



شریٲٲ میٲٲ برونی شیل سنڊیرین 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

2 November 2024

Dear Sir/Madam,

Invitation for 'Expressions of Interest (EOI) and Request for Information (RFI)' for Electrical Distribution System Services

Brunei Shell Petroleum Co. Sdn Bhd (BSP) is seeking Expressions of Interest (EOI) and Request for Information from companies for **Electrical Distribution System Services**

1. Tender Scope:

The scope of work includes routine and non-routine maintenance services for the scope outlined below and shall include but not limited to, the provision of personnel, equipment, materials, consumables, and logistics, including necessary vehicles for access such as, but not limited to, cherry picker/skymaster to carry out the following tasks:

The scope of work is divided into two packages:

Scope A: Non-hydrocarbon scope

1. Electrical:
 - a) Street lights
 - b) Service pillars
 - c) Distribution board
 - d) Substation
 - e) Fire Alarm Systems
2. Others:
 - a) Instrumentation (including smoke detectors, call points, bell, panels, fire water pump control panel)
 - b) Sewage pump panel and level switches
 - c) Pumps: Diesel pump, fire water pump, fresh water pump, sump pump
 - d) Fuel tank (including cathodic protection)
 - e) Generator sets

Scope B: Hydrocarbon scope

1. Electrical
 - a) HV and LV from 66kV Overhead Transmission Line
 - b) Switchgears
 - c) LV switchboard to 400V distribution pillar units
 - d) Office lightings, switches, wiring consumer units
2. Others:
 - a) Instrumentation
 - b) Solar panel and maintenance activities
 - c) Minor civil building (Maintenance of All EDS Substation and Switch-house. such as roofing and its structural steel, timber works, doors, and painting.)
 - d) Earthwork / Excavation (Cable Fault tracing, New cable installation, Replacement, upgrading and relocation)
 - e) Design, supply of equipment, installation or testing or commissioning of new projects or modifications to existing electrical and instrument installations.



شریٲٲ میٲٲ برونی شیل سنڊیرین 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

2. EOI/RFI Requirement

This EOI/RFI is open to all companies with the following criteria:

A) Experience

- (i) Minimum of 5 years proven experience in the above-mentioned scope.
- (ii) Experience must include work in both industrial/commercial and residential settings.
- (iii) Preferably company with experience in the oil and gas industry.

B) Company structure

Preferably with an existing workforce of at least 60 employees, excluding management and administrative staff for the above-mentioned scope and is able to provide additional manpower as and when required depending on the scope.

C) Health, Safety, Security and Environment (HSSE)

Preferably with HSE Management System in place or an equivalent system that demonstrates a commitment to health, safety, and environmental standards or any documentation of HSSE policies, procedures, and records of safety performance.

D) Equipment, vehicles and tools

Preferably company with existing tools, equipment, vehicles to execute the above-mentioned scope.

3. 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 **Core** Quadrant of the LBD Framework.

- EoI is open for **all** companies only
- Local employment target must reach at 90%

Registration of Vendor in SMART system

- Kindly register your company under **Electrical Services** by **15th November 2024**
- 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.



شريكت ميڤ برونى شيل سندريرين 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

Instructions on EOI

For any EOI related queries, kindly email: hilda.othman@bsp-shell.bn with the subject header "**EOI for Electrical Distribution System Services – (Company's Name)**".

Kindly fill in the questionnaire attached herein and indicate your acceptance by submitting the questionnaire no later than **20th November 2024 at 0900 hours (Brunei time)** via the [BSP ICV Website](http://www.bsp.com.bn).

Please be reminded that any response received later than the specified date and time may not be accepted.

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.

We are looking forward to reviewing your response and interest in supporting BSP's work. In the meantime, BSP reserves all rights, including but not limited to changes to scope, timing, and selection process.

