



كَمَنْتَرِيَانْ هَالْ عَهْوَالْ أُغَامَا
KEMENTERIAN HAL EHWAL UGAMA

NEGARA BRUNEI DARUSSALAM

REQUEST FOR PROPOSAL (RFP)

REFERENCE NUMBER: 10/KHEU/BTM/2/RFP/2025

**THE SUPPLY, DELIVERY, INSTALLATION, SETUP, CONFIGURATION,
TESTING AND MAINTENANCE FOR CABLING AND NETWORK
ACCESSORIES AT ARABIC AND RELIGIOUS SCHOOLS,
MINISTRY OF RELIGIOUS AFFAIRS**

Submission Deadline:

Wednesday, 3 December 2025, 2:00 PM

Submission Location:

Peti Sebutharga, Tingkat 1

Bahagian Kewangan, Kementerian Hal Ehwal Ugama

Jalan Menteri Besar, Berakas BB3910

Negara Brunei Darussalam

Enquiries:

Information Technology Division

Ministry of Religious Affairs

 btm.quotation@mora.gov.bn

 +673 2382525 ext. 278



REQUEST FOR PROPOSAL (RFP)

REFERENCE NUMBER: 10/KHEU/BTM/2/RFP/2025

TITLE: THE SUPPLY, DELIVERY, INSTALLATION, SETUP, CONFIGURATION, TESTING AND MAINTENANCE FOR CABLING AND NETWORK ACCESSORIES AT ARABIC AND RELIGIOUS SCHOOLS, MINISTRY OF RELIGIOUS AFFAIRS

PROPOSAL SUBMISSION DEADLINE: WEDNESDAY, 03 DECEMBER 2025, 2:00 PM

1. PROJECT OVERVIEW

The Ministry of Religious Affairs (MoRA), through its Information Technology Division, in collaboration with the Finance Division of the Administration Department, invites qualified vendors to submit proposals for the Network Infrastructure Upgrade Project at five (5) Arabic and religious schools. This initiative forms part of the Ministry's ongoing efforts to modernise and standardise network infrastructure, ensuring reliable, secure, and high-performance connectivity to support the operational needs of these institutions.

2. BACKGROUND AND OBJECTIVES

The existing wireless network coverage across several Arabic and religious schools is insufficient to support current operational and teaching requirements. To enhance connectivity and ensure reliable digital service delivery, the Ministry requires the implementation of additional network infrastructure and, at selected schools, a detailed assessment and redesign of the existing systems to optimise overall performance.

The primary objectives of this project are to:

- Improve network reliability and performance across all schools' buildings.
- Enhance security and management capabilities of the network infrastructure.
- Ensure consistency and standardisation in network accessories deployment across the schools.
- Support future scalability and readiness for digital initiatives.
- Minimise downtime during migration and replacement.

3. SCOPE OF WORK

The successful vendor shall be responsible for the comprehensive implementation of the network project across five (5) Arabic and religious schools' locations.

3.1 General Deliverables (all 5 Arabic and religious schools)

- Conduct a full site survey and assessment prior to installation.
- A detailed breakdown of departments, locations, and corresponding equipment quantities is provided in the List of Arabic and religious schools (see page 39 of this RFP document). Vendors must ensure their proposals account for all listed sites.
- Prepare and submit a Low-Level Design (LLD) covering topology, rack layout, cable management, IP schema, VLAN plan, and migration approach for approval.
- Supply, deliver, install, and configure switches as per the approved LLD.



- Perform professional installation including rack mounting, cable management, and integration with existing infrastructure.
- Conduct detailed testing, verification, and provide full documentation specific to each site.
- Remove and safely hand over decommissioned equipment to the Ministry's IT Division.
- Apply configurations based on the approved LLD templates from the site-visit locations.
- Perform connectivity verification, basic testing, and confirm successful replacement.
- Conduct one (1) day of hands-on training for IT Division staff on configuration, management, and troubleshooting.
- Provide an Implementation Checklist (e.g., port mapping, reused cabling, configuration snapshot) and update central network documentation.
- Provide ongoing maintenance and support in accordance with the Service Level Agreement (SLA).

4 EVALUATION CRITERIA

Proposals will be evaluated based on the following criteria and weightings:

Criterion	Weight
Technical (70% total)	
<i>Technical compliance and solution design</i>	35%
<i>Vendor qualifications and past experience</i>	15%
<i>Implementation approach and timeline</i>	10%
<i>Maintenance and support capabilities</i>	10%
Commercial (30% TCO)	
<i>Total Cost of Ownership (TCO, 3–5-year life cycle)</i>	30%

The Ministry is committed to achieving **best value for money** in this procurement. Evaluation will therefore not be based solely on the lowest initial price, but on the overall ability of the proposal to fulfil the Ministry's requirements in terms of **performance, reliability, security, scalability, and total cost of ownership across the full life cycle of the equipment.**

5 QUALIFICATION REQUIREMENTS

Vendors must meet the following minimum requirements to be considered:

- Eligibility:** Proposals are invited only from companies/contractors registered with the Government of His Majesty the Sultan and Yang Di-Pertuan of Brunei Darussalam.
- Experience:** Demonstrated experience in implementing at least three (3) similar network infrastructure projects within Brunei Darussalam over the past five (5) years, supported with client references.



- c. **Certified Personnel:** Engineers assigned to this project must hold current and relevant professional certifications (e.g., Cisco CCNA/CCNP, Aruba ACSP/ACMP, or equivalent for the proposed brand). Proof of certification may be requested.
- d. **Manufacturer Partnership:** Must be an authorised partner or reseller of the proposed equipment manufacturer(s). Evidence of partnership status shall be provided.
- e. **Local Presence:** Vendors must have an established local presence in Brunei Darussalam with sufficient technical staff to provide ongoing support and maintenance.

6 SUBMISSION REQUIREMENTS

6.1 Proposal Content

Proposals must include the following components:

Envelope	Contents	Reference
Envelope A	Technical Proposal (no pricing information)	See Section 7.1
Envelope B	Commercial Proposal (pricing information only)	See Section 7.2

6.2 Submission Instructions

a. Submission Format – Two Separate Sealed Envelopes

All proposals must be submitted in two sealed envelopes clearly labelled

- **Envelope A – Technical Proposal (No pricing information)**
- **Envelope B – Commercial Proposal (Pricing information only)**

The outer envelope must clearly state:

Proposal Reference Number and **Project Title** and must not display any company name or logo.

