



汶萊中華中學

Chung Hwa Middle School

No.1, Jalan Berangan, Bandar Seri Begawan, BS8211, Negara Brunei Darussalam.

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Ruj. Kami/Our Ref.:

RFT/2026/006

Ruj. Tuan/Your Ref.:

INVITATION TO TENDER

THE SUPPLY, DELIVERY, INSTALLATION, CONFIGURATION, TESTING, TRAINING AND COMMISSIONING OF SCHOOL CCTV SYSTEM FOR CHUNG HWA MIDDLE SCHOOL, BSB

(SPECIFICATION AS PER ATTACHED)

CLOSING DATE : **2nd November 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,

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 School CCTV System (RFT/2026/006)” 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 Friday, 23rd October 2026, at 9:00 a.m. The venue will be BOD Conference Room, located on the 3rd floor of the School Extended Block. (All participants to be meet up at School Library).
- 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. (Site visit will be conducted at the same time after the briefing.)

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 **STRICTLY** 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**.
- 5.4 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/2026/006**
 - b. and the words
"DO NOT OPEN BEFORE 10.00 AM, on Monday 2nd November 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 SCHOOL CCTV SYSTEM
FOR
CHUNG HWA MIDDLE SCHOOL, BSB**

- 5.5 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.



- 5.6 Tenderer are to submit the technical and price information in **two (2)** separate envelopes. The price envelope will only be opened after the whole technical evaluation is completed.
- 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** for both the proposal for the solutions (Technical) and the price (Commercial). The electronic copies of the proposals for the solution and the price must be included in the respective envelopes when submitting the Tender. **(The Pen-drive will not be return)**

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

5.8.2 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(a) and Hardware Table 5.1(a), **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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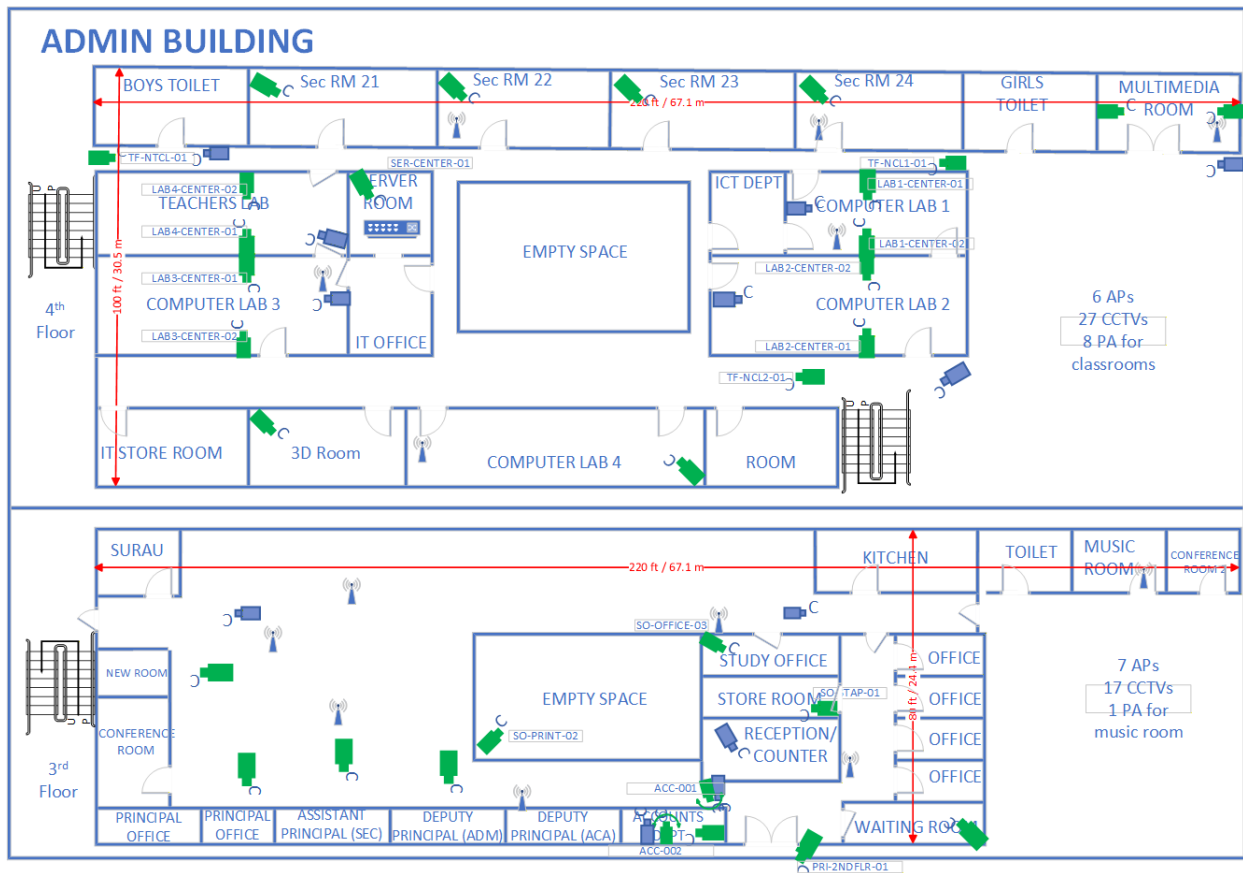
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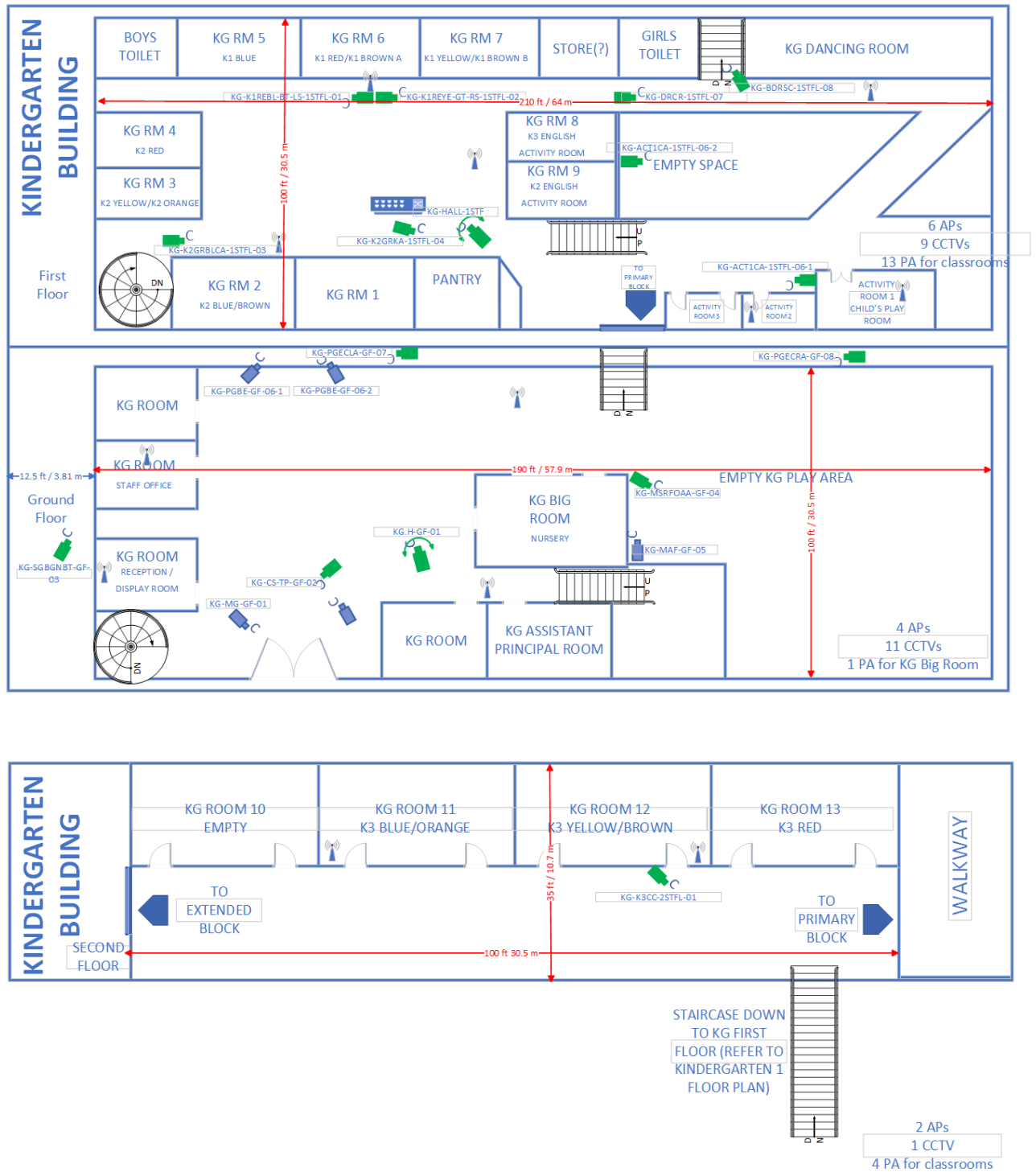
School Floor Plan Layout with existing and proposed equipment

