



汶莱中华中学

Chung Hwa Middle School

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Ruj. Kami/Our Ref.: RFT/2026/003

Ruj. Tuan/Your Ref.:

INVITATION TO TENDER

THE SUPPLY, DELIVERY, INSTALLATION, CONFIGURATION, TESTING, TRAINING AND COMMISSIONING OF NETWORK AND WI-FI INFRASTRUCTURE UPGRADE 2026, CHUNG HWA MIDDLE SCHOOL, BSB

(SPECIFICATION AS PER ATTACHED)

CLOSING DATE : 20th July 2026 (Monday)
TIME : 10.00AM
PLACE OF SUBMISSION : QUOTATION/TENDER BOX (FIRST FLOOR)
ADMINISTRATION RECEPTION COUNTER
CHUNG HWA MIDDLE SCHOOL, B.S.B.
JALAN BERANGAN, BS8211
BRUNEI DARUSSALAM

Yours sincerely,

MDM. TEO SIEW YING

The Acting Principal



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1. INTRODUCTION

- 1.1 The purpose of this invitation to tender is to invite Tender for “The Supply, Delivery, Installation, Configuration, Testing, Training and Commissioning of Network and Wi-Fi Infrastructure Upgrade 2026 (RFT/2026/003)” for the Chung Hwa Middle School, BSB, Brunei Darussalam (CHMS BSB).
- 1.2 The Tender must be a registered company in Brunei Darussalam with valid Business Certificated of Registration.
- 1.3 Tenderers are required to submit their Company’s Certificated of Incorporation or Firm’s Certificate of Registration as applicable.

2. CONFIDENTIALITY

This Invitation To Tender constitutes confidential and proprietary information of CHMS, BSB and shall not, except with the consent in writing of CHMS BSB, be disclosed in whole or in part to any third party, or to any employees of the Tenderer, other than those who have a need to know such information for the purpose of responding to this Invitation To Tender.

3. INFORMATION DAY

- 3.1 To ensure consistent advice and clarification for all parties, an “Information Day” session will be held on **Wednesday, 24th June 2026, at 10:00 a.m.** The venue will be Conference Room 1, located on the 1st floor of the School Administration Block.
- 3.2 Those potential Tenderers wishing to attend the session must nominate their representative(s) (which shall not exceed (2) two persons).
- 3.3 At the Information Day session, CHMS BSB will endeavour to answer any questions from Tenderers in relation to this Invitation To Tender. If CHMS BSB is unable to provide an answer to a question at the Information Day session, it will endeavour to provide the answer as soon as possible after the Information Day session.

4. COMPLIANCE WITH INSTRUCTIONS

Tenders will be accepted only if submitted according to the instructions contained and in the form(s) prescribed in this Invitation To Tender. Any Tender which attempts to vary the terms of any document is liable to be rejected.

5. SUBMISSION OF TENDER

- 5.1 All Tenders shall be submitted in a form which satisfies the following requirements:
 - 5.1.1 the Tender should be written in English;
 - 5.1.2 each page shall be numbered consecutively;
 - 5.1.3 whenever possible the Tender submitted should not exceed A4 paper size; and
 - 5.1.4 The Tender shall be bound in a form which does not facilitate replacement of pages (i.e. loose leaf binding is not acceptable).



- 5.2 The Tender must include an address where, in the event that any notice request, waiver, consent or approval required to be sent can be directed to.
- 5.3 The Tenderer shall include in its Tender, the Schedules prescribed in **Section 3 – Tender Schedules** duly completed and containing all information and details required by the school as set out in the Notes to the relevant Schedules. The Schedules shall be in the order set out in **Section 3 – Tender Schedules**.
- 5.5 The **PROPOSAL** shall be put into one envelope and be addressed to:

**HEAD OF PROCUREMENT COMMITTEE
CHUNG HWA MIDDLE SCHOOL
BANDAR SERI BEGAWAN
NEGARA BRUNEI DARUSSALAM**

The envelope:

- I. shall **not** bear the name or address of the Tenderer, and
- II. shall **have** on its **top left-hand**:
 - a. the Tender number; **RFT/2026/003**
 - b. and the words
"DO NOT OPEN BEFORE 10.00 AM, on Monday 20th July 2026 as advertised"; and
 - c. the closing date and time of the Tender.
 - d. shall bear the following description of the project, namely:
THE SUPPLY, DELIVERY, INSTALLATION, CONFIGURATION, TESTING, TRAINING AND COMMISSIONING OF NETWORK AND WI-FI INFRASTRUCTURE UPGRADE 2026

- 5.6 For the submitted Tender:
- a. All pages of the Tender must bear the official seal or rubber stamp of the Tenderer and be initialled by the Tenderer's authorised representative.
 - b. All price schedules must be typewritten, bear the official seal or rubber stamp of the Tenderer and signed by a duly authorised agent or officer of the Tenderer.
 - c. All corrections or cancellations will not be accepted unless such corrections or cancellations are initialled by the Tenderer.