Both envelopes must be placed inside a **single sealed outer envelope** addressed to:

TO:

**PENGERUSI JAWATANKUASA SEBUTHARGA
TINGKAT 1, BAHAGIAN KEWANGAN
KEMENTERIAN HAL EHWAL UGAMA
JALAN DEWAN MAJLIS, BERAKAS BB 3910
NEGARA BRUNEI DARUSSALAM**

**PROJECT: THE SUPPLY, DELIVERY, INSTALLATION, SETUP, CONFIGURATION,
TESTING AND MAINTENANCE FOR CABLING AND NETWORK
ACCESSORIES AT ARABIC AND RELIGIOUS SCHOOLS, MINISTRY OF
RELIGIOUS AFFAIRS**

**PROPOSAL REF. NO: 10/KHEU/BTM/2/RFP/2025
ENVELOPE [A / B]: TECHNICAL / COMMERCIAL PROPOSAL**



The outer envelope must be deposited in the **Quotation Box** at:

Peti Sebutharga
Tingkat 1, Kementerian Hal Ehwal Ugama
Jalan Menteri Besar
Negara Brunei Darussalam

7 CONTENTS OF EACH ENVELOPE

7.1 Envelope A – Technical Proposal (No pricing information):

The Technical Proposal shall contain:

1. Executive Summary
2. Detailed Technical Proposal addressing:
 - Proposed equipment specifications and quantities (**Appendix B – Technical Compliance Form**)
 - Network design (if required), implementation approach, and project timeline (**Appendix C – Project Plan & Methodology Outline**)
 - Testing and acceptance methodology (**Appendix C**)
3. **Training & Documentation Plan Outline (Appendix D)**
4. Vendor qualification:
 - Company profile and experience (**Appendix E – Vendor Qualification Form**)
 - Project team structure and qualifications (**Appendix E**)
 - References from similar projects (**Appendix E**)
 - Manufacturer certifications (**Appendix E**)
5. **Vendor Information Form (Appendix F – Borang Sebut Harga)**
6. Supporting Documents:
 - Product datasheets, technical brochures, and relevant certifications
 - Valid copies of:
 - Sijil Pendaftaran Perniagaan (Section 16 & 17) or Perakuan Penubuhan Syarikat Persendirian (Form X)
 - Certificate of Tax Compliance (for Sendirian Berhad companies)
 - Latest Annual Returns & AGM statements (for Sendirian Berhad companies)
 - Sijil Pendaftaran Tabung Amanah Pekerja (TAP)
 - Latest Penyata Pekerja Tabung Amanah Pekerja (TAP)
- a. Proof of Quotation Fee Payment (BND \$5.00):
 - Official receipt from the Ministry of Religious Affairs, OR
 - Screenshot/confirmation of payment via BIBD Online Payment (**Appendix I**)

7.2 Envelope B – Commercial Proposal (Pricing information only).



The Commercial Proposal shall contain:

- **Completed Appendix G: Total Cost of Ownership (TCO) Breakdown Form**, showing:
 - Initial 3-year term costs
 - Separate, itemised pricing for optional Year 4 and Year 5 support
 - Any Optional Items (with separate pricing)
- **Proposal Validity Period** – minimum 90 days (as stated in **Appendix F**)
- **Completed Appendix H – Declaration of Willingness Form**

8 IMPORTANT DATES

Event	Date
RFP publication	Saturday, 08 November 2025
Site visit/briefing	Sek. Arab Belait Monday, 24 November 2025, 10:00 AM
	Sek. Ugama Arab Menengah Perempuan RIPAHS Tuesday, 25 November 2025, 9:30AM
	Sek. Ugama PAP Masna Wednesday, 26 November 2025, 9:00AM
	Sek. Ugama Pengiran Bendahara Lama Wednesday, 26 November 2025, 10:00AM
	Sek. Ugama PAP Puteri Amal Umi Kalthum Al-Islam Wednesday, 26 November 2025, 2:00PM
Deadline for clarification questions	Saturday, 29 November 2025, 4:00 PM
Proposal submission deadline	Wednesday, 03 December 2025, 2:00 PM
Expected contract award	Approximately One Month after Submission
Expected Project Start / Kick-off	Mid-January 2026

Compliance Notes

1. **Late submissions or incomplete proposals** (including missing forms or failure to separate technical and commercial envelopes) **will not be considered**.
2. All forms provided in the Appendices must be completed in full.
3. All pages must be **numbered** and **securely bound**.
4. All proposals must comply with the **two-envelope system** to maintain transparency and fairness in evaluation.



9 EVALUATION AND SELECTION PROCESS

9.1 The evaluation will follow a two-stage, two-envelope process to ensure fairness, transparency, and compliance with public sector procurement standards.

9.2 **Stage 1: Technical Evaluation (Envelope A)**

Conducted by an internal Evaluation Committee based on the following weighted criteria:

Evaluation Criterion	Weight
Technical compliance, performance, and solution design (including all Mandatory [M] specifications in Appendix A)	35%
Vendor qualifications, relevant certifications, and experience with similar public sector wireless network projects	15%
Implementation approach, phased deployment plan, and timeline	10%
Maintenance and support capabilities, including defined SLAs and escalation procedures	10%

Only proposals that meet all **Mandatory [M]** requirements and achieve at least 70% of the Technical score will proceed to Stage 2 (Commercial Evaluation).

9.3 **Stage 2: Commercial Evaluation (Envelope B)**

Only technically compliant proposals will be evaluated for price and value, based on:

Evaluation Criterion	Weight
Total Cost of Ownership (TCO) over a 5-year life cycle, inclusive of hardware, licences, support, and maintenance (initial 3-year term + optional Years 4 and 5)	30%

The Ministry reserves the right to reject any or all proposals and is not bound to accept the lowest priced offer. All decisions of the Evaluation Committee are final.

9.4 **Overall Evaluation Scoring**

Category	Weight
Technical (Stage 1)	70%
Commercial (Stage 2)	30%
Total	100%

Scoring Methodology:

- Each criterion is scored out of 100 and multiplied by its respective weight.
- Only vendors scoring $\geq 49\%$ in the Technical Evaluation will proceed to the Commercial Evaluation.



- The lowest-priced compliant vendor does not automatically win – the final award is based on the highest total score across both stages.

10 PAYMENT TERMS (MILESTONE-BASED)

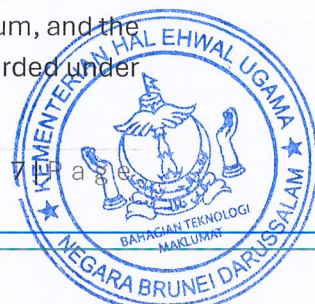
Payments shall be made in accordance with the following milestone structure. Each payment is contingent upon:

- Submission of corresponding deliverables;
- Formal verification and acceptance by the Ministry's IT Division; and
- Compliance with Brunei Government financial and audit governance requirements.

Milestone	Payment (% of Contract Value)	Conditions for Payment
1. Delivery of All Equipment	30%	Upon full delivery and verification of all hardware components (network switches, mounting kits, accessories, licences) at all designated sites.
2. Completion of Installation & Configuration	25%	Upon completion of installation (including rack mounting and cabling), configuration as per approved Low-Level Design (LLD), and initial connectivity verification at all sites.
3. Testing & Commissioning	25%	Upon successful completion of testing (signal coverage, throughput verification, failover, and security checks) and issuance of User Acceptance Test (UAT) sign-off by the Ministry.
4. Documentation Submission	15%	Upon delivery of all required documentation (network diagrams, configuration backups, inventory lists, implementation checklists, and SOPs)
5. Retention (Project Closure)	5%	Released after three (3) months from project completion, subject to no outstanding defects or performance issues being reported.

Note on Purchase Order Issuance

For administrative and budget-management purposes, the Ministry reserves the right to issue separate Purchase Orders corresponding to each approved payment milestone or project phase. Each Purchase Order shall reference this same contract number and total contract sum, and the cumulative value of all such Purchase Orders shall not exceed the total amount awarded under this RFP.



11 LEGAL & CONTRACTUAL CLAUSES

11.1 Intellectual Property Rights

All materials developed, configured, or provided under this contract, including software licences, documentation, configuration files, and any related deliverables, shall become the exclusive property of the Ministry of Religious Affairs.

