



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

10th April 2025

Dear Sir/Madam,

Invitation for 'Expressions of Interest and Pre-Qualification' for Maintenance, Turnaround and Construction Tender

Brunei Shell Petroleum Co. Sdn Bhd (BSP) is seeking Expressions of Interest (EOI) and Pre-Qualification from companies for the Maintenance, Turnaround and Construction (MTAC) Tender.

Tender Scope

BSP is committed towards continuous improvement in the Asset Integrity of approximately 220 offshore oil and gas facilities located in Brunei Darussalam's Waters. This is underlined by our focused and proactive approach to enhancing maintenance strategies and ensuring the long-term reliability of existing offshore assets.

The MTAC Tender consist of the management and execution of offshore maintenance, comprising of the work preparation, fabrication and offshore activities execution. The MTAC will be executed through a campaign-based approach for both turnaround and non-turnaround campaigns, incorporating a core asset program (Preventative and Corrective Maintenance).

A strong focus on safe and timely execution of flawless turnarounds are significant parts of the scope. It is anticipated that the core annual base scope will be an estimated between 500,000 and 900,000 Man-hours work – on an earned hour basis. The MTAC is envisioned to be live by Mid-2027.

For further description of the scope of work please refer to Appendix 2 – Scope.

Vendor Eligibility Criteria

Interested vendors must meet the following minimum criteria to be considered for the tender and scope:

(1) Experience

- Minimum 10 years of experience in managing and executing Offshore Oil and Gas maintenance execution field, specifically overseeing multidisciplinary scopes of comparable scale and complexity.

(2) 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 **Core** Quadrant of the LBD Framework.

- EOI is open for **All** companies.
- The targets include local employment, local management and local spend are expected to be above 50%.



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- Specific targets for recruitment and development of suitably qualified Bruneian staff, including graduates will be part of Tender / Contract.
- Development of local capabilities through active participation by local company or through forming partnership with international companies,
- To increase spend in country either through full or co-ownership of capital assets between the local partners/joint ventures.

Tender/Contract Schedule

- Planned Tender Date: Dec 2025 – Q1 2026
- Contract Duration: 5 Years (with 2 years extension options)

Market Engagement to brief on EOI

- As part of the EOI process, interested vendors are required to attend a briefing engagement. This session will provide an overview of the submission requirements, company expectations and the scope of work, including key deliverables for this tender.
- Vendors are kindly requested to complete and submit the **APPENDIX A – ATTENDANCE CONFIRMATION** form via email to chian-chen.goh@bsp-shell.bn by **Tuesday, 22nd April 2025**. Please note that the only submission received by the deadline will be considered. Late or missing submissions will not be accepted.
- The briefing is tentatively scheduled for **Wednesday, 30th April 2025**, from **9 am to 11 am**, at a venue in Seria/Kuala Belait. Each company may nominate up to two (2) representatives to attend. Further details, including the exact venue, will be shared with the registered representatives via email closer to the date.
- Should there be any changes to the registered representatives attending the sessions, please notify us in advance. Kindly note that unregistered individuals will not be permitted entry.

Registration of Vendor in SMART system

- If you are interested, kindly register your company under **Engineering and Project Management Services** by **2nd May 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 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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Kindly complete the attached questionnaires and ensure that all required documents and attachments are included as supporting documents:

- Appendix 1 - Vendor Expressions of Interest & Pre-Qualification Declaration Form
- Appendix 3 - Company Information Questionnaire
- Appendix 4 - Technical Questionnaire
- Appendix 5 - Business Integrity Compliance Questionnaire
- Appendix 6 - Vendor Feedback on Contracting Model and Market Insights

Please submit the completed questionnaire via the **BSP ICV Website** by **Monday, 12th May 2025**. Failure to complete the questionnaire, including all required attachments, will be considered as an incomplete submission and may result in disqualification from the review process; however, this decision shall remain at the sole discretion of BSP.