Key: Blue = Existing, Green = Proposed

Admin Building Block

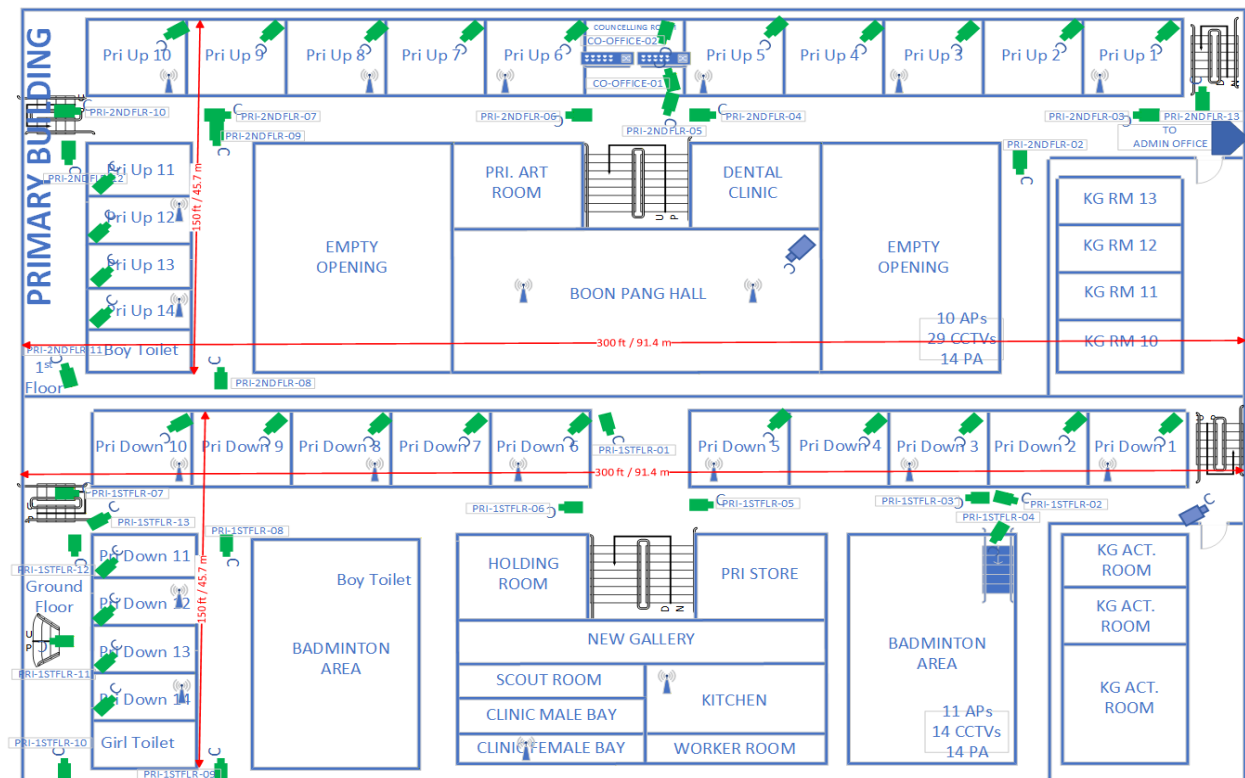


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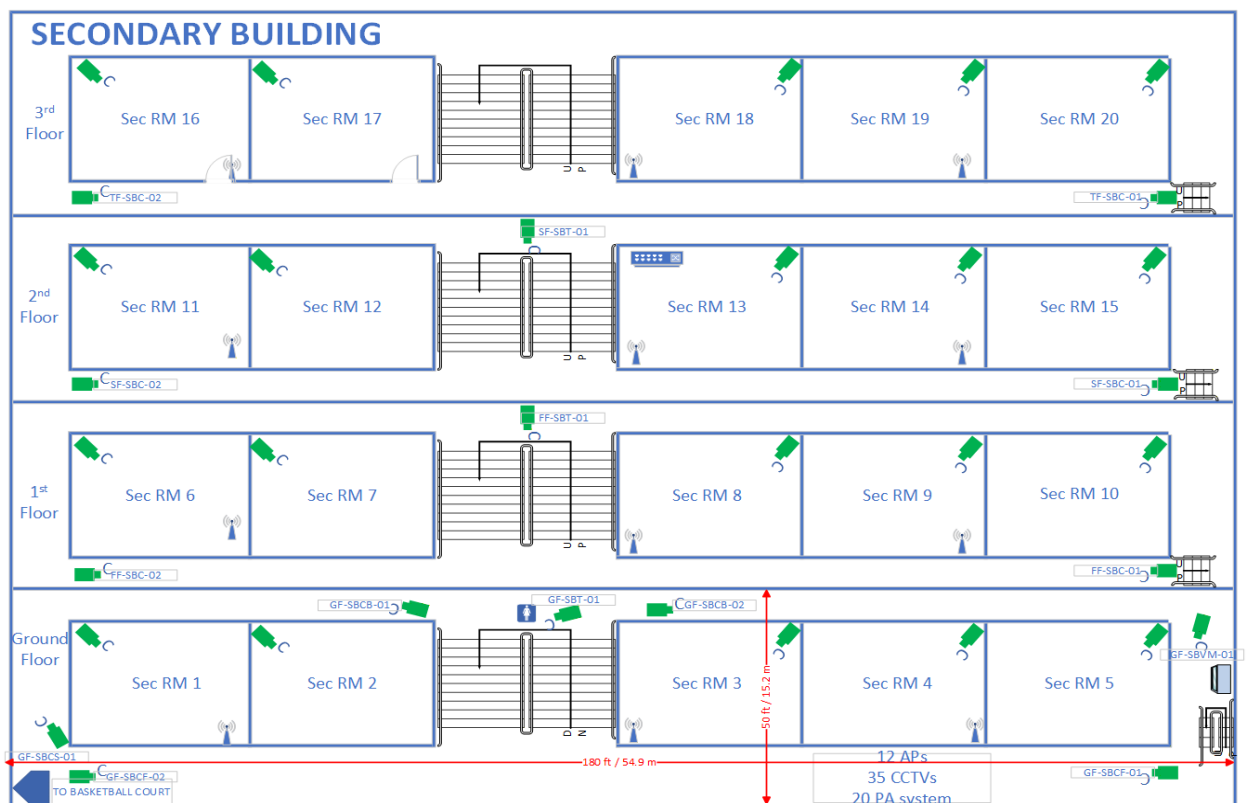