No reuse, distribution, or external publication is permitted without prior written consent from the Ministry.

11.2 Risk Management and Delay

Any delay or non-performance must be reported in writing within **three (3) working days** of occurrence. The Ministry reserves the right to:

- Impose penalties for unjustified delays;
- Terminate the contract for non-performance; and/or
- Recover partial or full payments if deliverables are not satisfactorily completed.

11.3 Force Majeure

Neither party shall be held liable for failure to perform contractual obligations due to causes beyond reasonable control, including but not limited to:

- Natural disasters;
- Pandemics or epidemics;
- National emergencies; or
- Government orders.

In such cases, **revised timelines and/or milestones** shall be agreed upon in writing by both parties.

11.4 Dispute Resolution

Any disputes arising from this RFP or resulting contract shall be:

- Governed by the laws of Brunei Darussalam; and
- Resolved through amicable negotiation or, if necessary, arbitration in accordance with applicable government procedures.

11.5 Non-Binding Nature Of RFP

This RFP does not constitute a binding contract.

The Ministry reserves the right to:

- Cancel, withdraw, or amend the RFP at any stage;
- Reject any or all proposals received; and
- Accept the proposal deemed to provide the best overall value to the Ministry, considering technical compliance, total life-cycle cost, and strategic fit



12 CONTACT & ENQUIRIES

For further clarification or enquiries regarding this RFP, kindly contact:

Information Technology Division
Level 2, Ministry of Religious Affairs Building
Jalan Menteri Besar, Berakas, BB3910
Brunei Darussalam
Email: btm.quotation@mora.gov.bn
Phone: +673 2382525 ext. 278

- Vendors are advised to attend site visits where specified, as no claims for lack of familiarity with site conditions will be entertained.
- All clarification requests must be received no later than the date in Section 8 – Important Dates.
- Responses will be circulated in writing to all participating vendors to ensure equal access to information.
- All enquiries and clarification requests shall be submitted in writing via email only to the contact person stated in this RFP. Verbal or informal queries (including telephone calls or messaging applications) shall not be considered binding.

13 LIST OF APPENDICES

The following appendices form part of this RFP:

- **Appendix A:** Technical Specifications and Requirements (*network switches, cabling, and accessories solution*)
- **Appendix B:** Technical Compliance Form
- **Appendix C:** Project Plan & Methodology Outline
- **Appendix D:** Training & Documentation Plan Outline
- **Appendix E:** Vendor Qualification Form
- **Appendix F:** Vendor Information Form (Borang Sebut Harga)
- **Appendix G:** Total Cost of Ownership (TCO) Breakdown Form
- **Appendix H:** Declaration of Willingness Form
- **Appendix I:** BIBD Online Payment



Appendix A: Technical Specifications and Requirements

REFERENCE NUMBER: 10/KHEU/BTM/2/RFP/2025

PROJECT TITLE: THE SUPPLY, DELIVERY, INSTALLATION, CONFIGURATION, SETUP, TESTING AND MAINTENANCE FOR CABLING AND NETWORK ACCESSORIES AT ARABIC AND RELIGIOUS SCHOOLS, MINISTRY OF RELIGIOUS AFFAIRS

Legend:

- **[M]** – Mandatory Requirement (non-compliance will result in rejection)
- **[D]** – Desirable Requirement (non-compliance will not result in rejection but may affect scoring)

A.1. GENERAL REQUIREMENTS

Clause	Requirement	Class
A.1.1	Scope of Work: The Bidder shall propose a complete solution covering supply, delivery, installation, configuration, testing, and maintenance of all network accessories (structured cabling, racks, transceivers, access points, labelling, and documentation).	[M]
A.1.2	Project Duration: The project completion period shall be twelve (12) calendar weeks from the date of contract award or purchase order.	[M]
A.1.3	Implementation Plan: The Bidder shall follow this high-level plan and provide a detailed project plan in the proposal: a) Delivery & Installation – within 8 calendar weeks of award. b) Configuration, Testing & Training – within the following 4 calendar weeks.	[M]
A.1.4	Future Readiness: The proposed components shall be scalable for at least ten (10) years of operation and compatible with cloud-managed or centrally controlled network environments.	[M]
A.1.5	Online Learning Readiness: Infrastructure should support stable LAN/WLAN connectivity for digital content delivery, virtual classrooms, and device-based teaching sessions.	[D]

Note: This project involves a total of **five (5) Arabic and religious school's sites**.

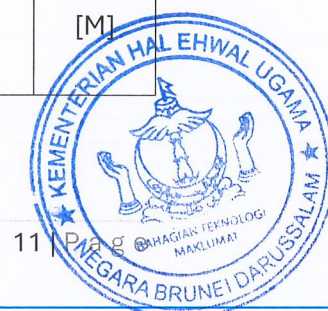
A.2. PATCH CORD REQUIREMENTS

Clause	Requirement	Class
A.2.1	All Category 6 (UTP) cables, patch panels, connectors, and accessories shall comply with ANSI/TIA-568.2-D standards and be third-party certified.	[M]

Clause	Requirement	Class
A.2.2	Provide CAT6 Patch Cord – 1 metre (Cable Management) – Quantity: 20	[M]
A.2.3	Provide CAT6 Patch Cord – 1 metre (Access Point) – Quantity: 11	[M]
A.2.4	Provide CAT6 Patch Cord – 5 metre (Computer/Laptop) – Quantity: 5	[M]

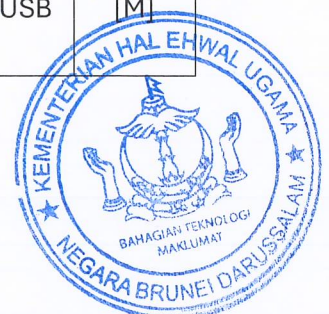
A.3. NETWORK POINTS REQUIREMENTS – (1 LOT)

Clause	Requirement	Class
A.3.1	Provide CAT6 Faceplate for the quantity of network points require.	[M]
A.3.2	Provide patch panel ports with cable management for cleaner workspace.	[M]
A.3.3	Provide all points, cables, and faceplates properly labelled.	[M]
A.3.4	Provide testing process, including procedures, testing equipment, testing scope, and coverage of all proposed devices.	[M]
A.3.5	Provide at least one (1) certified Structured Cabling implementation expert with minimum 5 years' experience in design and implementation.	[M]
A.3.6	Supply and install horizontal Category 6 UTP/STP copper cables.	[M]
A.3.7	Supply and install racks, patch panels, cable management, UTP/STP category 6 patch cords (1m), category 6 RJ45 input and output sockets, category 6 UTP cables and faceplates, category 6 RJ45 cords	[M]
A.3.8	Test all fibre optic/copper cabling/UTP/STP cables using Fluke or Agilent Tester with reference to latest TIA/ISO standards. Provide full report and summary.	[M]
A.3.9	Faceplates must use RJ45 jacks with shutters and embedded label compartments.	[M]
A.3.10	Fill any unused jack positions with blank modules.	[M]
A.3.11	All cables, switches and network points shall be tested, compatible to each other and able to connect to Data Centre in Ministry of Religious Affair.	[M]



A.4. STRUCTURED CABLING REQUIREMENTS (1 LOT)