For any EoI related queries, kindly email: chian-chen.goh@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 the response made by the Vendor. 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 market feedback 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 and on behalf of **BRUNEI SHELL PETROLEUM COMPANY SENDIRIAN BERHAD**

Abd Mutalif, Noor Afizah

Asset Production Maintenance & Logistic Lead – SCM2

**EXPRESSIONS OF INTEREST & PRE-QUALIFICATION FOR
MAINTENANCE, TURNAROUND AND CONSTRUCTION TENDER**

APPENDIX A – MARKET ENGAGEMENT - ATTENDANCE CONFIRMATION

REFERENCE: MAINTENANCE, TURNAROUND AND CONSTRUCTION CONTRACT (MTAC)

To: Brunei Shell Petroleum Co. Sdn Bhd

Attn: Joey Goh

Date:

Reference is made to the Expression of Interest (EOI) process. A session will be held to provide an overview of the EOI submission requirements, BSP expectations and the scope of work, including key deliverables for this tender.

EOI Briefing Session Details:

- **Date:** Wednesday, 30th April 2025
- **Time:** 9:00 am – 11:00 am
- **Venue:** Seria/Kuala Belait (Exact details to be shared later)
- **Attendance:** Two (2) representatives only per vendor

Acknowledgement and Confirmation:

Participation in this EOI process does not constitute an agreement or an obligation for BSP to purchase products/services at any stage, nor does it imply any commitment to invite vendors to a prospective tender exercise. We understand that BSP is conducting a market exploration for the purpose of pre-selecting vendors for its bid list(s).

Action Required:

- Kindly confirm your interest and availability by providing the contact details of up to two (2) designated representatives using the table provided below and submit this **Appendix A** via email to chian-chen.goh@bsp-shell.bn by **Tuesday, 22nd April 2025**. Late or missing submissions will not be considered.
- Should there be any changes to the registered representatives attending the sessions, please notify us in advance. Only registered representatives will be allowed entry and will receive further details.

Company Name	Representative Name	Position held	Company Address	Contact Number (Office)	Contact Number (Mobile)	Email

Signature : _____

Dated this day of , 202__

Name : _____

Position : _____

**EXPRESSIONS OF INTEREST & PRE-QUALIFICATION FOR
MAINTENANCE, TURNAROUND AND CONSTRUCTION TENDER**

APPENDIX 1 – VENDOR EXPRESSIONS OF INTEREST & PRE-QUALIFICATION DECLARATION FORM

REFERENCE: MAINTENANCE, TURNAROUND AND CONSTRUCTION (MTAC)

To: Brunei Shell Petroleum Company Sendirian Berhad

Attn: Joey Goh

Date:

Reference is made to the advertisement above.

We acknowledge that the submission of this form and the accompanying documents does not constitute an agreement or an intention to purchase products/services from our company at any stage, nor does it imply any commitment from BSP to invite us to participate any prospective tender exercise. We understand that BSP utilize this information provided herein for the purpose of pre-selecting vendors for its bidlist(s).

Company Name	
Contact Person Name	
Position held	
Address	
Phone Number	_____ (O) _____ (M)
Email Address	

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 : _____

**EXPRESSIONS OF INTEREST & PRE-QUALIFICATION FOR
MAINTENANCE, TURNAROUND AND CONSTRUCTION TENDER**

APPENDIX 2 – SCOPE

Scope of Works

BSP has offshore oil and gas facilities located in Brunei Darussalam's Territorial Waters. There are approximately 220 offshore structures comprising a range of the following types of facilities but not limited to:

- (a) Drilling Platforms (DP)
- (b) Production Platforms (PP)
- (c) Mini-Production stations with combined drilling and production
- (d) Gas Compression Platforms (CP)
- (e) Vent Jackets (VJ)
- (f) Water Injection Platform (WJ)
- (g) Accommodation Platforms (AP)

BSP is committed to continuous improvement in Asset Integrity, with a focused and proactive approach to enhancing maintenance strategies and ensuring the long-term reliability of existing offshore assets.