Primary Building Block

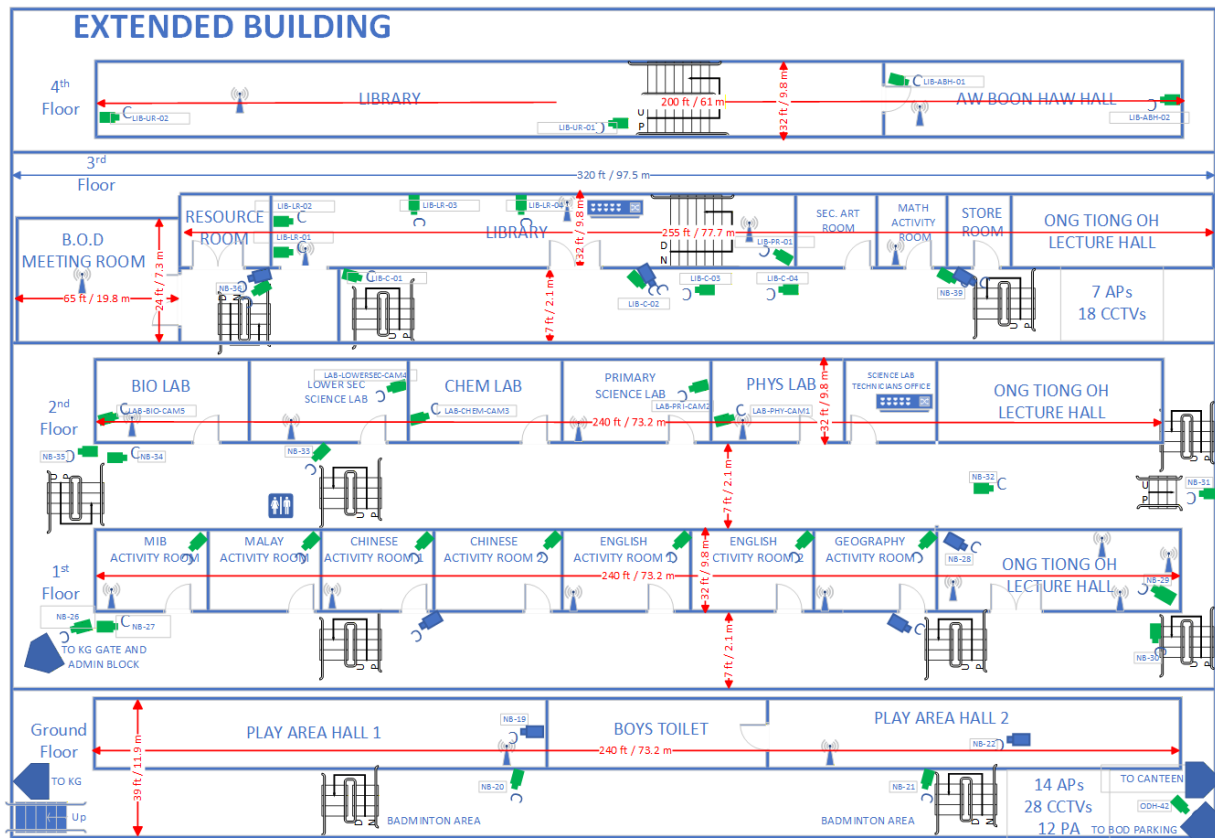


Secondary Building Block

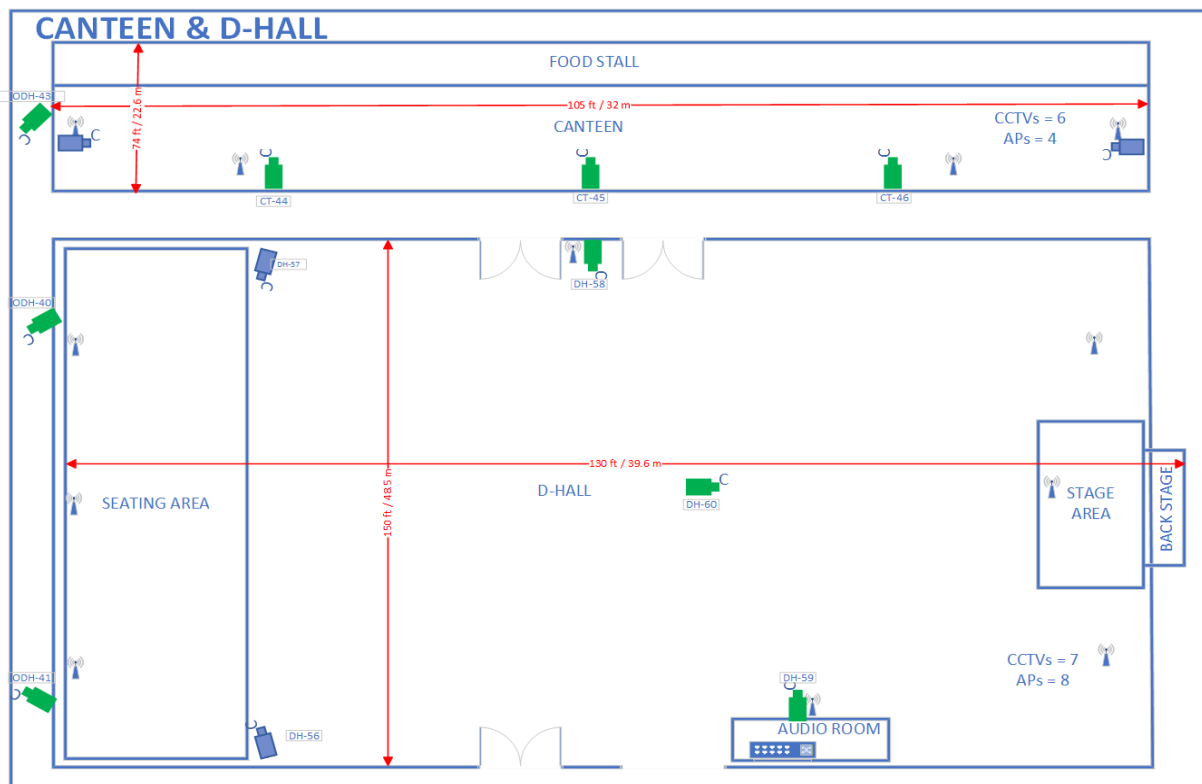




Extended Building Block

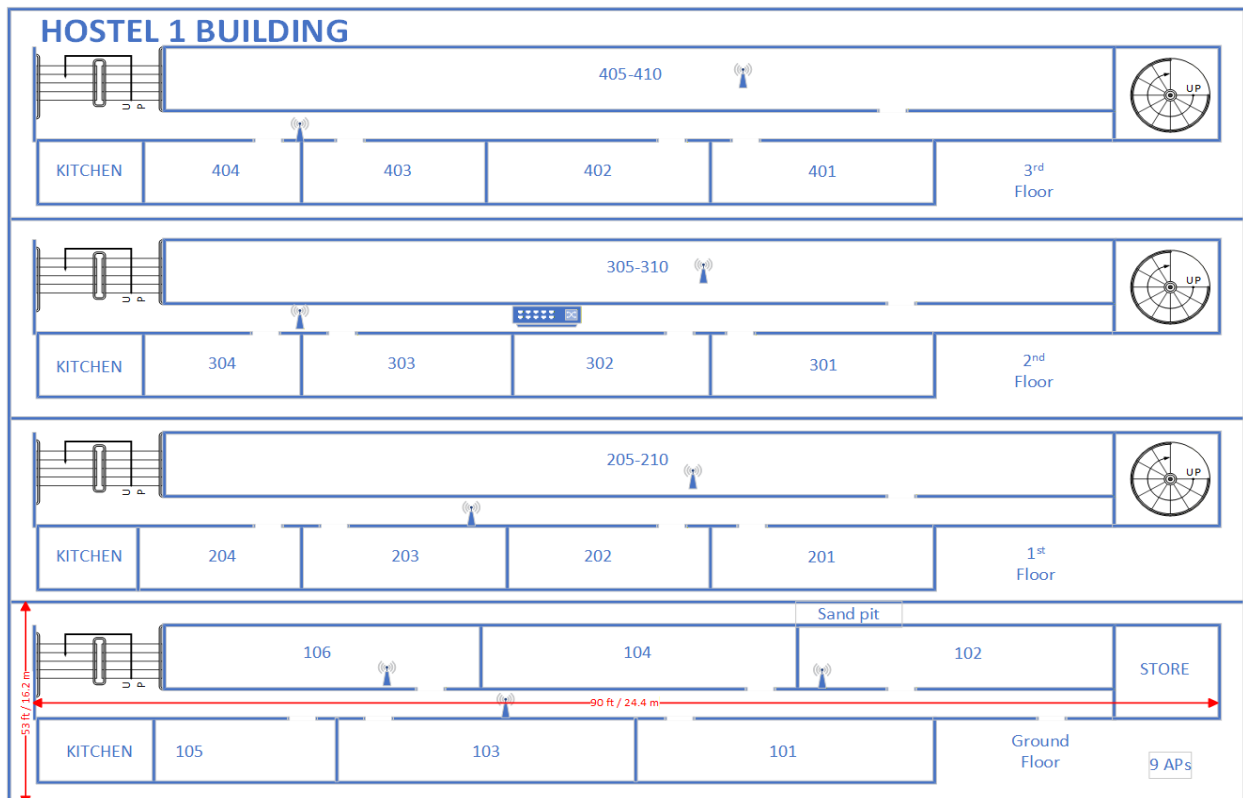


Darussalam Hall and Canteen

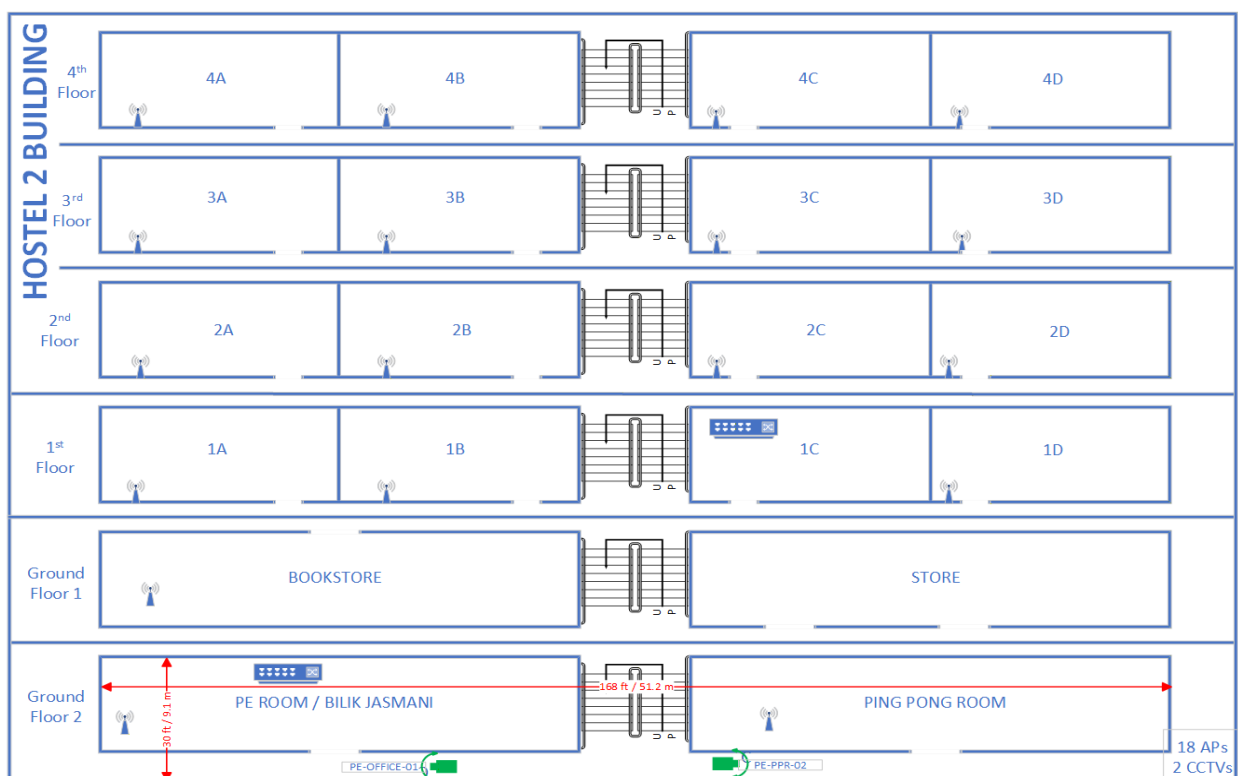




Hostel 1 Building

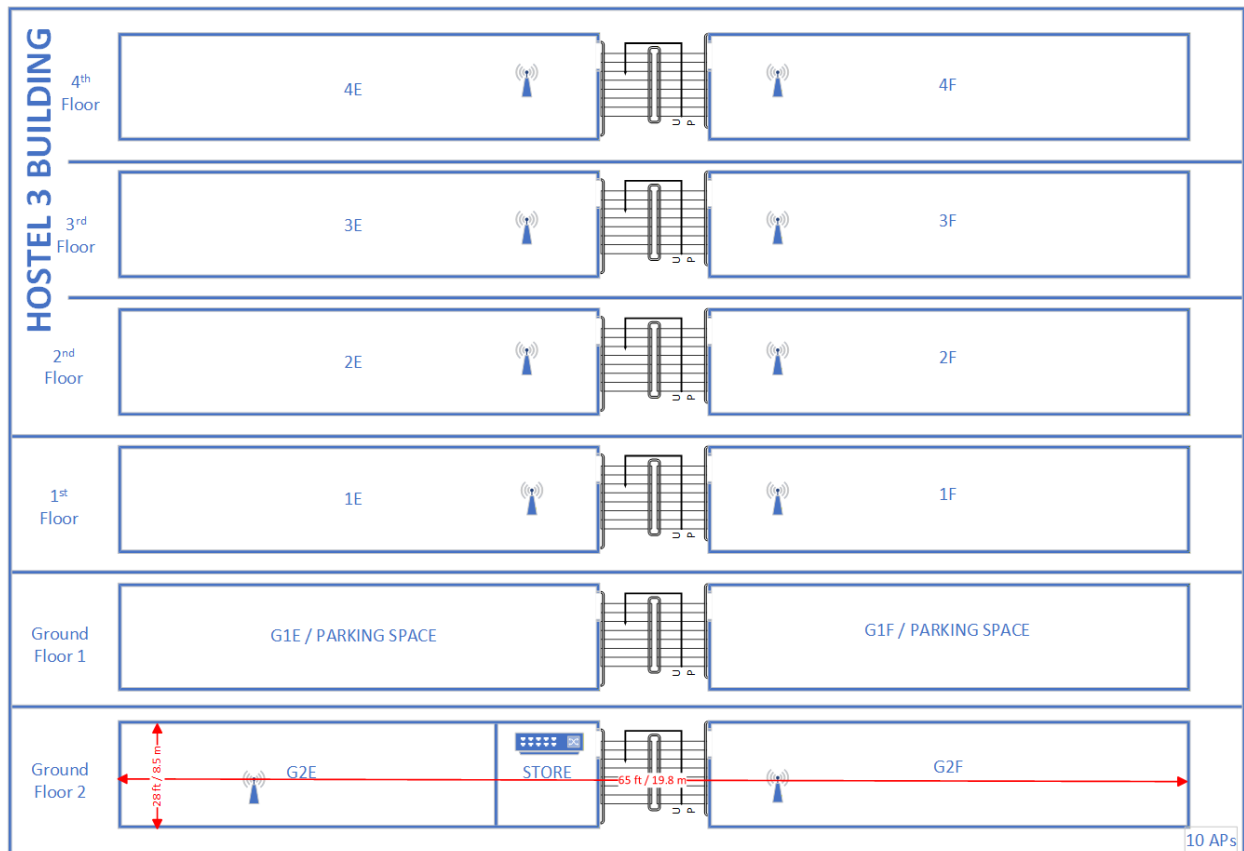


Hostel 2 Building

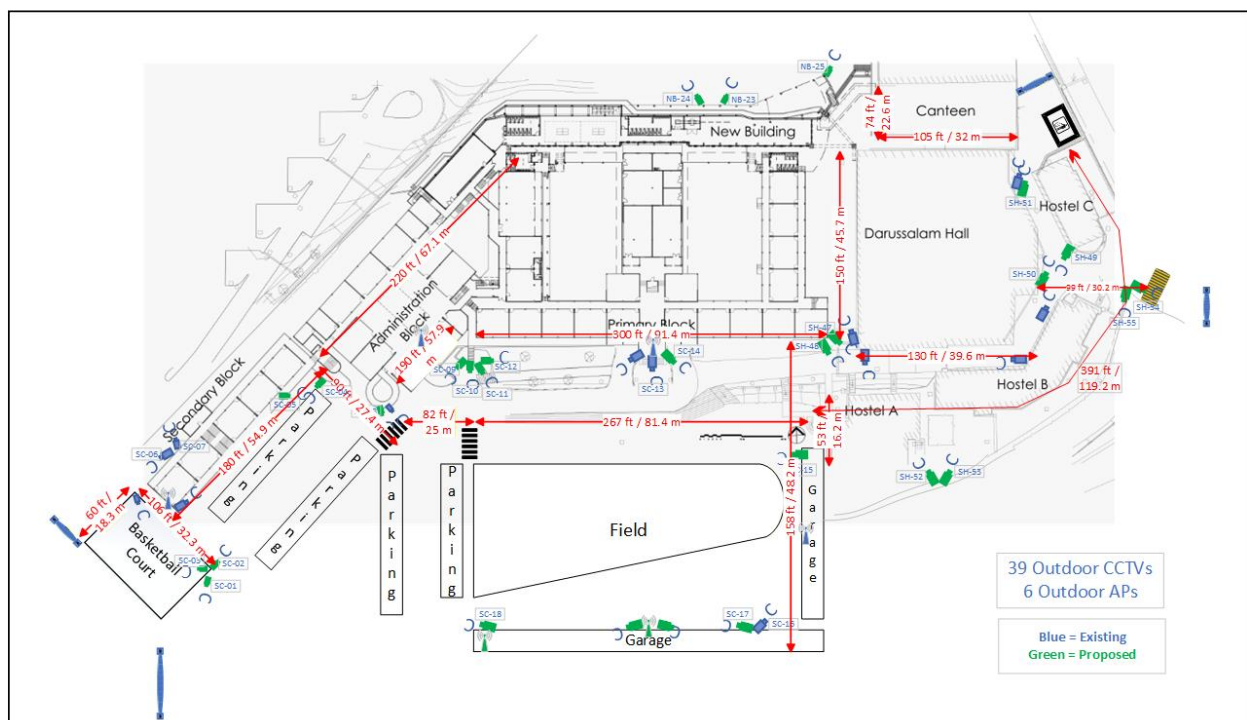




Hostel 3 Building



Top View for the Outdoor School Compound





Existing Equipment Setup

***The school currently operates a mixture of analog (DVR-based) and network/IP (NVR-based) CCTV cameras. There is no formal as-built documentation of existing camera locations, models, or specifications. The information provided in this section has been compiled from physical inspection and may not be fully accurate or complete. Vendors/tenderers should treat this as indicative reference only.

No.	Location	Indoor Fixed Camera	Outdoor Fixed Camera
1	Admin Building	9	1
2	Kindergarten (Under Admin Building)	8	0
3	Primary Building	3	3
4	Secondary Building	0	4
5	Extended Building (Library & Science Office)	5	0
6	Darussalam Hall	2	3
7	Hostel 1	0	1
8	Hostel 2	0	2
9	Hostel 3	0	0
10	School Canteen	2	0
Total:		29	14

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**Existing DVR / NVR Camera Inventory**

The listing below records, camera by camera, what is currently connected to each of the school's recording devices, as identified by IT Department during physical inspection. This is provided for the vendor/tenderer's additional reference alongside the summary table above; the same caveat on accuracy applies.