Clause	Requirement	Class
A.4.1	Propose fibre optic cable for backbone to connect two different buildings.	[M]
A.4.2	Install and provide power cord for proposed devices and rack in unit/floor wherever applicable.	[M]
A.4.3	Cabling at all network levels shall be standard-based, flexible, and easy to manage and maintain.	[M]
A.4.4	Supply and install Category 6 UTP/STP copper cables above drop ceilings in PVC conduits.	[M]
A.4.5	Label all cables, outlets, and patch panels according to ANSI/EIA/TIA standards.	[M]
A.4.6	Provide station cords that are factory-fitted (not field-crimped) and individually tested to meet ANSI/EIA/TIA Category 6 standards.	[M]
A.4.7	All Structured Cabling components (faceplates, jacks, plugs, cables, patch panels, cords) must be from the same manufacturer.	[M]
A.4.8	Distribute and install station cords based on the number of data point outlets in each room/unit of the building for this project.	[M]
A.4.9	Provide and install reinforcement structures to support cabinets/racks against the wall, with all trunking connections upheld by supporting brackets.	[M]
A.4.10	Any removal of existing fixtures must be replaced in acceptable format, with all damages from network installation works and final decorations properly restored.	[M]
A.4.11	Arrange cables and networking equipment neatly in wall-mounted/server racks.	[M]
A.4.12	Test all fibre/copper cables/UTP/STP cables using Fluke or Agilent Tester with reference to latest TIA/ISO standards. Provide full report and summary.	[M]
A.4.13	Provide complete documentation including layout points and network diagrams. Submit in editable formats (Visio/Word) and softcopy via USB or secure file transfer.	[M]



A.5. FIBER OPTIC CABLING REQUIREMENTS (1 LOT)

Clause	Requirement	Class
A.5.1	Provide RFI 6-core steel-armoured outdoor fibre cables to connect between two buildings.	[M]
A.5.2	Mode Type (Single-mode [9/125 µm] preferred; multi-mode accepted if equivalent.)	[M]
A.5.3	Backbone fibre optic cable shall be run in iron/steel pipe for outdoor and PVC conduit for indoor installations.	[M]
A.5.4	Support 10Gb/s speeds	[M]
A.5.5	Provide fibre tray, fibre adapter patch panel, duplex adapters, jacket patch cord LC/SC duplex, connectors, and all necessary accessories to connect two buildings.	[M]

A.6. TRANSCEIVER REQUIREMENTS (2 Nos)

Clause	Requirement	Class
A.6.1	10G SFP+ Transceiver or equivalent.	[M]

A.7. WALL MOUNTED RACK REQUIREMENTS (1 LOT)

Clause	Requirement	Class
A.7.1	12U Wall Mounted Rack.	[M]
A.7.2	Dimensions: Minimum 600mm (W) x 440mm (D).	[M]
A.7.3	21-inch rack equipment up to 27 inches deep.	[M]
A.7.4	Patch Panel	[M]
A.7.5	Cable Management	[M]
A.7.6	Front Cable Management Panels	[M]
A.7.7	Minimum 40 dBA with silent Rack Mount Fan System Airflow	[M]
A.7.8	Lockable doors & side panels.	[M]
A.7.9	Power Distribution Panel 6 Outlets or 6 Outlets Surge Protector	[M]

Clause	Requirement	Class
A.7.10	Replace the existing rack with the proposed rack.	[M]
A.7.11	Vendor to provide trunked power outlet if required.	[M]
A.7.12	Provide brochures for the proposed hardware.	[M]

A.8. 12 PORTS POE SWITCH REQUIREMENTS (2 UNITS)

Clause	Requirement	Class
A.8.1	100/1000 Mbps Managed Switch. Vendor must provide brand and series with brochure.	[M]
A.8.2	Appliance Brand.	[M]
A.8.3	Version / Series.	[M]
A.8.4	Minimum 176 Gbps Switching Capacity.	[M]
A.8.5	Minimum 12 ports Managed Switch	[M]
A.8.6	Minimum 4 ports 10G SFP+	[M]
A.8.7	Provide brochures for the proposed hardware.	[M]

A.9. 48 PORTS POE SWITCH REQUIREMENTS (1 UNIT)

Clause	Requirement	Class
A.9.1	100/1000 Mbps Managed Switch. Vendor must provide brand and series with brochure.	[M]
A.9.2	Appliance Brand.	[M]
A.9.3	Version / Series.	[M]
A.9.4	Minimum 176 Gbps Switching Capacity.	[M]
A.9.5	Minimum 48 POE ports switch	[M]
A.9.6	Minimum 4 ports 10G SFP+	[M]
A.9.7	Provide brochures for the proposed hardware.	[M]

A.10. ACCESS POINTS REQUIREMENTS (11 UNITS)

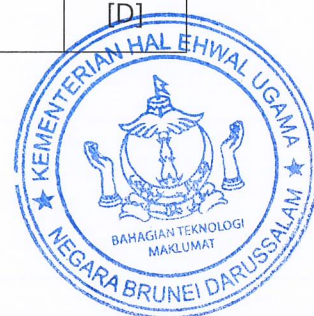
Clause	Requirement	Class
A.10.1	Wi-Fi 6 (802.11ax) APs equivalent or higher, compatible with existing MoRA UniFi U6 Pro infrastructure	[M]
A.10.2	Vendor must provide brand and series with brochure.	[M]
A.10.2	Must be included with wall or ceiling mounting.	[M]
A.10.3	Must include POE adapter	[M]
A.10.4	Can be deployed as a software suite or cloud-managed Instant.	[M]
A.10.5	Proposed APs shall be centrally managed and analysed, with the software controller installed and configured on each school server.	[M]

A.11. CAT6 BACKBONE REQUIREMENTS (2 LOT)

Clause	Requirement	Class
A.11.1	Supply and install Category 6 copper cable (maximum 100 meters) in PVC conduit (indoor) and terminate using the existing patch cord.	[M]

A.12. VENDOR QUALIFICATIONS

Clause	Requirement	Class
A.12.1	Min. 5 years' enterprise network experience; 3 similar Brunei projects.	[D]
A.12.2	Authorised partner for proposed brand.	[D]
A.12.3	Office and support capability in Brunei Darussalam.	[D]



A.13. LABELLING REQUIREMENTS (1 LOT)

Clause	Requirement	Class
A.13.1	<p>The contractor must label the hardware as:</p> <p>COMPANY NAME: CONTACT NO: ASSETID: KHEU/BTM/2025/PO NO/XX/ITEM NO-XX SERIAL NO: DELIVERY DATE: DD/MM/YYYY EXPIRY DATE: DD/MM/YYYY</p>	[M]

A.14. WARRANTY, PROJECT MANAGEMENT & MAINTENANCE SUPPORT REQUIREMENTS (1 LOT)

Clause	Requirement	Class
A.14.1	Limited lifetime hardware warranty.	[M]
A.14.2	Installation, configuration, and testing by certified network engineer.	[M]
A.14.3	Initial one (1) year technical support contract, with option for extension.	[M]
A.14.4	On-site support for troubleshooting and break-fix.	[M]
A.14.5	All hardware must be labelled, and inventory documented using editable software.	[M]

A.15. IMPLEMENTATION REQUIREMENTS (1 LOT)

Clause	Requirement	Class
A.15.1	Conduct detailed site survey & produce LLD document for MORA approval.	[M]
A.15.2	Professional installation, rack mounting, and cable management.	[M]
A.15.3	Implement configurations based on approved LLD.	[M]
A.15.4	Execute approved testing plan & provide documented results.	[M]

RASMI TIER 1A

REFERENCE NUMBER: 10/KHEU/BTM/2/RFP/2025: THE SUPPLY, DELIVERY, INSTALLATION, SETUP, CONFIGURATION, TESTING AND MAINTENANCE FOR CABLING AND NETWORK ACCESSORIES AT ARABIC AND RELIGIOUS SCHOOLS, MINISTRY OF RELIGIOUS AFFAIRS

Clause	Requirement	Class
A.15.5	Provide min. 1-day hands-on training for MORA IT staff.	[M]
A.15.6	Deliver comprehensive as-built documentation.	[M]



Appendix B: Technical Compliance Form

REFERENCE NUMBER: 10/KHEU/BTM/2/RFP/2025

Instructions:

- Vendors shall indicate compliance for each requirement in the table below.
- Use Yes (compliant), No (not compliant), or Partial (partially compliant).
- Remarks must specify brand, model, version, or relevant details.
- Non-compliance with [M] Mandatory requirements will result in rejection.