The MTAC will consist of the management and execution of offshore maintenance and operation work comprising of the following:

- Work Preparation
- Onshore Fabrication
- Electrical & Instrumentation services
- Mechanical services
- Access (e.g. Scaffolding, abseiling)
- Flange Management
- Flushing Services
- Nitrogen Purging/Testing
- Hot and Cold Work with Pressurized Habitats
- Composite Wrapping
- Crane Certification & Maintenance
- Whittaker Capsule Maintenance
- Life Raft Maintenance / Recertification
- Rotating Equipment support services
- Blasting & Painting services
- First line maintenance (Core Crew)
- Material management
- Planning & Scheduling
- QA / QC

The MTAC will be executed through a campaign-based approach for both turnaround and non-turnaround campaigns, incorporating a core asset program (Preventative and Corrective Maintenance).

A strong focus on safe and timely execution of flawless turnarounds are significant parts of the scope.

The work management system software for this contract will be S/4HANA, which will serve as the Work Management System (WMS) for both parties and will create significant planning / scheduling optimisation opportunities.

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The planning / scheduling package 'Primavera P6e' will be used to produce all plans and schedules. A significant benefit of using the combination of S/4HANA with Primavera is its two-way utility of communication. This allows for optimally scheduled work orders to be loaded into Primavera before they are adjusted for resource levelling, and then transferred back into the WMS for work preparation and schedule integration.

BSP intends to simplify and reduce the number of interfaces between MTAC Contractor and its Subcontractors organisation structures.

Success under this MTAC is defined below:

- A rapid and seamless transition with minimal disruption to current operations and without compromising HSSE
- An improved and sustainable HSSE Performance – Achieving Goal Zero.
- Top quartile performance for productive time based on Upstream Oil & Gas industry.
- There are effective and efficient ways of working established to maximise the potential benefits from the integrated COMPANY / CONTRACTOR workflow.
- Innovative ways of utilising local capabilities within the MTAC contract to eliminate interfaces and unnecessary costs.
- Demonstrate strict compliance with COMPANY and Regulatory Directives.
- Year on year improvement on cost & delivery.
- Innovation and Continuous Improvement in all areas.

BSP anticipates that the core annual base scope will be an estimated between 500,000 and 900,000 Man-hours work – on an earned hour basis. The MTAC is envisioned to be live by Mid-2027.

EXPRESSIONS OF INTEREST & PRE-QUALIFICATION FOR
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APPENDIX 3 – COMPANY INFORMATION QUESTIONNAIRE

A. COMPANY INFORMATION

For this part, vendor please provide the relevant company details based on the type of your company submitting:

- (a) For Form 3A: For Local Company only.
- (b) For Form 3B: For International Company.
- (c) For Form 3C: For Established Joint Venture only.

Please read this before proceeding with this Appendix.

- International companies interested in participating are encouraged to form a Joint Venture (JV) with a local company.
- For local and international companies that have not yet established a joint venture but intend to do so, both parties are required to complete the following:
 - **Form 3A** – For Local Company
 - **Form 3B** – For International Company

Additionally, please include the **Memorandum of Understanding (MOU)/Agreement** and details of the **Joint Venture (JV) Participation and Equity Split** between the local and international company as part of your proposal.

- Local companies intending to form a consortium are kindly requested to complete Form 3A for each participating local company.

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FORM 3A: LOCAL COMPANY INFORMATION FORM (To be completed by Local Company only)

No.	Item	Details/Response
1.	Name of Local Bruneian Company	
2.	Local Bruneian Company Registration number and date	
3.	Address for correspondence	
4.	Website, contact email address	
5.	Please provide copies of Form X.	
6.	Does your company hold any existing contracts with BSJV? If Yes, please provide the following contract details, i.e. Contract No., Title, Estimated Contract Value.	
7.	If technical support is required, please provide the technical partner's name and complete Form 3B for the international technical partner.	