DVR 1 - 12 units CCTV

No.	Camera Location Description	Location	Type	Remarks
1	Facing water tank	Secondary Block	Outdoor	
2	Facing Darussalam Hall & classroom	Darussalam Hall	Outdoor	
3	Staircase to Admin Office	Primary Block	Indoor	
4	Indoor Basketball Court	Darussalam Hall	Indoor	
5	Facing rubbish house & Hostel 3	Darussalam Hall	Outdoor	
6	Boys toilet	Darussalam Hall	Indoor	
7	Long benches (near Radisson Hotel)	Secondary Block	Outdoor	
8	Drop-off area	Secondary Block	Outdoor	
9	Bridge to Hostel 1	Primary Block	Outdoor	
10	Outdoor Basketball Court	Secondary Block	Outdoor	
11	Girls toilet	Extended Block	Indoor	
12	Facing clinic	Extended Block	Indoor	

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**DVR 2 - 11 units CCTV**

No.	Camera Location Description	Location	Type	Remarks
1	Corridor to office kitchen	Admin Building	Indoor	
2	Admin Office to Secondary Block	Admin Building	Indoor	
3	Reception counter	Admin Building	Indoor	
4	Facing Accounts Department	Admin Building	Indoor	
5	IT Office (near boys toilet)	Admin Building	Indoor	
6	MIB Activity room (near girls toilet)	Extended Building	Indoor	
7	Inside Boon Pang Hall	Primary Block	Indoor	
8	Inside Lecture Hall	Extended Building	Indoor	
9	Outside Lecture Hall (boys toilet)	Extended Building	Indoor	
10	Near D stall	Canteen	Indoor	
11	Near A stall	Canteen	Indoor	

DVR 3 - 4 units CCTV

No.	Camera Location Description	Location	Type	Remarks
1	ICT Lab 1	Admin Building	Indoor	
2	ICT Lab 3	Admin Building	Indoor	
3	Teacher's Lab	Admin Building	Indoor	
4	ICT Lab 2	Admin Building	Indoor	

NVR - 8 units IP CCTV

No.	Camera Location Description	Location	Type	Remarks
1	Bell	Primary Block	Outdoor	CCTV faulty
2	Back gate area	Darussalam Hall	Outdoor	
3	Facing carpark with flag	Primary Block	Outdoor	
4	Bookstore	Hostel 2	Outdoor	CCTV faulty
5	Front gate (Security house)	Admin Building	Outdoor	
6	Facing Principal's carpark	Hostel 1	Outdoor	
7	Staircase, Boon Pang Hall	Primary Block	Indoor	
8	Maintenance Store-room	Hostel 2	Outdoor	CCTV faulty

***NVR - 8 units IP CCTV***

No.	Camera Location Description	Location	Type	Remarks
1	KG Entrance GF	Kindergarten	Indoor	
2	KG Facing Teacher Staff Room GF	Kindergarten	Indoor	CCTV faulty
3	KG Facing Outdoor Playground GF	Kindergarten	Outdoor	CCTV faulty
4	KG Facing Outdoor Playground GF	Kindergarten	Outdoor	CCTV faulty
5	KG Facing Empty KG Play Area GF	Kindergarten	Outdoor	CCTV faulty
6	KG Facing right side outside of KG RM6 Classroom 1F	Kindergarten	Indoor	CCTV faulty
7	KG Facing left side outside of KG RM6 Classroom 1F	Kindergarten	Indoor	CCTV faulty
8	KG Facing the Staircase from outside the KG Room 12 Classroom 2F	Kindergarten	Indoor	CCTV faulty

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Proposed Equipment Setup

*** (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.)

No.	Location	Indoor Fixed Camera	Outdoor Fixed Camera	180° Panoramic Camera
1	Admin Building	44	1	1 (Outdoor)
2	Kindergarten (Under Admin Building)	21	0	1 (Indoor)
3	Primary Building	57	8	1 (Outdoor)
4	Secondary Building	35	9	0
5	Extended Building (Library & Science Office)	47	3	0
6	Darussalam Hall	7	5	0
7	Hostel 1	0	8	0
8	Hostel 2	2	2	0
9	Hostel 3	0	3	0
10	School Canteen	6	0	0
Total:		219	39	3

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Proposed Equipment General Specifications

For reference only. Tenderers are advised to propose their own solution and sizing where appropriate.

Hardware Requirements

No.	Equipment Type	Proposed Quantity	General Technical Specification
1.	IP Camera Fixed Dome for Indoor	219 units	• Minimum 4MP resolution, 1/2.7" CMOS sensor or better • Fixed lens, suitable field of view for classroom/corridor coverage • Minimum 20m IR night vision range • Minimum illumination: 0 Lux with IR illuminator activated • Minimum 100dB Wide Dynamic Range (WDR) • H.264/H.265 compression, multi-stream support • Built-in motion detection with configurable zones, event-triggered recording • Built-in microphone for audio recording • PoE powered (IEEE 802.3af) • ONVIF Profile S/T compliant • Local microSD backup slot (edge storage redundancy) • Remote live view and playback via mobile app (iOS/Android) • IP67 ingress protection, manufacturer-rated for indoor application • Minimum IK08 vandal resistance • International version with English documentation • Minimum 1 year warranty, local support
2.	IP Camera Fixed Dome for Outdoor	39 units	• Minimum 4MP resolution, matching indoor unit image quality class • Fixed lens, wide field of view suitable for building perimeter/walkway coverage • Minimum 30m IR night vision range • Minimum illumination: 0 Lux with IR illuminator activated • Minimum 100dB Wide Dynamic Range (WDR) • H.264/H.265 compression, multi-stream support • Built-in motion detection, event-triggered recording • Built-in microphone for audio recording • PoE powered (IEEE 802.3af) • ONVIF Profile S/T compliant • Remote live view and playback via mobile app (iOS/Android) • IP67 ingress protection, manufacturer-designated for outdoor/exterior use (with sunshield/hood) • Minimum IK10 vandal resistance • Full outdoor tropical operating range (-20°C to 60°C minimum) • International version with English documentation