- 5.7 In addition to the hard copies required to be submitted, the Tenderer must also submit an electronic copy of its Tender in a **Pen-drive in PDF or MS Word format**.

5.7.1 All documents and materials must be submitted at the same time.

5.7.2 Submission of Tender by facsimile and e-mail are **not** permitted.

6. VALIDITY PERIOD OF TENDER

- 6.1 Each Tenderer shall for each Tender it submits, maintain a Validity Period of **Six (6) months** from the Tender Closing Date. Any Tender expressed to be valid for a shorter period may, in the sole and absolute discretion of CHMS BSB be rejected.
- 6.2 Where CHMS BSB seeks an extension of the Validity Period, a request in writing will be forwarded to the Tenderer. The Tenderer shall be required to respond in writing to extend the Validity Period. Failure to respond will result in the Tender not being considered further.

7. AMENDMENT OR ADDITION TO THE INVITATION TO TENDER

CHMS BSB reserves the right to issue amendments or additions to this Invitation To Tender at any time before the Tender Closing Date. Any such amendment shall be numbered, dated and issued by CHMS BSB. Where the amendment is significant CHMS BSB may at its discretion extend the Tender closing date.

8. TENDER PRICE

- 8.1 The Tenderer shall quote in Brunei Dollars in its Tender the all-inclusive firm prices for the purchase of the equipment's and Services. Please refer to **Section 3 – Tender Schedule No 12 Price Summary** of this Invitation To Tender. The purchase price must include freight and transport charges, insurance, duties, custom and excise, licenses, installation and required materials, manuals and documentation, and associated operating system software.
- 8.2 The quote shall:
- itemise the price of the items at Software Table 4.1 and Hardware Table 5.1, **Section 3 – Tender Schedules** of this Invitation To Tender;

9. SUFFICIENCY OF TENDER PRICE

- 9.1 The Tenderer shall be deemed to have satisfied itself before tendering as to the correctness and sufficiency of its Tender for the purchase of the System and Services, and all matters and things necessary for the proper execution and completion of the supply, delivery, installation, configuration, testing, commissioning, warranty and maintenance of the equipment's including freight and transport charges, insurance, duties, custom and excise, licenses, installation and required materials, manuals and documentation, and associated operating system software.
- 9.2 The Tenderer shall be held to have been thoroughly acquainted by its own independent observations and enquiries as to all matters which can in any way influence its Tender.



- 9.3 The Tender price shall be deemed to have included the delivery and installation of all items to meet the specifications and requirements specified in **Section 2 – CHMS BSB Requirements** and **Section 3 – Tender Schedules** of this Invitation To Tender irrespective of whether such items have been listed or priced in the Tender. No requirements specified in **Section 2 – CHMS BSB Requirements** and **Section 3 – Tender Schedules** shall be excluded unless explicitly stated by the Tenderer.

10. LATE TENDERS

A Tender lodged or received by the CHMS BSB after the Tender Closing Date shall be disqualified.

11. CLARIFICATION OF TENDERS BY CHMS BSB

- 11.1 At any stage during the evaluation phase, CHMS BSB may:
- 11.1.1 request clarification of any Tender in respect of specific issues contained in that Tender; or
 - 11.1.2 call for interviews with Tenderers; or
 - 11.1.3 request Tenderers to provide additional information in writing; or
 - 11.1.4 conduct a site inspection or a presentation of the Tenderer's facilities and equipment to clarify any part of the Tender and to examine the capabilities of such facilities and equipment. The Tenderer shall not unreasonably deny such request.
- 11.2 Where requested to clarify any matter contained in the Tender or to provide additional information, Tenderers shall provide such clarification and/or information in writing at the time and place stipulated by the CHMS BSB. Failure to comply with any such request may result in the Tender being excluded from further consideration.
- 11.3 In the event that any clarification, additional information, presentation or site inspection is requested from a Tenderer by the CHMS BSB, the Tenderer shall provide such clarification, additional information, presentation or site inspection at no cost to the CHMS BSB whatsoever.

12. CONDUCT OF TENDERER

- 12.1 Any Tenderer who attempts or is found to have offered a bribe, gratuity, bonus, discount or any sort of enticement to any employee of the CHMS BSB shall have their Tender rejected by the CHMS BSB.

13. INVALID TENDERS

- 13.1 Incomplete Tender submissions and/or Tender submissions received after the Tender Closing Date shall be invalid.

