

30 July 2025

Dear Sir/Madam,

Invitation for 'Expressions of Interest' for the Supply and Maintenance of Bicycle.

Brunei LNG Sdn Bhd (BLNG) is seeking Expressions of Interest (Eoi) from Companies for **the Supply and Maintenance of Bicycle.**

Scope:

1. The CONTRACTOR shall supply bicycle and spare parts as specified under the contract.
2. The CONTRACTOR shall provide qualified personnel, including such as a mechanic, to perform repairs and maintenance of bicycle on a call-off basis. The services shall include, but are not limited to:
 - Maintenance and repair services shall be done at BLNG locations.
 - Supplying and maintaining on-site tool cabinets for proper storage of tools.
 - Mechanic must be available at BLNG premises at all times during BLNG working hours.
 - Guaranteeing that at least one mechanic from CONTRACTOR is available to provide maintenance and repair services, and to oversee the management of on-site tool cabinets.

RFI Schedule/ Deadlines

- EOI issuance date: **30 Jul 2025**
- EOI Acknowledgement Questionnaire deadline: **10 Aug 2025 (Appendix 1, page 3 – 6)**
- EOI submission deadline: **10 Aug 2025**
- SMART GEP registration deadline: **10 Aug 2025**

Local Business Development (LBD)

Brunei Shell Joint Venture (BSJV) Companies' LBD requirements are in line with the LBD Directives as issued by Department of Energy (DoE). This tender scope falls under Basic Quadrant of the LBD Framework and open to participants with the following criteria:

- EOI is open for Bumiputra¹ companies only;
- The owners of the company shall be actively involved in its management and day to day running of the business;
- The EOI is open to all companies that have had no prior contracts with any of the BSJV companies, Government or Government linked companies;
- Target for recruitment and development of suitably qualified Bruneian staff, including graduates will be part of Tender / Contract.
- Incorporate as Sdn Bhd in Brunei (upon award of contract), with at least 3 shareholders.

¹ Bumiputra – Bruneian people who belong to the ethnic groups considered indigenous to the country, belonging to the seven ethnic groups, namely: Brunei, Tutong, Belait, Dusun, Murut, Kedayan and Bisaya.

Tender/Contract Schedule

- Planned Tender Date : To be confirmed
- Contract Duration : 3 years + 1 year extension period

Registration of Vendor in SMART system

- Kindly register your company under **55AAAA – Vehicle & Vehicle Accessories** by **10 Aug 2025**.
- 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 SmartGEP
- 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: muhammad.marzuki@bruneiLNG.bn with the subject header “EOI – SUPPLY AND MAINTENANCE OF BICYCLE [COMPANY NAME]”.

Kindly fill in the questionnaire attached herein and indicate your acceptance by ticking (✓) in the respective boxes no later than **10th Aug 2025** via the EOI page in the [ICV Portal](#).

PLEASE BE REMINDED THAT ANY REPLY RECEIVED LATER THAN THE SPECIFIED DATE AND TIME WILL NOT BE ACCEPTED.

This Expression of Interest shall not be deemed to be an invitation to tender. **Brunei LNG Sdn Bhd** shall have the right and sole discretion to reject any part or all of the response made by the Contractor. **Brunei LNG Sdn Bhd** 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 LNG SENDIRIAN BERHAN**

Nurul Ain Binti Mohd Yakob
Acting Head of Contracts Services

APPENDIX 1 - EXPRESSION OF INTEREST (EOI) ACKNOWLEDGMENT QUESTIONNAIRE

Date:

We confirm that:

[mark 'X' in either one of the boxe(s)]

☐

Participation in EOI – SUPPLY AND MAINTENANCE OF BICYCLE

☐

No, we are not interested because _____

We understand that receipt of this form and the accompanying questionnaire does not constitute an agreement and intent to purchase products/services from our Company at a later date, nor a commitment from Brunei LNG to invite us for any prospective tender exercise. We understand that Brunei LNG may use the information provided by us in pre-selection of its bidlist(s). We understand that in the event Brunei LNG does not wish to pursue with a tender, we shall be due no compensation whatsoever.

Company Name	
Contact Person Name	
Position Held	
Signature	
Date	
Company Address	
Phone Number	
E-mail Address	

EXPRESSIONS OF INTEREST (EOI) FOR THE SUPPLY AND MAINTENANCE OF BICYCLE.

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

Full Name	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 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 BSJV Companies? (If 'YES' Kindly provide details in table 'D' provided below)		

3. Please provide the following documentation (where applicable) including any revision made:

		Yes	No
1	Coloured copy of all owner's Brunei Darussalam Identity Card (I/C)		
2	Copy of Akuan Kerakyatan / Surat Kerakyatan		
3	Authorised Signatories Letter from the Bank		
4	Business Name Act (Section 16)		
5	Certificate of Registration (Section 17)		
6	Certificate of Incorporation of Private Companies		
7	Memorandum of Association		
8	Article of Association		
9	Share Certificate		
10	Form X		
11	Notice of Change		

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' or 'Local'

A. Please provide owner details in the table below:

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

B. Please provide Ex-BSJV details in the table below (if applicable):

Full Name	Position in Tenderer's Company	Involvement in Existing EOI/Tender (i.e. Tender Preparation; Contract Execution; etc)	Year Last Worked in a BSJV Company	Job Description (include Job Title, Indicator, Department)

C. Please provide details of other authorised signatories of your company in the table below:

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

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

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

E. Please provide a track record of business experience(s) in the table below (if applicable):

Company name	Nature of Business	Years of operations	Roles	Locations

I, hereby, declare that my company of any affiliated companies have not been awarded a contract with BSJV, Government-Linked companies or Government. I also confirm 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 _____, 2025

Name : _____

Position Held : _____

Contact No. : _____ (O)

: _____ (M)

Email : _____

Duly authorised to sign EOIs for and on behalf of: -

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..... (Registered Address)