8. Ownership Information:

Local Bruneian Company ownership details to be provided in the table below. Please provide copies of IC of owner(s).

No.	Details of Ownership (State Full Name, IC No., Colour, Nationalities, Position)	% of Shares	Actively Managing Company's Operation (Y/N)	Availability of Corporate Bank Account (Y/N)	Authorised Signatories (Y/N)
	<i>E.g. Name: Ali bin Abu IC No. 00-000000 (Yellow) Position: Managing Director</i>	<i>100%</i>	<i>Yes</i>	<i>Yes</i>	<i>Yes</i>

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FORM 3B: INTERNATIONAL COMPANY INFORMATION FORM (To be completed by International Company only)

No.	Item	Details/Response
1.	Name of International Company	
2.	Name and title of International Company's officer authorized to enter correspondence regarding this EOI. (Please attach an authorization of the individual designated to execute contracts binding the corporation).	
3.	Address for correspondence	
4.	Website, contact email address	
5.	Identity and place of incorporation of the International Company's parent company (if applicable)	
6.	Type of Company (Private Limited Liability, Public Limited Liability, etc.)	
7.	Country (and State, if relevant) of incorporation and date of establishment	
8.	State the nature of International Company's core business as indicated by its articles of incorporation	
9.	Does your company hold any existing contracts with BSJV? If Yes, please provide the following contract details, i.e. Contract No., Title, Estimated Contract Value.	
10.	If forming a joint venture (JV) with a local company, please specify the local partner's name and complete Form 3A for the local company. Please provide the relevant JV details.	

11. Ownership Information:

International Company ownership details to be provided in the table below.

No.	Company Name	Details of Ownership (State Full Name, Passport/IC No., Colour, Nationalities, Position)	Ownership %	Actively Managing Company's Operation (Y/N)	Name of Authorised Signatories (Y/N)

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FORM 3C: JOINT VENTURE INFORMATION FORM (To be completed by an established Joint Venture only)

No.	Item	Details/Response
1.	Name of Joint Venture (JV)	
2.	Name(s) of Local Bruneian Company/Companies in the JV	1. 2.
3.	Address for correspondence	
4.	Website, contact email address	
3.	Name(s) of International Bruneian Company/Companies in the JV, along the JV Participation/Equity Split Between Local and International Companies	Local Companies: 1. [Company Name] ____% 2. [Company Name] ____% International Companies 1. [Company Name] ____% 2. [Company Name] ____%
4.	JV Registration number and date (Please provide a copy of Certificate of Incorporation)	
5.	Identity and place of incorporation of the International Parent Company (if applicable)	
6.	Please provide a copy of signed JV agreement.	
7.	Does the JV company hold any existing contracts with BSJV? If Yes, please provide the following contract details, i.e. Contract No., Title, Estimated Contract Value.	

8. Ownership Information:

The table below must be completed by both the Local Bruneian company in the JV and the JV entity itself.

No.	Company Name	Details of Ownership (State Full Name, Passport/IC No., Colour, Nationalities, Position)	Ownership %	Actively Managing Company's Operation (Y/N)	Name of Authorised Signatories (Y/N)

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APPENDIX 3 – COMPANY INFORMATION QUESTIONNAIRE

B. QUESTIONNAIRE: To be filled in by ALL EOI participants.

1. 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 Government of Brunei Darussalam's National Retirement Scheme (SPK) requirements effective on 15th July 2023?		
2	Have you or any of your key personnel worked for BSJV Companies in the last 2 years? (If 'YES' Kindly provide details in table provided below)		

2. **Ex-BSJV Details**

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 this Eoi/Tender (i.e. Tender Preparation; Contract Execution; etc)	Year Left BSJV Company	Job Title, Indicator, Department

3. **Financial Information**

Please provide financial information to demonstrate your financial capability and stability in undertaking this scope.