14. ACCEPTANCE OF TENDER

- 14.1 CHMS BSB reserves the right not to accept the lowest priced or incomplete Tender or any Tender, and shall not be bound to assign any reason therefor.



- 14.2 The final decision to appoint a Tenderer or not will rest with the CHMS BSB in its sole and absolute discretion.
- 14.3 A Letter of Acceptance of the Tenderer's Tender will be sent to the successful Tenderer's address as given in his Tender Proposal and shall be deemed to be received in due course by post.
- 14.4 When accepting the Tender, the CHMS BSB may **accept the whole or any part(s) of the Tender**, and the prices shall be adjusted in accordance with the schedule of prices set out in the Tender.

15. PRICES AND CHARGES

- 15.1 The prices must be stated clearly indicating the cost of the goods and/or services.
- 15.2 Both one-time and recurrent costs must be clearly stated.
- 15.3 All mandatory requirements must be quoted.

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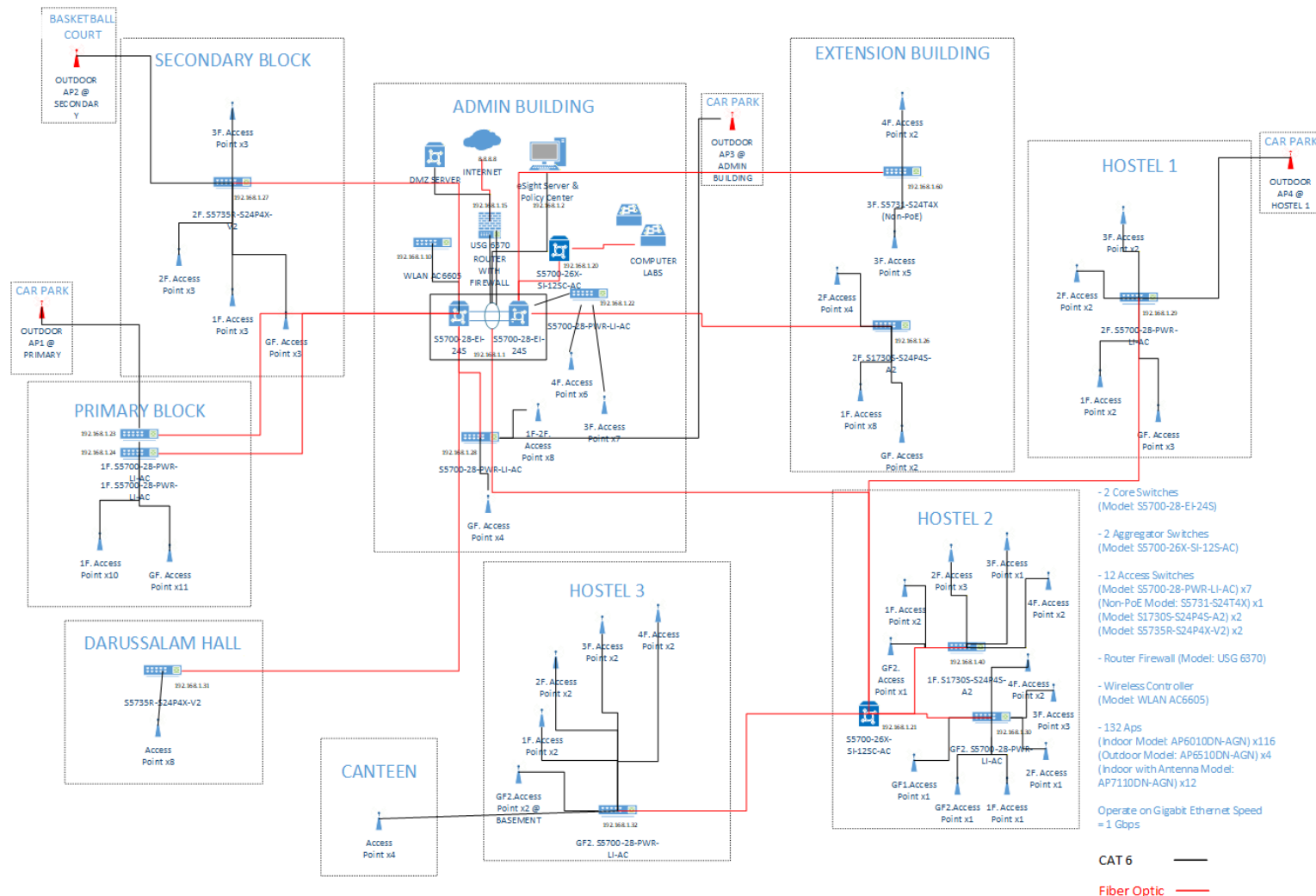