B.1. GENERAL REQUIREMENTS

Clause	Requirement	Compliance (Yes/No/Partial)	Bidder's Remarks
B.1.1	[M] The Bidder shall proposed network infrastructures for schools under Jabatan Pengajian Islam (Ministry of Religious Affairs). All equipment should be tested and able to connect to Internet.		
B.1.2	[M] The Bidder shall provide an end-to-end solution, including supply, delivery, installation, setup, configuration, testing, and maintenance, with VLAN segmentation (staffNet and studentNet). The solution shall be designed to meet current operational needs and be future-proofed for at least ten (10) years, including readiness for partial online teaching and learning adoption."		
B.1.3	[M] The Bidder shall agree that the term of the completion of this project for a duration of (3) months / four (12) calendar weeks from the date of award/purchase order		
B.1.4	[M] The Bidder shall agree with the implementation plan for this project: a) User requirement study – 1 week b) Delivery and installation of equipment – 8 calendar weeks c) Implementation, configuration & testing – 3 calendar weeks		

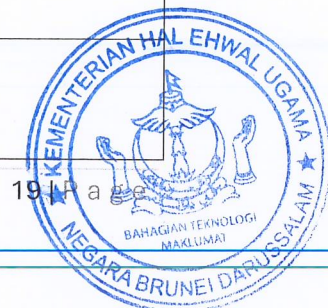


B.2. CAT6 PATCH CORD REQUIREMENTS

Clause	Requirement	Compliance (Yes/No/Partial)	Bidder's Remarks
B.2.1	[M] The Bidder shall provide CAT6 patch cords that are factory-fitted (not field crimped) and individually tested to ANSI/EIA/TIA Category 6 standards.		
B.2.2	[M] The Bidder shall provide CAT6 Patch Cord – 1 metre (Cable Management) (Quantity: 20 units)		
B.2.3	[M] The Bidder shall provide Patch Cord – 1 Metre (Access Point) (Quantity: 11 units)		
B.2.4	[M] The Bidder shall provide Patch Cord – 5 Metres (Computer/Laptop) (Quantity: 5 units)		

B.3. NETWORK POINTS REQUIREMENTS (1 LOT)

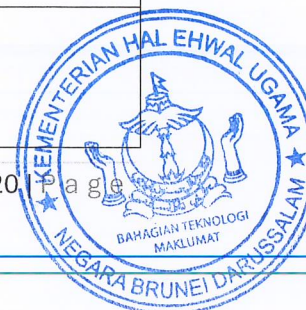
Clause	Requirement	Compliance (Yes/No/Partial)	Bidder's Remarks
B.3.1	[M] The Bidder shall provide CAT6 Faceplate for the required quantity of network points.		
B.3.2	[M] The Bidder shall provide Patch Panel Ports for the required quantity of network points, including cable management for a cleaner workspace.		
B.3.3	[M] The Bidder shall ensure that all points, cables, and faceplates are properly labelled.		
B.3.4	[M] The Bidder shall provide the testing process, including the testing procedures, testing equipment used, and the testing scope and coverage of the proposed devices for all units.		
B.3.5	[M] The Bidder shall provide at least one (1) certified Structured Cabling implementation expert with minimum 5 years' experience in design and implementation.		
B.3.6	[M] The Bidder shall supply and install horizontal Category 6 UTP/STP copper cables.		



Clause	Requirement	Compliance (Yes/No/Partial)	Bidder's Remarks
B.3.7	[M] The Bidder shall supply and install equipment racks, patch panels, cable management, UTP/STP Category 6 patch cords (1 metre), Category 6 RJ45 input and output sockets, Category 6 UTP cables and faceplates, and Category 6 RJ45 cords.		
B.3.8	[M] The Bidder shall test all fibre optic and copper cabling using Fluke or Agilent Tester with reference to latest TIA/ISO standards. Provide full report and summary.		
B.3.9	[M] The Bidder shall provide faceplates with RJ45 jack and shutter, including an embedded compartment for labelling.		
B.3.10	[M] The Bidder shall ensure that any blank or unused modular jack position on the faceplate is filled with a blank module.		
B.3.11	[M] The Bidder shall ensure that all cables, switches, and network points are tested, fully compatible with each other, and able to connect to the Data Centre at the Ministry of Religious Affairs.		

B.4. STRUCTURED CABLING REQUIREMENTS (1 LOT)

Clause	Requirement	Compliance (Yes/No/Partial)	Bidder's Remarks
B.4.1	[M] The Bidder must propose fibre optic cable for backbone to connect two different buildings		
B.4.2	[M] The Bidder must install and provide power cord for proposed devices and rack in unit/floor wherever applicable		
B.4.3	[M] The Bidder shall ensure that the cabling used at all levels of the network is strictly standards-based, flexible, and easily managed and maintained.		
B.4.4	[M] The Bidder must supply and install Category 6 Unshielded Twisted Pair (UTP) or Shielded Twisted Pair (STP) copper cable and run the cable above drop ceiling or whichever accessible.		
B.4.5	[M] The Bidder shall label all cables, data outlets, and patch panels in accordance with ANSI/EIA/TIA standards and consistent with industry best practices.		



RASMI TIER 1A

REFERENCE NUMBER: 10/KHEU/BTM/2/RFP/2025: THE SUPPLY, DELIVERY, INSTALLATION, SETUP, CONFIGURATION, TESTING AND MAINTENANCE FOR CABLING AND NETWORK ACCESSORIES AT ARABIC AND RELIGIOUS SCHOOLS, MINISTRY OF RELIGIOUS AFFAIRS

Clause	Requirement	Compliance (Yes/No/Partial)	Bidder's Remarks
B.4.6	[M] The Bidder shall provide station cords and shall be factory fitted (not field crimped) and individually tested to specification and requirement of ANSI/EIA/TIA standard (Category 6)		
B.4.7	[M] The Bidder shall ensure that all components used in the Structured Cabling System, including faceplates, jacks, plugs, cables, patch panels, and patch cords, are from the same manufacturer.		
B.4.8	[M] The Bidder shall distributed and install a total number of station cords based on the number of Data point outlets installed in each room / unit of the building for this project		
B.4.9	[M] The Bidder shall make provisions to supply and install reinforcement structures to support the cabinet / racks against the wall. All connections trunking must be upheld by means of supporting brackets		
B.4.10	[M] The Bidder shall ensure that any removal of existing fixtures is replaced in an acceptable format. The Bidder shall make good any damages arising from the network installation works and shall also restore final decorations for any damages caused.		
B.4.11	[M] The Bidder must replace and arrange properly all cables and networking equipment in the Equipment Rack.		
B.4.12	[M] The Bidder shall test all Fiber Optic, UTP, and STP cables using a Fluke or Agilent tester with reference to the latest TIA or ISO standards, and shall document each test result in both a full report and a summary.		
B.4.13	[M] The Bidder shall provide complete documentation, including diagrams. A duplicate softcopy of all diagrams and drawings shall be provided in Microsoft Visio-compatible format, and all text documentation shall be in Microsoft Word-compatible format, stored in CD-ROM media.		