Kindly include copies of the audited financial statements for the past three (3) years.

4. **Disputes History**

Kindly declare any history of litigation or arbitration related to projects executed in the past 10 years or those currently in progress.

Name of Project	Year	Type of Dispute (Litigation/ Arbitration)	Brief Description	Status (Ongoing/Resolved)	Outcome (If resolved)

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APPENDIX 4 – TECHNICAL QUESTIONNAIRE

Please complete all questionnaire and provide any necessary attachments to support the responses.

	Please demonstrate:	Response with Supporting Document
1	Management and execution experience in Offshore Oil and Gas maintenance execution field, specifically managing multidisciplinary scopes and the corresponding size/volume of work for the last 10 years. Kindly outline the commercial model adopted in the above projects (e.g., unit rates, performance-based contract, time & material, target cost with gainshare/painshare, etc.), where applicable.	Refer to "Previous Experience"
2	Experience in Work preparation & Planning for the last 10 years. Please include specific examples of work packs created for similar projects/scopes, including any relevant samples.	
3	Experience with fabrication and material management for offshore execution for the last 10 years. Additionally, kindly confirm whether the vendor has an existing onshore fabrication facility in Brunei, if applicable.	
4	Experience with Work Management System SAP (i.e. SAP4HANA) and work planning using 'Primavera P6e'.	
5	A brief overview of your organizational structure, specifically for key personnel and the team that will be involved in delivering this project/work. Based on the organisational structure provided, please describe your ability to mobilize experienced resources within the given timeline for projects of similar scale and magnitude, including estimated manhours. Additionally, provide details on your resource sourcing process (e.g., pre-existing pool or recruitment).	
6	Indicate vendor's own capability to execute the work vs what may be required to be subcontracted.	Refer to "Works Execution"
7	Please provide an overview of your company's HSSE standards by completing the HSSE questionnaire.	Refer to "Contractor HSSE Capability Assessment"

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PREVIOUS EXPERIENCE

Name of Project/ Contract Title	Description of Project/ Scope Summary	Award Date, Completion Date & Contract Duration	Country	Role (Main/ Subcontractor)	Scope (If Subcontractor)	Client's Name & Contact	Value of the Project (BND)	Commercial Model	Cost Reduction & Efficiency Enhancement	Remarks
Example Project xxx	Offshore Maintenance (e.g. Size of project in manhours per year, equivalent matrix, disciplines involved, etc.)	Jan 2020 to Dec 2024, 5 years	Malaysia	Main Contractor	N/A	ABC Corporate, Albert Don	10 million	Please share the commercial model that was adopted for this project, e.g. Time and Material Models; Performance-Based Models.	Please showcase any opportunities improvements/innovations you have contributed that have helped reduce project costs or enhance efficiency, along with any additional ideas for further improvements	

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WORK EXECUTION & SUBCONTRACTING

	Scope of Work	In-House	Subcontracted	Proposed Subcontractor (if applicable)	Support Confirmation Letter (Yes/No)	Remarks
	Planning & Preparation					
1	Work Preparation	<i>Yes</i>	<i>No</i>	<i>N/A</i>	<i>N/A</i>	<i>Managed internally</i>
2	Planning & Scheduling					
	Mechanical & Fabrication					
3	Onshore Fabrication	<i>No</i>	<i>Yes</i>	<i>[Subcontractor Name]</i>	<i>[Subcontractor Name]</i>	<i>Specialized contractor needed</i>
4	Mechanical Services					
5	Rotating Equipment Support Services					
6	Flange Management					
	Material Management					
7	Material Management					
	Electrical & Instrumentation Services					
8	Electrical & Instrumentation Services					
	Access & Support Services					
9	Access (e.g.scaffolding, abseiling, etc.)					
10	Hot & Cold Works with Pressurized Habitats					
	Testing & Maintenance					
11	Flushing Services					
12	Nitrogen Purging/Testing					
13	Crane Certification & Maintenance					
14	Whittaker Capsule Maintenance					
15	Life Raft Maintenance / Recertification					
	Surface Protection					
16	Composite Wrapping					
17	Blasting & Painting Services					
	Operational Support					
18	First Line Maintenance (Core Crew)					
19	QA/QC					