Yours faithfully,

For **BRUNEI SHELL PETROLEUM COMPANY SENDIRIAN BERHAD**

Hilda Maya Othman
Supply Chain Executive



شریٹ میٹ برونی شیل سنڈیرین 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

APPENDIX A – COMPANY AND LBD INFORMATION

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

Full Name	% Of Shares	I/C No. and Colour or Passport No.	Position in Company	Authorised Signatories (Yes/No)

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

No	Particulars	Yes	No
1	Are you willing to comply with all applicable laws and regulations of Brunei Darussalam, including Skim Persaraan Kebangsaan (SPK) for Brunei locals?		
2	Please confirm that the owners of your company are actively managing the day-to-day operations of your company.		
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 'A' provided below)		

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

No.	Description	Yes	No
1	Bank Letter of Authorised Signatories		
2	Scanned Coloured Copy of I/C of Owners and Directors		
3	Copy of Akuan Kerakyatan or Surat Kerakytan		
4	Business Name Act (Section 16)		
5	Certificate of Registration (Section 17)		
6	Certificate of Incorporation of Private Companies		
7	Share Certificate		
8	Memorandum of Association		
9	Article of Association		
10	Form X		
11	Notice of Change		



شريكت ميٲف بروني شيل سنڊيرين 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

4. 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

5. Please confirm if your company has any effective BSJV contract(s)? If yes, kindly list down below:

Contract No.	Contract Title	Expiry Date



شريكت 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

APPENDIX B – CONTACT DETAILS

CONTACT DATA 1 (MAIN CONTACT)	
Prefix: (Mr/Ms/Mrs/Dr/Miss):	
First Name:	
Last Name (Surname):	
Position in the company:	
E-mail Address:	
Phone Number:	

CONTACT DATA 2 (ADDITIONAL CONTACT)	
Prefix: (Mr/Ms/Mrs/Dr/Miss):	
First Name:	
Last Name (Surname):	
Position in the company:	
E-mail Address:	
Phone Number:	



شریٹ میٹپ برونی شیل سنڈیرین 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

APPENDIX C – EOI QUESTIONNAIRE

1. Please list your company's experience and the services you have provided under Electrical services, both currently and in the past:

No.	Project Description	Client name	Year and Duration	Project cost (BND\$)
1	<i>For example: Perventive maintenance for Electrical works at ABC building</i>	<i>Company xxx</i>	<i>2018 to date</i>	<i>20,000</i>
2				
3				

2. Does your company have experience and has the ability to provide specific services by ticking the following scope. This includes the provision of personnel, equipment, materials, vehicle and any other resources required to achieve optimum quality of services.

No.	Scope A	Yes	No	If yes, please provide summary of your previous project(s) / experience(s).
1	Routine and non-routine maintenance services for Street lights			Name of project: Client name: Scope rendered:
2	Routine and non-routine maintenance services for Service pillars			Name of project: Client name: Scope rendered:

No.	Scope A	Yes	No	If yes, please provide summary of your previous project(s) / experience(s).
3	Routine and non-routine maintenance services for Distribution board			Name of project: Client name: Scope rendered:
4	Routine and non-routine maintenance services for Substation			Name of project: Client name: Scope rendered:
5	Routine and non-routine maintenance services for Fire Alarm Systems			Name of project: Client name: Scope rendered:
6	Instrumentation (including smoke detectors, call points, bell, panels, fire water pump control panel)			Name of project: Client name: Scope rendered:
7	Sewage pump panel and level switches			Name of project: Client name: Scope rendered:



شریٲٲ میٲف برونی شیل سنڊیرین 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

No.	Scope A	Yes	No	If yes, please provide summary of your previous project(s) / experience(s).
8	Pumps: Diesel pump, fire water pump, fresh water pump, sump pump			Name of project: Client name: Scope rendered:
9	Fuel tank (including cathodic protection)			Name of project: Client name: Scope rendered:
10	Generator sets			Name of project: Client name: Scope rendered:

No.	Scope B	Yes	No	If yes, please provide summary of your previous project(s) / experience(s).
1	Routine and non-routine maintenance services for installation (HV and LV) from 66kV Overhead Transmission Line			Name of project: Client name: Scope rendered:
2	Routine and non-routine maintenance services for Switchgears			Name of project: Client name: Scope rendered:
3	Routine and non-routine maintenance services for LV Switchboard to 400V distribution pillars units			Name of project: Client name: Scope rendered:
4	Routine and non-routine maintenance services for all offices domestic Electrical installation (lighting, switches, wiring Consumer unit).			Name of project: Client name: Scope rendered:

No.	Scope B	Yes	No	If yes, please provide summary of your previous project(s) / experience(s).
5	<p>The work activity also extended to cover instrumentation maintenance for industrial and offices under Onshore hydrocarbon facilities.</p> <p>The Instrumentation work shall generally comprise of installation or replacement of Smoke and Heat Detectors, Call Points, Alarm bells, buzzers, Sounders and Fire Alarm Panels and its inclusive and level sensors. Materials such as Smoke, Heat Detectors, Call Points, Alarm buzzers, Sounders and Fire Alarm Panels and level sensors are of Company or contract supply materials.</p>			<p>Name of project:</p> <p>Client name:</p> <p>Scope rendered:</p>
6	<p>To carry out PM and CM for solar PV panel and inverter as by Operation and Maintenance Manual & recommendation issued by Original Equipment Manufacturer (OEM). mitigate recurring failures with the objective to prevent unexpected equipment failures.</p>			<p>Name of project:</p> <p>Client name:</p> <p>Scope rendered:</p>
7	<p>Minor Civil works Maintenance of All EDS Substation and Switch-house. such as roofing and its structural steel, timber works, doors, and painting.</p>			<p>Name of project:</p> <p>Client name:</p> <p>Scope rendered:</p>
8	<p>Earthwork/Excavation: Cable Fault tracing, New cable installation, Replacement, upgrading and relocation.</p>			<p>Name of project:</p> <p>Client name:</p> <p>Scope rendered:</p>



شريكت 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

9	Call-off/ad-hoc work associated to electrical and instrumentation equipment for ONSHORE hydrocarbon areas 24/7 availability.			Name of project: Client name: Scope rendered:
10	Design, supply of equipment, installation or testing or commissioning of new projects or modifications to existing electrical and instrument installations.			Name of project: Client name: Scope rendered:



شریٹ میٹ برونی شیل سنڈیرین 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

3. If there are any, your company shall provide a list of your company's HSSE-related documents such as policies, standards, procedures, etc.

No	HSSE related documentations	Date last assessed
1	<i>e.g. Green banding/ IOGP/ HSE MS</i>	
2		
3		
4		

4. If there are any, list all safety performance records for the last 3-year. This may include any existing KPIs:

No	Description
1	<i>e.g. 1,000,000 manhours without LTI in August 2024.</i>
2	<i>e.g. 3 Life Saving Rules incidents from 2023 to 2024 – PPE non-compliance etc.</i>
3	
4	

5. If there are any, your company shall provide a list of accreditations, affiliations, or certifications acquired.

No	Accreditation, Affiliation or Accreditation	Date Acquired
1	<i>For example: ISO 9000, ISO 14001</i>	
2		
3		

6. Please provide company structure with a clear indication of personnel (local/non-local), the number of personnel and any other trainings attended.

No	Role	Training	Date attended/ expiry date
1	<i>e.g. HSEO</i>	<i>NEBOSH</i>	<i>XXXX</i>
2	<i>e.g. Work site supervisor</i>	<i>IMIST</i>	<i>XXXX</i>



شریٹ میٹف برونی شیل سنڈیرین 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

7. Please provide a clear list of personnel based on the category below:

Personnel Categories	Total number	Number of Locals	Number of non-locals
Engineer			
Supervisor			
Electrical Technician			
Semi-skilled			

8. Company shall provide the following company details.

No	Description	Company Response
1	Details of existing Company Facilities	Office address:
		Staff accommodation address:



شریٹ میٹف برونی شیل سنڈیرین 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

APPENDIX E – LIST OF EQUIPMENT, VEHICLES AND TOOLS

Kindly provide a list of any equipment, tools, and vehicles that are pertinent to the scope outlined in this document. It is crucial for the company to specify whether these resources are rented or owned.

Item	Name of Equipment	Model	Year	Rent/Own	Already purchase or propose	Specifications
Equipment model, year made, brand and name						
Vehicles model, year made, brand and name						
Tools name and specs.						



شریٲٲ میٲٲ برونٲ شیل سنڊیرین 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

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 _____, 2024

Name : _____

Position Held : _____

Contact No. : _____ (O)

: _____ (M)

Email : _____

Duly authorised to sign Eols for and on behalf of:

(Name of Company)

.....

..... (Registered Address)