B.5. FIBER OPTIC CABLING REQUIREMENTS (1 LOT)

Clause	Requirement	Compliance (Yes/No/Partial)	Bidder's Remarks
B.5.1	[M] The contractors shall provide RFI 6 cores steel armoured outdoor fibre cables to connect between two buildings.		
B.5.2	[M] The Bidder shall provide the Mode Type (Single mode or Multimode) as required.		Mode Type: _____
B.5.3	[M] The Bidder shall ensure that Backbone Fiber Optic Cables are run in iron/steel pipes for outdoor installation and in PVC conduits for indoor installation.		
B.5.4	[M] The Bidder shall ensure that the system supports 10 Gb/s speeds.		
B.5.5	[M] The Bidder shall provide fibre tray, fibre adapter patch panel, duplex adapters, jacket patch cord LC/SC duplex, connectors and any accessories needed to connect two buildings.		

B.6. TRANSCEIVER REQUIREMENTS (2 Nos)

Clause	Requirement	Compliance (Yes/No/Partial)	Bidder's Remarks
B.6.1	[M] The Bidder shall provide 10G SFP+ Transceiver or equivalent.		

B.7. WALL MOUNTED RACK REQUIREMENTS (1 LOT)

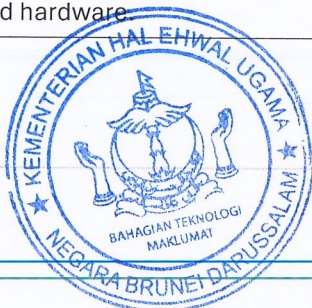
Clause	Requirement	Compliance (Yes/No/Partial)	Bidder's Remarks
B.7.1	[M] The Bidder shall provide a 12U wall-mounted rack.		
B.7.2	[M] The Bidder shall provide appliance Brand.		Brand: _____
B.7.3	[M] The Bidder shall provide equipment with minimum dimensions of 600 mm (W) × 440 mm (D).		
B.7.4	[M] The Bidder shall provide a 21-inch rack capable of accommodating equipment up to 27 inches deep.		
B.7.5	[M] The Bidder shall provide a Patch Panel as specified.		



Clause	Requirement	Compliance (Yes/No/Partial)	Bidder's Remarks
B.7.6	[M] The Bidder shall provide cable management as specified.		
B.7.7	[M] The Bidder shall provide front cable management panels as specified.		
B.7.8	[M] The Bidder shall provide a rack with a silent fan system capable of maintaining a minimum airflow noise level of 40 dBA.		
B.7.9	[M] The Bidder shall provide lockable doors and side panels for the rack.		
B.7.10	[M] The Bidder shall provide a Power Distribution Panel with 6 outlets or a 6-outlet surge protector.		
B.7.11	[M] The Bidder shall replace existing rack with the proposed rack		
B.7.12	[M] The Bidder shall provide power outlet with proper trunking if needed.		
B.7.13	[M] The Bidder shall provide brochures for the proposed hardware.		

B.8. 12 PORTS POE SWITCH REQUIREMENTS (2 UNITS)

Clause	Requirement	Compliance (Yes/No/Partial)	Bidder's Remarks
B.8.1	[M] The Bidder shall provide a 100/1000 Mbps managed switch. The Bidder must specify the brand and series and provide the corresponding brochure.		
B.8.2	[M] The Bidder shall provide appliance Brand and Version/Series		Brand: _____ Series: _____
B.8.3	[M] The Bidder shall provide a managed switch with a minimum switching capacity of 176 Gbps		
B.8.4	[M] The Bidder shall provide a managed switch with a minimum of 12 ports		
B.8.5	[M] The Bidder shall provide a managed switch with a minimum of 4 ports of 10G SFP+		
B.8.6	[M] The Bidder shall provide brochures for all proposed hardware		



B.9. 48 PORTS POE SWITCH REQUIREMENTS (1 UNIT)

Clause	Requirement	Compliance (Yes/No/Partial)	Bidder's Remarks
B.9.1	[M] The Bidder shall provide a 100/1000 Mbps managed switch. The Bidder must specify the brand and series and provide the corresponding brochure.		
B.9.2	[M] The Bidder shall provide appliance Brand and Version/Series		Brand: _____ Series: _____
B.9.3	[M] The Bidder shall provide a managed switch with a minimum switching capacity of 176 Gbps		
B.9.4	[M] The Bidder shall provide a managed switch with a minimum of 48 ports		
B.9.5	[M] The Bidder shall provide a managed switch with a minimum of 4 ports of 10G SFP+		
B.9.6	[M] The Bidder shall provide brochures for all proposed hardware.		

B.10. ACCESS POINTS REQUIREMENTS (11 UNITS)

Clause	Requirement	Compliance (Yes/No/Partial)	Bidder's Remarks
B.10.1	[M] The Bidder shall provide the appliance Brand and Version/Series, which shall be compatible with Unifi Wi-Fi U6 Pro or higher / equivalent.		
B.10.2	[M] The Bidder shall provide appliance Brand and Version/Series		Brand: _____ Series: _____
B.10.3	[M] The Bidder shall include wall or ceiling mounting for the equipment as required.		
B.10.4	[M] The Bidder shall include a PoE adapter with the equipment.		
B.10.5	[M] The Bidder shall provide a solution that can be deployed either as a software suite or as a cloud-managed Instant solution.		



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Clause	Requirement	Compliance (Yes/No/Partial)	Bidder's Remarks
B.10.6	[M] The Bidder shall ensure that the proposed Access Points can be managed and analysed centrally, and that a software controller is installed and configured on each school server.		

B.11. CAT6 BACKBONE REQUIREMENTS (2 LOTS)

Clause	Requirement	Compliance (Yes/No/Partial)	Bidder's Remarks
B.11.1	[M] The Bidder must supply and install Category 6 copper cable (not more than 100 meters) and run the cable in PVC conduit (indoor) and terminated using the existing patch cord.		

B.12. VENDOR QUALIFICATIONS

Clause	Requirement	Compliance (Yes/No/Partial)	Bidder's Remarks
B.12.1	[D] Min. 5 years' enterprise network experience; 3 similar Brunei projects.		
B.12.2	[D] Authorised partner for proposed brand.		
B.12.3	[D] Office and support capability in Brunei Darussalam.		

