

25<sup>th</sup> September 2021

Dear Sir/Madam,

**INVITATION FOR 'EXPRESSIONS OF INTEREST' FOR PROVISION OF NEW MEDICAL SYSTEM IN BRUNEI SHELL  
PETROLEUM.**

Brunei Shell Petroleum Co. Sdn Bhd is seeking Expressions of Interest (Eoi) from companies for the **Provision of New Medical System in BSP.**

**Tender Scope:**

To provide a single integrated medical software solution across all twelve (12) departments in Panaga Health Centre listed below. The functionalities should include but not limited to the management and administration of all departments, data migration from the current medical system to the new medical system, interfacing with BSP HR System and BruHims and its maintenance and support in compliance to BSP'S Service Level Agreement and IT requirements.

**PHC Departments:**

- (i) Front Desk Reception (Patient Registration)
- (ii) Outpatient Department
- (iii) Pharmacy Department
- (iv) Clinical Laboratory Department
- (v) Imaging and X-Ray Department
- (vi) Physiotherapy Department
- (vii) Emergency Response Department
- (viii) Billing Section
- (ix) Environment and Public Health Department
- (x) Occupational Health Department
- (xi) Health Promotion and Marketing Department
- (xii) Dental Department

**EOI Questionnaires:**

In relation to expressing your interest, you are to submit proposals as per attached EOI questions. This will assist BSP in making assessment of your competency, capability and capacity (either alone or with technical support) to successfully execute the scope. Kindly respond to the questions attached here in Appendix 2. Failure to complete the EOI questions in full may result in your company not invited to tender.

**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. In summary:

- Eoi is open for **ALL** companies;
- The owner(s) 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: 5 years

### **BSP Vendor Registration System (SMART by GEP)**

- Kindly register your company under IT, System Development, Specialist Services by 13th October 2021
- For non-BSJV registered vendor, please refer to <https://www.bsp.com.bn/main/icv/doing-business-with-bsjv/getting-registered/register-with-bsjv> 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 update your company details online in SMART By GEP
- Acceptance of your company registration shall be the in compliance to our registration checklist and criteria

For any VORS 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 to: [nuurul-h.ismail@bsp-shell.bn](mailto:nuurul-h.ismail@bsp-shell.bn) with the subject header "EOI for Provision of New Medical System in BSP – (Company's Name)". This email shall not be used to submit any submission. Any submission submitted using this email shall be rejected.

Kindly fill in the questionnaire attached herein and indicate your acceptance by ticking (✓) in the respective boxes. All submissions must be submitted via the ICV Portal at: <https://www.bsp.com.bn/main/icv/business-opportunities/expression-of-interest> no later than 13<sup>th</sup> October 2021. Your submission will be disqualified if the instructions are not fulfilled.

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 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**



**NUURUL HAFIZAH HAJI ISMAIL, SCM/711**  
**SCE FOR CORPORATE SERVICES**

**EXPRESSIONS OF INTEREST FOR PROVISION OF NEW MEDICAL SYSTEM IN BRUNEI SHELL PETROLEUM.**

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

Full Name	I/C Number	Bumiputra/Local/ Non-Local <sup>1</sup>

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 'B' provided below)		

A. Kindly provide owner details in the table below:

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

<sup>1</sup> 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 details of other authorised signatories of your company in the table below:

Full Name	I/C Number	Bumiputra/Local/ Non-Local	Position in the Company

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

Full Name	I/C Number	Bumiputra/Local/ Non-Local	Position in the Company

D. Please provide Ex-BSJV details in the table below:

Full Name	I/C Number	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)

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		



شريك ميپت 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

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 \_\_\_\_\_, 2021

Name : \_\_\_\_\_

Position Held : \_\_\_\_\_

Contact No. : \_\_\_\_\_ (O)

: \_\_\_\_\_ (M)

Email : \_\_\_\_\_

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

.....

..... (Registered Address)



شريك ميپت 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

**EXPRESSION OF INTEREST QUESTIONNAIRE FOR PROVISION OF NEW MEDICAL SYSTEM IN BRUNEI SHELL PETROLEUM**

1. When was your business established?

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2. Please provide a brief description of your company profile, e.g. company size, product and/or services and current resources.

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3. What is the capacity and the capability of your current business?

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4. Please share your company core business(es) and organisation structure.

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5. Do you have any experience working with BSP/BSJV before?

If YES, please provide supporting documents.

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6. Please state (if any) the name of contract(s) or scope being awarded or performed in the past 3 years in respect to any related IT or any digitalization solutions. Please provide supporting documents.

Name of Client	Brief Scope of Work	Start and End Date	Contract Duration	Contract Value

7. Please confirm if your company intent to have technical direct support with principle?

If YES, please share copy of the technical support credentials for example: - letter of support, JV agreement etc.

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8. Vendor to indicate if the proposed medical software solution is to be developed or “off the shelf” software as well as high level estimated timeline for such implementation.

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9. Vendor to indicate if the proposed medical software solution is to be implemented on cloud solution or on- premise.

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