1. KEY REQUIREMENTS

- 1.1. Centralized network management platform and Wi-Fi user access management platform (cloud or on-premises) for monitoring, administration, authentication, and user account management.
- 1.2. All key equipment/devices should have indication of manufacturer support lifecycle and End-of-Life (EOL) information.
- 1.3. Vendor may propose alternative or equivalent solutions where appropriate, provided the proposed solution meets the future scalability requirements, including support for upcoming phase IP CCTV deployment, future digital learning initiatives, and long-term infrastructure expansion.
- 1.4. Vendor to provide:
 - Supply, installation, configuration, testing, and commissioning of all equipment and systems
 - Implementation of VLAN-based network segmentation with appropriate access control policies
 - Minimum 5 years firewall software licensing for IPS, threat protection, web filtering, and security signature updates
 - Supply and deployment of 12-core OM4 multimode fiber optic backbone infrastructure
 - Deployment of enterprise-grade rack mount UPS for critical infrastructure protection
 - Detailed documentation of the network diagrams, system setup and configurations, and maintenance guidelines
 - Hands-on training for IT team on system operation, network management, and basic troubleshooting
- 1.5. Professional Training with international certification such as CCNA, HCNA/HCCDA, HCCNE or equivalent (Required)
 - Network fundamentals and administration
 - VLAN and network segmentation
 - Network security and best practices
- 1.6. Minimum 1-year on-site warranty and support with physical presence during and after installation
- 1.7. Compliance with relevant industry and safety standards