No.	Equipment Type	Proposed Quantity	General Technical Specification
3.	180° Panoramic Dome Camera	3 units	• 180° panoramic coverage, single-mount multi-sensor design with real-time image stitching • Minimum combined 8MP resolution • Minimum 100dB Wide Dynamic Range (WDR) • H.264/H.265 compression • Built-in motion detection with line-crossing/intrusion detection • Built-in microphone for audio recording • PoE powered (IEEE 802.3af/at as required) • IP67 outdoor-rated housing • Remote live view and playback via mobile app • International version with English documentation
4.	Network Video Recorder (NVR)	9 units <i>Minimum 9 units to covers 288 channels for 261 total cameras, with 27 spare channels for future expansion.</i>	• Minimum 32 IP channels per unit, 4 x 3.5" SATA disk bays • Support for minimum 320Mbps video input throughput • Recording modes: manual, scheduled, motion-triggered, alarm-triggered • H.264/H.265 adaptive compression, mixed camera model support • Simultaneous HDMI (4K) and VGA output • Minimum 16-channel simultaneous playback, search by time/event/motion • Remote/mobile access (iOS/Android) for live view and playback over WAN (required for off-site Principal access) • Minimum 1GbE network uplink • ONVIF-compliant, plug-and-play camera discovery • Rack-mountable • International version with English documentation
5.	Enterprise Storage – 3.5” Hard Disk Unit	156TB	• Surveillance/enterprise-grade, rated for 24/7 continuous read/write • Minimum 6TB capacity per disk bay • Estimated 156TB total usable storage system-wide, sized for 14 days (2 weeks) retention across all proposed cameras based on continuous 24/7 recording at minimum 4MP camera resolution) • SATA interface, compatible with proposed NVR bays • Tenderer to submit storage calculation methodology and disk configuration based on proposed camera bitrate and recording mode • International version with English documentation
6.	CCTV Viewing or Management Software (Client & Mobile App)	1 Lot	• Centralized VMS client for live view, playback, and multi-site camera management • Mobile app (iOS/Android) supporting remote live view and playback from any location, without requiring VPN client installation • Role-based user access control (e.g. Principal, Deputy Principal, IT Admin) • Compatible with proposed NVR and camera models • Centralized alert/notification support for motion events • English-language user interface



Calculation

Core Formula to calculate the storage size needed to retain **2 weeks of footage for 261 cameras**.

Bitrate range table:

Resolution	H.265 bitrate range
2MP (1080p)	2 to 4 Mbps (2,048 kbps)
4MP	3 to 6 Mbps (4,096 kbps)
5MP	4 to 6 Mbps (6,144 kbps)
8MP (4K)	6 to 12 Mbps (8,192 kbps)

Storage per camera (GB) per day = (Bitrate in kbps × 86,400 seconds) / 8 (convert bits to bytes) / 1024 (convert KB to MB) / 1024 (convert MB to GB)

Then multiply by number of days and number of cameras.

- **258 cameras with 4MP and 4 Mbps bitrate (4,096 kbps)**
= 4,096 kbps x 86,400 / 8 / 1024 / 1024 = 42.19 GB per camera per day
Multiply by 258 with cameras with 4 MP = 10.88 TB per day
Multiply by 14 days (2 weeks) retention = **152.381 TB**
- **3 panoramic cameras with 8MP and 8 Mbps bitrate (8,192 kbps)**
= 8192 kbps x 86,400 / 8 / 1024 / 1024 = 84.375 GB per camera per day
Multiply by 3 cameras with 8 MP = 253.125 GB per day
Multiply by 14 days (2 weeks) retention = **3.544 TB**

Total = **156 TB storage needed for 2 weeks retention period**



SECTION 3 - TENDER SCHEDULES

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COMPOSITION OF TENDER

The composition of the Technical Proposal and Pricing Proposal shall be as follows:

Tender Schedules	Technical Proposal	Pricing Proposal
Schedule 1 Tenderer Company's Background	All	
Schedule 2 Company's Track Record	All	
Schedule 3 TEATD	All	
Schedule 4 Software	All except Table 4.1(b)	Table 4.1(a)
Schedule 5 Hardware	All except Table 5.1(b)	Table 5.1(a)
Schedule 6 Technical Proposal	All	
Schedule 7 Implementation Plan	All	
Schedule 8 Acceptance Tests	All	
Schedule 9 Documentation and Deliverables	All	
Schedule 10 Training Plan	All	
Schedule 11 Statement of Compliance	All	
Schedule 12 Price Summary		All
Schedule 13 Terms of Payment		All

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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 list in **Table 4.1 (a) and Table 4.1 (b)** on all necessary and relevant software items required to support and operate the CCTV system. The details of the proposed software shall include, at minimum, the product description, version number, and other pertinent specifications.
- 4.2 Tenderers shall complete **Table 4.1 (b)** with same contents (other than cost-related information) as **Table 4.1 (a)**, ensuring the two tables correspond with each other.
- 4.2 Where applicable, Tenderers shall:
- a. Enter 'N/C' (i.e. no charge);
 - b. Enter annual license fees (Three Years);
 - c. Enter annual support/maintenance charges (Three Years);

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Table 4.1 (a) Relevant Software

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

Table 4.1 (b) Relevant Software

Item No	Product/ Version No	Description	Manufacturer	Location	Qty



SCHEDULE 5 – HARDWARE

5. Contractor Provided Hardware

- 5.1 Tenderers shall list in **Table 5.1 (a) and Table 5.1 (b)** all hardware items required in the tender specification or equivalent.
- 5.2 Tenderers shall complete **Table 5.1 (b)** with same contents (other than cost-related information) as **Table 5.1 (a)**, ensuring the two tables correspond with each other.
- 5.3 Where applicable for **Table 5.1 (a)**, Tenderers shall:
 - a. Enter 'N/C' (i.e. no charge);
 - b. Enter annual support/maintenance charges (Three Years);

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**Table 5.1 (a) Hardware**

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

Table 5.1 (b) Hardware

Item No	Manufacturer	Model / Part No	Software Reference to Table 4.1	Description	Location	Qty

Notes:

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



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:
 - On-site hands-on training
 - Types of delivery aids (e.g. presentation slides)

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:
- 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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