B.13. LABELLING REQUIREMENTS (1 LOT)

Clause	Requirement	Compliance (Yes/No/Partial)	Bidder's Remarks
B.13.1	[M] The Bidder must label the hardware as: COMPANY NAME: CONTACT NO: ASSETID: KHEU/BTM/2025/PO NO/XX/ITEM NO-XX SERIAL NO: DELIVERY DATE: DD/MM/YYYY EXPIRY DATE: DD/MM/YYYY		



B.14. WARRANTY, PROJECT MANAGEMENT & MAINTENANCE SUPPORT REQUIREMENTS (1 LOT)

Clause	Requirement	Compliance (Yes/No/Partial)	Bidder's Remarks
B.14.1	[M] The Bidder shall provide a limited lifetime hardware warranty for all proposed equipment.		
B.14.2	[M] The Bidder shall ensure that installation, configuration, and testing are performed by a certified network engineer.		
B.14.3	[M] The Bidder shall provide an initial one (1) year technical support contract, with an option for extension.		
B.14.4	[M] The Bidder shall provide on-site support for troubleshooting and break-fix services.		
B.14.5	[M] The Bidder shall ensure that all proposed hardware is properly labelled. An inventory list and network topology layout must be accurately documented using editable software.		

B.15. IMPLEMENTATION REQUIREMENTS

Clause	Requirement	Compliance (Yes/No/Partial)	Bidder's Remarks
B.15.1	[M] The Bidder shall conduct detailed site survey & produce LLD document for MORA approval.		
B.15.2	[M] The Bidder shall provide professional installation, rack mounting, and cable management.		
B.15.3	[M] The Bidder shall implement configurations based on approved LLD.		
B.15.4	[M] The Bidder shall execute approved testing plan & provide documented results.		
B.15.5	[M] The Bidder shall provide min. 1-day hands-on training for MORA IT staff.		
B.15.6	[M] The Bidder shall deliver comprehensive as-built documentation.		



Declaration

I, the undersigned, certify that the information provided in this **Technical Compliance Form (Appendix B)** is accurate and complete, and that the proposed solution meets the specifications in **Appendix A** unless otherwise stated in the “Remarks” column. I understand that false or misleading information may result in disqualification or contract termination.

Name	Signature	Position	Company Stamp



Appendix C: Project Plan & Methodology Outline

Instructions: Bidders must complete this outline, providing details on their proposed project plan and methodology. Attach a detailed project schedule (e.g., Gantt chart) as a separate document if necessary.

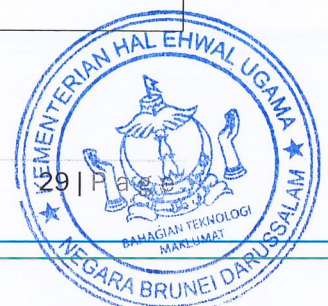
Bidder Name: _____

Section	Requirement / Prompt	Bidder's Response / Approach Description
1. Overall Approach	a. Describe methodology for executing the project across ten (10) sites. b. Clearly distinguish approach for: <ul style="list-style-type: none"> Five (5) Arabic and religious schools – conduct a full site survey, prepare Low-Level Design (LLD), perform detailed testing, add access points based on approved LLD templates, and provide site-specific documentation including implementation checklist and inventory update. 	
2. Project Team Structure	Describe the proposed project team structure, roles, responsibilities and certifications.	
	a. Confirm adherence to 12-week schedule. b. Provide Gantt chart or WBS with key milestones, including:	
3. Project Timeline	Key Milestone 1: Project Kick-off	Proposed Date:
	Key Milestone 2: Site Survey & LLD Approval (Site Visit sites)	Proposed Date:
	Key Milestone 3: Equipment Delivery	Proposed Date:
	Key Milestone 4: Installation & Configuration	Proposed Date:
	Key Milestone 5: Testing and Commissioning	Proposed Date:
	Key Milestone 6: Documentation handover	Proposed Date:
	Key Milestone 7: Project Closure	Proposed Date:

RASMI TIER 1A

REFERENCE NUMBER: 10/KHEU/BTM/2/RFP/2025: THE SUPPLY, DELIVERY, INSTALLATION, SETUP, CONFIGURATION, TESTING AND MAINTENANCE FOR CABLING AND NETWORK ACCESSORIES AT ARABIC AND RELIGIOUS SCHOOLS, MINISTRY OF RELIGIOUS AFFAIRS

Section	Requirement / Prompt	Bidder's Response / Approach Description
4. Site Survey & Design (Site Visit Locations only)	<ul style="list-style-type: none"> Methodology for conducting surveys. Contents of LLD (topology, VLAN, IP schema, cabling, rack layout, migration). 	
5. Installation Methodology	<ul style="list-style-type: none"> Approach to installation, rack mounting, cabling (all sites). Note distinction between Site Visit and Replacement sites. 	
6. Configuration Methodology	<ul style="list-style-type: none"> Site Visit sites: based on approved LLD. Replacement sites: based on LLD templates, checklist, inventory update. 	
7. Migration Strategy	<ul style="list-style-type: none"> Approach to replacing legacy switches with minimal downtime. 	
8. Risk Management	<ul style="list-style-type: none"> Identify key risks (delivery delays, compatibility, downtime). Propose mitigation strategies. 	Risk 1: Mitigation:
		Risk 1: Mitigation:
		Risk 1: Mitigation:

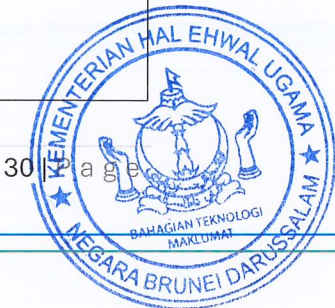


Section	Requirement / Prompt	Bidder's Response / Approach Description
9. Project Management	<ul style="list-style-type: none">Communication plan, reporting frequency, escalation process.	

Declaration

I, the undersigned, certify that the Project Plan and Methodology outlined herein is accurate, feasible, and represents our proposed approach for the successful and timely execution of this project.

Name	Signature	Position	Company Stamp



Appendix D: Training & Documentation Plan Outline

Instructions: Bidders must complete this outline, providing details of the training and documentation deliverables for the switches and network infrastructure upgrade project at multiple Arabic and religious schools locations. The plan should be tailored to meet the needs of both MoRA IT Division staff and the designated IT focal personnel at the respective departments.

Bidder Name: _____

TRAINING PLAN

Section	Requirement / Prompt	Bidder's Response / Deliverable Description
1	Confirm commitment to provide a minimum of 1 day of hands-on training for MORA IT staff (spec 15.5).	Confirm Yes/No. Specify proposed duration if longer.
2	Outline the proposed training curriculum, ensuring it covers configuration, management, troubleshooting, security, performance optimisation, and routine maintenance (spec 15.5).	Provide high-level curriculum outline.
3	Describe the proposed training methodology (e.g., classroom sessions, hands-on labs, demonstrations).	
4	Provide details on the qualifications and experience of the proposed trainer(s).	
5	Specify the proposed location for the training (e.g., MORA premises, Bidder's facility).	
6	Confirm that training materials will be provided in both electronic and printed formats (spec 15.5). Describe the nature of the materials (e.g., manuals, lab guides).	



DOCUMENTATION PLAN

Section	Requirement / Prompt	Bidder's Response / Deliverable Description
1	Five (5) Arabic and religious School Locations: Confirm delivery of full site-specific documentation, including approved Low-Level Design (LLD), network diagrams, rack layouts, VLAN/IP schema, configuration backups, test reports, migration records, implementation checklists (port mapping, cabling reuse, configuration snapshots), and updates to centralised documentation.	
2	Provide details on final documentation package contents for all sites (combined inventory list, master diagrams, operational guides).	
3	Confirm all documentation will be provided in editable formats (e.g., Microsoft Visio, Word, Excel) and softcopy via USB or secure file transfer.	
4	State timeline for submission of final documentation package relative to project completion.	