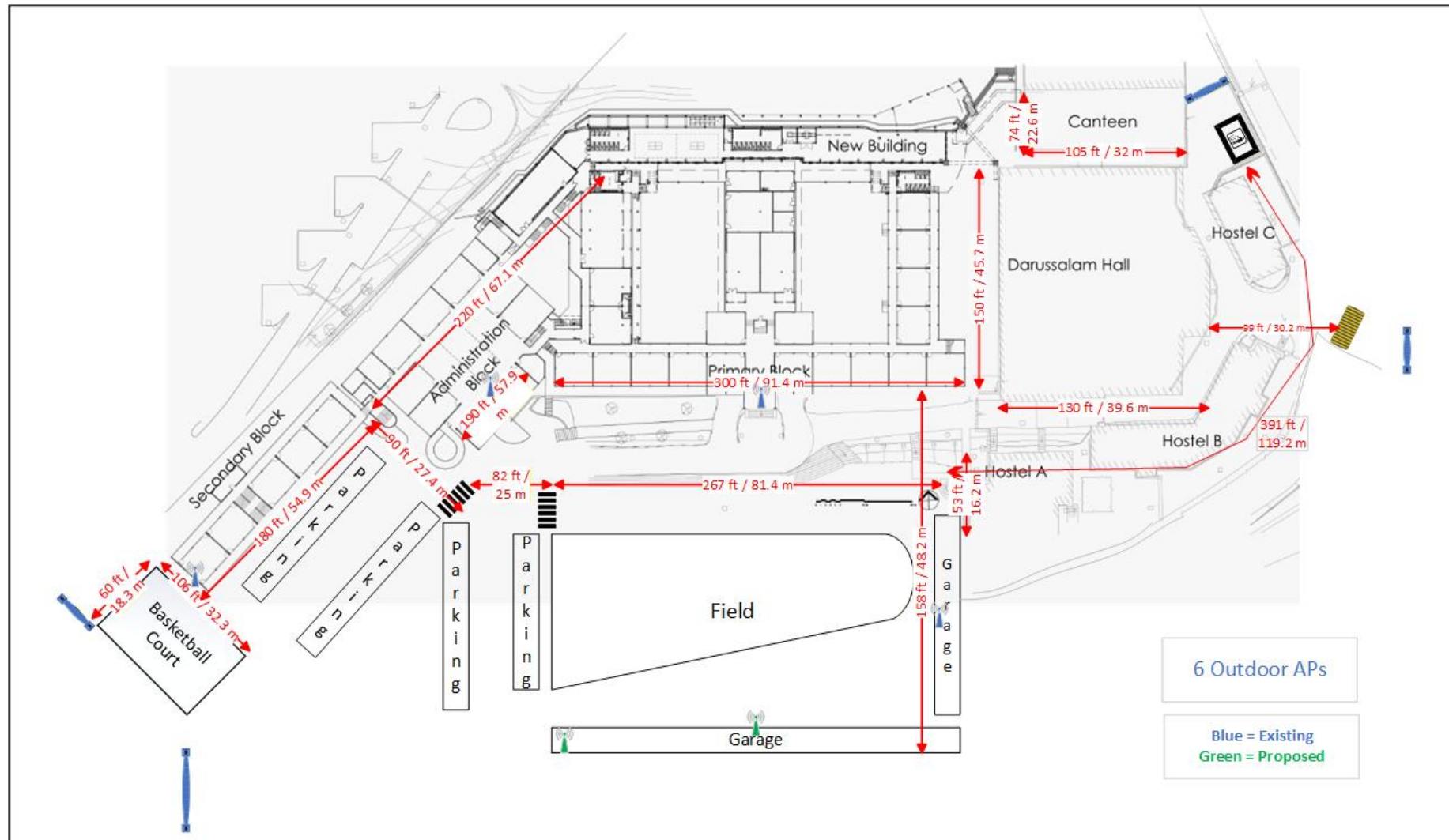


1.1 Existing School Network Infrastructure Architecture Diagram





1.2 Top view of School Compound





2. GENERAL TECHNICAL INFORMATION

2.1 Existing Fiber Backbone and Transceiver

***Note: The proposed fiber backbone configuration will mirror the existing setup, with an upgrade to 10G capability.

2.1.1 Fiber backbone connections to Admin Building, Server Room Core Switches

No.	Location	Redundant Fiber Links
1.	Admin Building, Server Room (Aggregator Switch 1)	2
2.	Kindergarten	2
3.	Primary Building, Counselor Office for Upstairs (Access Switch)	2
4.	Primary Building, Counselor Office for Downstairs (Access Switch)	2
5.	Secondary Building (Access Switch)	2
6.	Extended Building, Library (Access Switch)	2
7.	Extended Building, Science Technician Office (Access Switch)	2
8.	Darussalam Hall (Access Switch)	2
9.	Hostel 2, PE Room (Aggregator Switch 2)	2
Total Fiber Links to Core Switches:		18

2.1.2 Fiber backbone connections to Hostel 2, PE Room Aggregator Switch 2

No.	Location	Redundant Fiber Links
1.	Hostel 1 (Access Switch)	2
2.	Hostel 2, Room 1C (Access Switch)	2
3.	Hostel 3 (Access Switch)	2
Total Fiber Links to Aggregator Switch 2:		6

2.1.3 Total Fiber Backbone Links

No.	Location	Quantity
1.	Fiber Links to Core Switches at Admin Building, Server Room	18
2.	Fiber Links to Aggregator Switch 2 at Hostel 2, PE Room	6
Total Active Fiber Links:		24



2.1.4 Total Transceivers in use

No.	Location	Quantity
1.	Active Fiber Links	24
2.	Transceivers per link (Each fiber link requires 1 transceiver at each end, hence 2 transceivers per link)	2
	Total Existing 1G SFP Transceivers in use:	48
	Total Proposed 10G SFP+ Transceiver requirements:	70

2.2 Existing Equipment Setup and Quantities

2.2.1 Core Switches, Firewall, Wireless Controller and Aggregator Switch

No.	Location	Core Switch	Firewall	Wireless Controller	Aggregator Switch
1.	Admin Building, Server Room	2	1	1	1
2.	Hostel 2, PE Room	0	0	0	1
	Total:	2	1	1	2

2.2.2 Access Switch

No.	Location	48-Port	24-Port	Purpose
1.	Admin Building, Server Room	2	1	APs, Admin Computers
2.	Kindergarten	0	1	APs
3.	Primary Building, Counselor Office for Upstairs	0	1	APs
4.	Primary Building, Counselor Office for Downstairs	0	1	APs
5.	Secondary Building	0	1	APs
6.	Extended Building, Library	0	1	APs, Admin Computers, Library Cyber Computers
7.	Extended Building, Science Technician Office	0	1	APs
8.	Darussalam Hall	0	1	APs
9.	Hostel 1	0	1	APs
10.	Hostel 2, PE Room	0	1	APs
11.	Hostel 2, Room 1C	0	1	APs
12.	Hostel 3	0	1	APs



No.	Location	48-Port	24-Port	Purpose
	Total:	2	12	

2.2.3 Wireless Access Point (AP)

No.	Location	Indoor Mid-Density AP	Indoor High-Density AP	Outdoor AP
1.	Admin Building	25	0	1
2.	Primary Building	21	0	1
3.	Secondary Building	12	0	1
4.	Extended Building	21	0	0
5.	Darussalam Hall Building	0	8	0
6.	Hostel 1 Building	9	0	1
7.	Hostel 2 Building	18	0	0
8.	Hostel 3 Building	10	0	0
9.	School Canteen (Connected from access switch at Hostel 3)	0	4	0
	Total:	116	12	4

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2.3 Proposed New Equipment Setup and Quantities

*** (The equipment quantities listed below are preliminary and subject to change. They are provided as estimates for tender reference only. Final quantities will be confirmed following the vendor's detailed site survey and verification.)