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CONTRACTOR HSSE CAPABILITY ASSESSMENT

Contractor HSSE Capability Assessment - IOGP423-01 (Short questionnaires)

Supplier / Contractor:	Date:
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Please answers all questions below together with supporting documents. Your written response must be precise and crystal-clear.

	Questions	Written Response	Supporting document/s
	Element 1: Commitment and accountability	Inputs from Business Partner	Inputs from Business Partner
1	Provide evidence to show that the HSE-MS is in place across the organization, with priorities established, authorities and accountabilities assigned, and resources allocated. (E1.1) (Simplified) - Please provide proof of a documented Management System (Service Provider system registration number or Certificate number), System data to be assessed and verified when needed AND/OR Latest audit report to be verified when needed.		
	Element 2: HSE Policies, standards and objectives		
2	Does your company have HSE objectives which include measurable success criteria based on continuous improvement; maintaining standards; or compliance with policy, regulatory or other requirements? (E2.4) If the answer is yes, please attach a copy. (Simplified) - Does your company have HSE objectives and an associate plan? Explain how they are developed, reviewed and implemented. If yes, please provide a copy. (and/or provide details, context, evidence) (OGUK 3.1)		
	Element 3: Organization, resources and capability		
3	Does your organization have a competence assurance process in place? If yes, please describe the scope and content of your competence assurance process. (E3.3) (Simplified) - Describe the scope and content of your competency validation and assurance process including ongoing verification (UKOG.3.3a)		
	Element 4: Stakeholders and customers		
4	What processes does your company have to assess, manage and engage with customers and other stakeholders regarding life cycle risks and opportunities associated with the company's products, assets and activities? (E4.2) (Simplified) - Describe your process to assess, manage and proactively engage with your company's interested parties or stakeholders (UKOG.4.1a)		

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	Element 5: Risk assessment and control		
5	What processes and methods does your company have in place to manage risks to an acceptable level for the scope of your activities? (E5.1) (Simplified) - Describe your HSE risk management process. (UKOG.5.1a)		
	Element 6: Asset design and integrity		
6	Briefly describe the processes in place to maintain, replace, test, inspect, calibrate, certify and verify performance of facilities and equipment? (E6.5) (Simplified) - Describe the processes in place to operate, maintain, replace, test, inspect, calibrate, certify and verify performance of facilities and equipment (UKOG.6.1c)		
	Element 7: Plans and procedures		
7	What arrangements does your company have for: <ul style="list-style-type: none"> • Contingency • emergency • crisis • continuity management planning? (E7.5) (Simplified) - What arrangements does your company have for: • Contingency planning • Emergency response • Crisis management • Continuity management (OGUK.11.1a)		
	Element 8: Execution of activities		
8	What processes does your company use to prepare for activities and ensure operational readiness and integrity of systems before commencing work? (E8.1) (Simplified) - How does your company ensure consistent application of processes to confirm work is executed in accordance with plans? (UKOG.9.1a)		

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	Element 9: Monitoring, reporting and learning	Inputs from Business Partner - Table A	
9	Please provide the following Company work-related activities statistics for each year for the last five years, including work performed by Contractor personnel. (Simplified) - Please provide the following Company work-related activities statistics for each year for the last five years, including work performed by Contractor personnel.		
	Element 10: Assurance, review and improvement		
10	Briefly describe your company's assurance process to evaluate conformity with expectations; organizational capability; effectiveness of the HSE-MS in meeting objectives, stakeholder and business needs; and also identify areas for improvement? (E10.1) (Simplified) - Describe your management system assurance process and how it is implemented? (UKOG.13.1a)		

