: (Mr/Ms/Mrs/Miss):	
First Name:	
Last Name (Surname):	
Position:	
E Mail Address:	
Office Phone Number:	
Mobile Phone Number:	

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)

**B. Company Experience**

1. List out the contracts you executed in the last 10 years in non- Oil & Gas industry related to construction and maintenance works.  
*Please use this table as a reference list and provide sufficient additional information as attachments.*

Name of Contract	Description of Work	Role (Main contractor/ as subcontractor)	Value (BND)	Year	Name of Client & Contact detail	Name of Subcons & their scope (if any)

2. List out the contracts you executed in the last 10 years in Oil & Gas industry related to construction and maintenance works.  
*Please use this table as a reference list and provide sufficient additional information as attachments*

Name of Contract	Description of Work	Role (Main contractor/ as subcontractor)	Value (BND)	Year	Name of Client & Contact detail	Name of Subcons & their scope (if any)

**C. Financial Information:**

You are kindly requested to provide the following information:

- (1) One copy of its previous three (3) years audited financial accounts.

**D. Subcontracting**

Please indicate which elements of the work you would likely subcontract to third parties.

*Please use this table as a reference list and provide sufficient additional information as attachments.*

WORK SCOPE TO BE SUBCONTRACTED	PROPOSED SUBCONTRACTORS	PERCENTAGE OF THE TOTAL WORK TO BE SUBCONTRACTED (INDICATIVE)
		%

**E. Commercial Model**

Contractor to specify which of the following commercial model pricing mechanism would best fit the scope of work in the EoI. Contractor's choice must be supported by valid reasons.

- Lump sum price
- Unit rates
- Time rates
- Others: *(Contractor to Specify)*

Reasons:

**ATTACHMENT 3**

**HEALTH SAFETY SECURITY AND ENVIRONMENT (HSSE) QUESTIONNAIRE**

**TABLE OF CONTENTS**

- a. Shell Group HSSE experience
- b. General Safety Track Record
- c. Work specific Safety Track Record
- d. Contractor HSSE Management System Assessment

**a. Shell Group HSSE experience**

Has your company been assessed by any affiliate of the Shell Group under the “Greenbanding” HSSE capability process?

YES

NO

If YES, which Shell company did the latest assessment?

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For which project was the latest assessment done?

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**b. General Safety Track Record**

Please provide your safety track record for the past years.

<b>EXPOSURE</b>		<b>2020</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>
Total Manhours worked						
Exposure - Driving (km)						
Exposure - Site Work (hours)						
<b>SAFETY</b>		<b>2020</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>
Fatalities	FAT					
Lost Time Incidents	LTI					
Lost Workday Cases	LWC					
Restricted Workday Cases	RWC					
Medical Treatment Cases	MTC					
First Aid Cases						
Total Recordable Cases (sum FAT, LWC, MTC, or RWC)	TRC					
Near Miss Incidents						
Fatal Accident Rate (per 10 <sup>8</sup> hours)	FAR					
Lost Time Injury Frequency (per 10 <sup>6</sup> hours)	LTIF					
Total Recordable Case Frequency (per 10 <sup>6</sup> hours)	TRCF					
<b>ENVIRONMENT</b>		<b>2020</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>
Loss of Primary Containment (recordable)	LOPC					

**c. Work Specific Safety Track Record**

1. Please provide your safety track record for the past years taking only work or projects into account in the particular field of similar onshore / offshore works.

<b>EXPOSURE</b>		<b>2020</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>
Total Manhours worked						
Exposure - Driving (km)						
Exposure - Site Work (hours)						
<b>SAFETY</b>		<b>2020</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>
Fatalities	FAT					
Lost Time Incidents	LTI					
Lost Workday Cases	LWC					
Restricted Workday Cases	RWC					
Medical Treatment Cases	MTC					
First Aid Cases						
Total Recordable Cases (sum FAT, LWC, MTC, or RWC)	TRC					
Near Miss Incidents						
Fatal Accident Rate (per 10 <sup>8</sup> hours)	FAR					
Lost Time Injury Frequency (per 10 <sup>6</sup> hours)	LTIF					
Total Recordable Case Frequency (per 10 <sup>6</sup> hours)	TRCF					
<b>ENVIRONMENT</b>		<b>2020</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>
Loss of Primary Containment (recordable)	LOPC					

**d. Contractor HSSE Management System Assessment**

Supplier / Contractor	Date:
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Questions		Contractor's Response	Evidence and Attachments
1	1.1 Are you registered in Shell Approved Service Provider system (Avetta, ISnet, Achilles (FPAL), EPIM)? 1.2 Provide registration number of Shell approved Service Provider 1.3 Upload a copy of the Service Providers HSE verification report 1.4 If not registered, please provide proof of a certified Management System (certificate and the audit report) 1.5 If not available, please provide information on your Management System		
2	Please provide documents on the competence of your staff (e.g. training matrices, certification, competence profiles)		
3	Please provide documents on the process for selection and management of your contractors and subcontractors		
4	Please provide documents on how compliance with stakeholder requirements are dealt with in your organisation (e.g. from, suppliers, customers and regulatory requirements)		
5	Please provide documents on the process of identification of hazards, assessment of risks and their controls		
6	Please provide documents on how you monitor exposure to Health risks for individual workers? (e.g. Hazardous substances, long working hours/fitness to work etc.)		
7	Please provide documents on how tools and equipment is maintained to ensure its integrity (e.g. certification)		
8	Please provide examples of Contract HSSE Plans and/or how they are operationalized. (a document describing WHO, HOW and WHEN scope risk will be managed)		
9	Please provide examples of Emergency Response procedures and/or plans in your organisation		
10	Please provide documents on how work at site is organised, with specific focus on subcontractors		
11	Please provide documents on plans/schedules for site visits, audits, internal inspections		