2.3.1 Core Switches, Firewall, Wireless Controller, Aggregator Switch

No.	Location	Core Switch	Firewall	Wireless Controller	Aggregator Switch
1.	Admin Building, Server Room	2	2	1	1
2.	Hostel 2, PE Room	0	0	0	1
	Total:	2	2	1	2

2.3.2 Access Switch

No.	Location	48-Port	24-Port	Purpose
1.	Admin Building, Server Room	3	0	APs, Admin Computers, IP CCTV, PA systems
2.	Kindergarten	1	1	APs, IP CCTV, PA systems
3.	Primary Building, Counselor Office for Upstairs	1	1	APs, IP CCTV, PA systems
4.	Primary Building, Counselor Office for Downstairs	1	1	APs, IP CCTV, PA systems
5.	Secondary Building	2	0	APs, IP CCTV, PA systems
6.	Extended Building, Library	1	0	APs, IP CCTV, Admin Computers, and Cyber Computers at Library
7.	Extended Building, Science Technician Office	2	0	APs, IP CCTV, PA systems
8.	Darussalam Hall	0	1	APs, IP CCTV
9.	Hostel 1	0	1	APs, IP CCTV
10.	Hostel 2, PE Room	0	1	APs, IP CCTV
11.	Hostel 2, Room 1C	0	1	APs
12.	Hostel 3	1	0	APs, IP CCTV
	Total:	12	7	



2.3.3 Wireless Access Point (AP)

No.	Location	Indoor Mid-Density AP	Indoor High-Density AP	Outdoor AP
1.	Admin Building	25	0	1
2.	Primary Building	21	0	1
3.	Secondary Building	12	0	1
4.	Extended Building	21	0	0
5.	Darussalam Hall Building	0	8	0
6.	Hostel 1 Building	9	0	3
7.	Hostel 2 Building	18	0	0
8.	Hostel 3 Building	10	0	0
9.	School Canteen (Connected from access switch at Hostel 3)	0	4	0
	Total:	116	12	6

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3. HARDWARE REQUIREMENT

No.	Equipment Type	General Technical Specification
1.	Firewall (Next-Gen)	• 2*GE RJ45 + 8*GE COMBO + 2*10GE (SFP+), 2.5 Gbps throughput • Features: IDS/IPS, Anti-malware, Web filtering, Application control • VPN (IPSec & SSL VPN) support • High availability (Active/Standby) • Support for over 2000 users/devices • Centralized logging, monitoring, reporting, and management • Include required firewall software licensing • Support regular security signature and threat intelligence updates
2.	WLAN Controller	• 10 x GE + 2 x 10 GE SFP+ • Centralized management for ≥ 150 APs • Seamless roaming (L2/L3) • Load balancing & RF optimization • Authentication (RADIUS / portal) • Real-time monitoring and analytics
3.	Core Switches	• 24 $\times$ 10M/100M/1000M Base-T Ethernet ports, + 16 x 10GE SFP+ ports, + 8 x 25GE SFP28 ports, + 2 x 40GE/100GE QSFP28 ports • Layer 3 switching (routing capability) • 10Gb SFP+ uplinks (school backbone) • High switching capacity, low latency • Redundancy (stacking / virtualization) • VLAN, ACL, QoS, static/dynamic routing
4.	Aggregation Switches	• 24 $\times$ 10M/100M/1000M Base-T Ethernet ports,+ 16 x 10GE SFP+ ports, + 8 x 25GE SFP28 ports, + 2 x 40GE/100GE QSFP28 ports • Layer 3 or advanced Layer 2+ • Multiple 10Gbps uplinks to core • Link aggregation (LACP) • High port density for building distribution • VLAN segmentation and traffic control
5.	Access Switches	• 24/48 x 10/100/1000Base-T ports, + 4 x 10 GE SFP+ ports • PoE+ / PoE++ support for APs + future IP CCTV expansion • Adequate PoE power budget per switch • VLAN, port security, QoS • Centralized/remote management
6.	Fiber Transceivers	• 10 Gbps SFP+ modules • Support required distances as per school layout • Compatible and vendor-certified
7.	Indoor Wi-Fi AP (Mid-Density for Classrooms, Library and Hostels)	• 2.4 GHz: 2x2, 5 GHz: 4x4 • Wi-Fi 7 standard • Dual/tri-band, Suitable for standard classroom density • Seamless roaming • PoE-powered • Controller-managed