Table A

Please provide the following Company work-related activities statistics for each year for the last five years, including work performed by Contractor personnel:	Please provide the following Company work-related activities statistics for each year for the last five years, including work performed by Contractor personnel:	
a. Number of fatalities	0	
b. Number of lost time injuries	0	
c. Number of Resticed Workday Casess	0	
d. Number of Medical Treatment Cases	0	
e. Number of First Aid Cases	0	
f. Number of Near Miss Incidents	0	
g. Fatal Accident Rate (per 100 million hours worked)	0	
h. Lost Time Injury Frequency (per million hours worked)	0	
i. Total Recordable Incident Rate (per million hours worked).	0	
j. Total number of exposure hours	0	

**EXPRESSIONS OF INTEREST & PRE-QUALIFICATION FOR
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APPENDIX 5 – BUSINESS INTEGRITY COMPLIANCE QUESTIONNAIRE

This document forms part of the standard BSJV vetting and due diligence process and should be regarded as an information-gathering exercise. Please complete the entire questionnaire and provide any necessary attachments to support the vendor's responses.



Questionnaire on Business Integrity Compliance

This document is part of the normal BSJV vetting and due diligence process, and should be treated as an information gathering exercise. The Brunei Shell Joint Venture Companies consider business integrity a top business commitment, and have zero tolerance of violations of the company business principles, including bribery and corruption, by those with whom we do business.

Awareness of Anti-Bribery and Corruption Laws and BSJV policies
Are you aware of international and local laws about bribery and corruption? What can you share about them?
Response:
Have you reviewed the BSJV Code of Conduct and Business Principles?
Response:
In particular, have you reviewed the areas dealing with BSJV's position on bribery and corruption?
Response:
Do you understand that BSJV expects you to adhere to these policies in the performance of any commercial agreement with BSJV?
Response:

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Your company compliance program or policies and structures
Does your company have its own Code of Conduct or Ethics? Does your company have its own compliance program for anti-bribery and corruption? How is it implemented and by whom? Please provide summary and attach sample documents.
Response:
What policies, structures or practices do you have to address and monitor business integrity and bribery and corruption risk (e.g. written policies, audits, training, due diligence conducted on business partners, consequences for employees found to have engaged in bribery or corruption)?
Response:
Previous allegations or Investigations
Have there been any investigations or allegations of bribery or corruption in relation to your company or any of its staff, agents or representatives?
Response:

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If so, what actions did the company take? What was the outcome? If not, who investigates alleged violations of business integrity in your company? Response:
Does your company have a published reporting hotline? What mechanisms are in place for your employees to report any suspected concerns or violations of your policy? Do you have a policy addressing retaliation? If yes, please briefly describe below. Response:
Relationships with Government
Is your company owned or controlled in any way by a government entity? Response:
Do you employ any current or former government officials (including officials in political parties)? Are any of your Directors current or former government officials? If yes, please provide details below. Response:

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Are you aware of any of your staff being in a family or business relationship with any government official, whereby they could be influenced or improperly influence government decision-making? If so, please provide details below.
Response:
Are any of your Directors or Senior Management former Brunei Shell Joint Venture staff? If so, please provide details below.
Response:
Do you engage in any commercial activities with persons or entities from UN, EU, or US sanctioned countries? If so, please describe your business relationship below.
Response:

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Is there any other information you would like to share regarding your Company's Business Integrity or Compliance Program?

I certify that the above information is true and accurate.

Signature

Date

Name

Position

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APPENDIX 6 (OPTIONAL) – VENDOR FEEDBACK ON CONTRACTING MODEL AND MARKET INSIGHTS

This Appendix is intended to gather market feedback and insights from vendors. Interested parties are encouraged to provide relevant input and suggestions on the most suitable contracting model for the proposed scope. Such input will be reviewed as part of the process, with a view to ensuring the framework remains fit-for-purpose, commercially sound and reflective of current market conditions.