No.	Equipment Type	General Technical Specification
8.	Indoor Wi-Fi AP (High-Density Indoor Access Point for Darussalam Hall and Canteen)	• 2.4 GHz: 4x4:4, 5 GHz: 4x4:4 • Wi-Fi 7 standard with high user capacity • Optimized for dense environment • Load balancing and interference management • Controller-managed
9.	Outdoor Wi-Fi AP (Access Point)	• 2.4 GHz: 2x2:2, 5 GHz: 4x4:4 • Wi-Fi 7 standard • Weatherproof (IP-rated) • Wide-area coverage • Stable outdoor performance • PoE-powered • Controller-managed
10.	UPS for Server Room	• Rack mount form factor suitable for server rack installation • Minimum 3 kVA capacity • Support automatic voltage regulation (AVR) • Surge protection and power conditioning • Minimum backup time: 15-30 minutes for critical equipment • Hot-swappable battery support preferred • Compatible with critical network equipment including firewall, core switch, aggregation switch, and AP controller
11.	UPS for Hostel 2 Building	• Rack mount form factor suitable for server rack installation • Minimum 2 kVA capacity • Support automatic voltage regulation (AVR) • Surge protection and power conditioning • Minimum backup time: 15-30 minutes for critical equipment • Hot-swappable battery support preferred • Compatible with critical network equipment including aggregation switch
12.	OM4 Multimode Fiber Optic Cabling System (Fiber Backbone)	• 12-core OM4 multimode fiber backbone infrastructure • Support 10Gbps backbone deployment • Suitable for inter-building backbone connectivity and future expansion

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SECTION 3 - TENDER SCHEDULES

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SCHEDULE 1 – TENDERER COMPANY’S BACKGROUND

1. Tenderer Background
 - 1.1 Tenderers shall provide a comprehensive company profile, including details of company strengths, organizational structure, and management background.
 - 1.2 A copy of the Company Registration Certificate and Form X shall be attached/submitted.
 - 1.3 Tenderer shall provide a supporting letter from the Manufacturer/Principal.

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SCHEDULE 2 – COMPANY’S TRACK RECORD

2 Project Management Experiences

- 2.1 Tenderer shall complete Table 2, with details of relevant projects and related services for the past 3 years.

Table 2 Project Experiences

Name and Address of Customer	Name of project and Brief Description	Location where & when project was implemented	Duration of the Project	Value of the Project

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SCHEDULE 3 – TENDERER EMPLOYEES AND THEIR DUTIES

3 Project Role and Staffing Arrangement

3.1 Tenderer shall provide, in **Table 3.1**, the following information in respect of each of their project staff designated:-

- a. Name;
- b. Brunei IC
- c. Proposed role in this project;

Table 3.1 Project Role and Staffing Arrangement

Name	IC / Passport No.	Proposed Project Role	Year in the IT Industries

3.2 Tenderer shall provide, in **Table 3.2**, the following information in respect of the proposed Team Leader/Focal Person and attached his/her Curriculum Vitae:-

Table 3.2 List of projects that the proposed Team Lead/Main Focal Person has engaged in

Name of Proposed Project Lead	Name and Address of Client	Brief Project Description	No. of Users	Time Engaged in the Project

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SCHEDULE 4 – SOFTWARE

4 Relevant Software

4.1 Tenderers shall propose and provide detailed information on all necessary and relevant software items required to support the infrastructure. The details of the proposed software shall include, at minimum, the product description, version number, and other pertinent specifications.

4.2 Where applicable, Tenderers shall:

- Enter 'N/C' (i.e. no charge);
- Enter annual license fees (Three Years);
- Enter annual support/maintenance charges (Three Years);
- Attach to **Table 4.1** a sample of each license agreement available for each software item.

Table 4.1 Relevant Software

Item No	Product/Version No	Description	Manufacturer	Qty	Year 1		Year 2		Year 3		Total
					License Fee	Support Charge	License Fee	Support Charge	License Fee	Support Charge	
Sub-total:											
Total:											

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**SCHEDULE 5 – HARDWARE****5. Contractor Provided Hardware**

- 5.1 Tenderers shall list in **Table 5.1** all hardware items required in the tender specification or equivalent.
- 5.2 Where applicable, Tenderers shall:
- Enter 'N/C' (i.e. no charge);
 - Enter annual support/maintenance charges (Three Years);

Table 5.1 Hardware

Item No	Manufacturer	Model / Part No	Software Reference to Table 4.1	Description	Qty	Year 1		Year 2		Year 3		Total
						Purchase Price	Support Charge	Purchase Price	Support Charge	Purchase Price	Support Charge	
					Total:							

Notes:

Tenderers shall list all utilities and other software to be installed on the proposed hardware facilities items in Schedule 4 – “Software”

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SCHEDULE 6 – TECHNICAL PROPOSAL

- 6 With reference to the design provided in **Section 2** of this tender document, Tenderers may submit a counter-proposal offering an improved infrastructure solution under this schedule.

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SCHEDULE 7 – IMPLEMENTATION PLAN

7. To accommodate the school environment and minimize disruption to class time, the school will provide a recommended implementation and installation timeline during the tender Information day.

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SCHEDULE 8 – ACCEPTANCE TESTS

8. Tenderers shall state in this Schedule the acceptance tests approach and the test tools (if any) for conducting the Acceptance Tests.

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SCHEDULE 9 – DOCUMENTATION AND DELIVERABLES

9. General

Tenderers shall propose a complete list of documentation that will be provided, including all the mandatory documents specified in the tender.

9.1 Software

Tenderers shall propose all necessary documentation for the relevant Software as proposed in **Schedule 4 Software**.

Table 9.1 Software Documentation

Ref. No.	Description	No. of Copies	
		Softcopy (Pls specify medium)	Hardcopy

9.2 Hardware

Tenderers shall propose all necessary documentation for all Hardware as specified in **Schedule 5 Hardware**.

Table 9.2 Hardware Documentation

Ref. No.	Description	No. of Copies	
		Softcopy (Pls specify medium)	Hardcopy

9.3 Maintenance and Support Services

Tenderers shall propose all relevant documentation for the provision of Maintenance and Support Services as Project Deliverables.

Table 9.2 Maintenance and Support Services Documentation

Ref. No.	Description	No. of Copies	
		Softcopy (Pls specify medium)	Hardcopy



SCHEDULE 10 – TRAINING PLAN

10.1 Training Plan and Approach

Tenderers shall describe the request training course as specified in the tender document. These shall include the following:

- a. Detailed of the course, for example:
 - Types of learning modes (e.g. classroom, hands-on assisted training)
 - Types of delivery aids (e.g. presentation slides)
 - Types of course materials
 - Course Contents

10.2 Training Resources

Tenderers shall describe in this Schedule their training resources and facilities.

10.3 Training Courses to be provided by Contractor

10.3.1 Tenderers shall propose in this Schedule the course to be provided and conducted by the Tenderer, as specified in tender document.

10.3.2 Tenderers shall complete Table 10.1 using the following guidelines:

Column Heading	Descriptions
Course Contents	The topics/sub-topic to be covered during the course
Format	Classroom and hands on (please specify).
Number of Sessions per Course	The number of sessions that trainees need to attend in order to complete the course.
Total Duration (Hours) per Course	Total number of hours that trainees need to attend in order to complete the course.
Size per Class	Number of trainees per class.
Scheduled Date(s) for each Class	The proposed date(s) for trainees to attend the sessions.
Venue	Venue to be provided by the Contractor, or third-party training center. Please provide details if the venue is to be provided by Contractor or by third-party training center.

**Table 10.1 Training Plan and Details**

Course Title	Format	Number of Sessions per Course	Total Duration (Hours) per Course	Proposed Number of Classes	Size per Class	Venue

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**SCHEDULE 11 – STATEMENT OF COMPLIANCE**

- 11.1 Tenderers shall demonstrate their compliance by providing a compliance table in **Table 11.1**, with a clause-by-clause statement corresponding to all clauses in the tender document **Section 1 – Introduction** and **Section 2 - Requirement**.
- 11.2 Any proposal submitted without the required compliance table will be deemed incomplete and shall be disqualified.

Table 11.1 Statement of Compliance

Section	Compliance ¹ (Yes or No)	Remarks ²

Note:

1. Please put “Yes” if complied, “No” if not complied.
2. Where appropriate, Tenderers shall specify how the requirement will be met in the remarks column.

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SCHEDULE 12 – PRICE SUMMARY

- 12.1 Tenderers shall provide a consolidated summary of the aggregate price covering non-recurrent costs, annual recurrent costs, and any other relevant pricing information in **Table 12.1**. Tenderers must ensure accuracy and consistency with the items proposed in this tender. This schedule must be completed in full, and the prices shall align with those listed in the subsequent schedules. In the event of any discrepancy, this written schedule shall take precedence.

The charges presented in **Table 12.1** will be used for the purpose of total price assessment for this project.

- 12.2 Tenderers shall:

- a. Enter 'N/C' (i.e. no charge) where applicable.

Table 12.1 Total Charges

Descriptions	Year 1	Year 2	Year 3	Total	Schedule Reference
Software					Schedule 4
Hardware					Schedule 5
TOTAL					

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SCHEDULE 13 – TERMS OF PAYMENT

13. Payment Schedule

- 13.1 Tenderers are required to propose payment milestones in alignment with the implementation plan.

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