Declaration

I, the undersigned, certify that the Documentation Plan outlined herein is accurate, complete, and will be implemented as part of the project deliverables in accordance with the RFP requirements.

Name	Signature	Position	Company Stamp



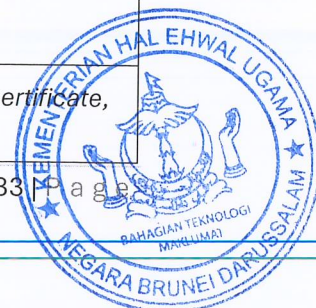
Appendix E: Vendor Qualification Form

REFERENCE NUMBER: 10/KHEU/BTM/2/RFP/2025

Instructions: Bidders must complete this form, providing evidence and details to demonstrate compliance with the vendor qualification requirements. Attach supporting documents as necessary (e.g., certificates, reference letters).

Bidder Name: _____

Req. ID	Requirement Description	Bidder's Response / Evidence Provided
E.1 Experience		
E.1.1	Minimum 5 years' enterprise network experience.	Years of Experience:
		<i>Provide company registration date or similar evidence.</i>
E.1.2	Details of at least 3 similar network implementation projects completed in Brunei within the last 5 years.	<i>Provide project names, clients, brief scope, completion dates. Attach reference letters if available.</i>
		Project: Client: Scope: Completion: Date:
		Project: Client: Scope: Completion: Date:
		Project: Client: Scope: Completion: Date:
		Project: Client: Scope: Completion: Date:
E.2 Manufacturer Partnership		
E.2.1	Authorised partner/reseller status for proposed brand(s).	Proposed Brand(s):
		Partnership Level:
		<i>Attach proof of partnership (e.g., certificate, letter).</i>



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Req. ID	Requirement Description	Bidder's Response / Evidence Provided
E.3 Local Presence		
E.3.1	Established office and technical support capability within Brunei Darussalam.	No. of technical staff stationed locally:
		Provide details of organisational chart, list of support engineers.
E.4 Certified Personnel		
E.4.1	Installation, configuration, and testing by certified network engineers (Cisco CCNA/CCNP, Aruba ACSP/ACMP, or equivalent)	Confirm Yes/No
E.4.2	List names, roles, certifications	List key team members, their roles, and relevant certifications. Attach copies of certificates if requested.
		Name: Role: Certification:
		Name: Role: Certification:
		Name: Role: Certification:

Declaration

I, the undersigned, certify that all information provided in this Vendor Qualification Form is accurate and truthful, and that supporting documents are available for verification upon request.

Name	Signature	Position	Company Stamp



Appendix F: Vendor Information Form

REFERENCE NUMBER: 10/KHEU/BTM/2/RFP/2025

Instructions: Please complete the details in Part A and Part B below.

PART A: COMPANY/CONTRACTOR DETAILS

Details	Information
Company Name / Contractor (As written in the Certificate of Registration 16/17 or Form X)	
Company Premise Address	
Postal Address (If different from above)	
Company Manager Name	
Identity Card No. and Citizenship	
Email Address	
Office Phone No.	
Home Phone No.	
Mobile Phone No.	

PART B: OFFER DETAILS

Details	Information
Offer Validity Period (Minimum 90 days)	
Validity Period:	
Validity Start Date:	Validity End Date:

Declaration

I, the undersigned, certify that all company and offer validity information provided in this form is accurate and up-to-date.

Name	Signature	Position	Company Stamp



Appendix G: Total Cost of Ownership (TCO) Breakdown Form

REFERENCE NUMBER: 10/KHEU/BTM/2/RFP/2025

Instructions: Bidders must complete this TCO submission form in full. All cost components must be quoted in Brunei Dollars (BND) and inclusive of all applicable charges. Incomplete submissions may be disqualified.

Section A: Vendor and Solution Details

Item	Description
Vendor Name	:
Product Brand & Model	:
Proposed Quantity of Switches	: 48-port: 24-port:
Warranty Duration	:
Type of Switch	: Layer 2 <input type="checkbox"/> Layer 3 <input type="checkbox"/> Managed <input type="checkbox"/> Unmanaged <input type="checkbox"/>
Platform	: On-premises <input type="checkbox"/> Cloud-managed e.g. Aruba Central <input type="checkbox"/>

Section B: Total Cost of Ownership (TCO) – 3 to 5 Years Horizon

Category	Cost (BND)		
	Initial 3-Year Term	Optional Year 4	Optional Year 5
1. Capital Costs (CapEx)			
a. Hardware (switches, SFPs, racks, patch panels, accessories)		-	-
b. Initial software licensing (if any)		-	-
c. Installation & configuration services		-	-
2. Operational Costs (OpEx)			
a. Annual support and maintenance			

RASMI TIER 1A

REFERENCE NUMBER: 10/KHEU/BTM/2/RFP/2025: THE SUPPLY, DELIVERY, INSTALLATION, SETUP, CONFIGURATION, TESTING AND MAINTENANCE FOR CABLING AND NETWORK ACCESSORIES AT ARABIC AND RELIGIOUS SCHOOLS, MINISTRY OF RELIGIOUS AFFAIRS

Category	Cost (BND)		
	Initial 3-Year Term	Optional Year 4	Optional Year 5
b. Recurring licence/subscription fees (if applicable)			
3. Other Costs			
a. Training / knowledge transfer		-	-
b. Documentation		-	-
TOTAL ESTIMATED TCO			

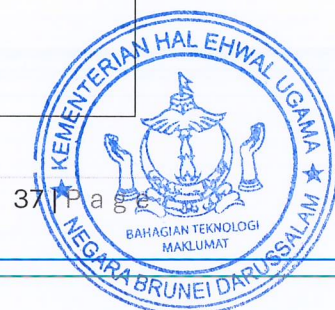
Section C: Additional Notes (if any)

(Vendor may provide additional details on service levels, upgrade paths, assumptions, exclusions, etc.)

Declaration

I, the undersigned, certify that the above submission accurately represents the total expected cost for the initial three (3) year period and the separately priced optional years (Year 4 and Year 5), and includes all relevant charges for the solution proposed.

Name	Signature	Position	Company Stamp



Appendix H: Declaration of Willingness Form

REFERENCE NUMBER: 10/KHEU/BTM/2/RFP/2025

To:

Head of the Information Technology Division,
Information Technology Division,
2nd Floor, Ministry of Religious Affairs Building,
Jalan Dewan Majlis, Berakas BB 3910,
Brunei Darussalam.

(Attn: Corporate Services)

Dear Sir/Madam,

RE: SUPPLIER'S LETTER OF COMMITMENT FORM

We, the undersigned, hereby certify and confirm that our company,

agrees to the quoted price of BND _____ for the **supply, delivery, installation, setup, configuration, testing, and maintenance for cabling and network accessories** under proposal number **10/KHEU/BTM/2/RFP/2025: The Supply, Delivery, Installation, Setup, Configuration, Testing and Maintenance for Cabling and Network Accessories at Arabic and Religious Schools, Ministry of Religious Affairs.**

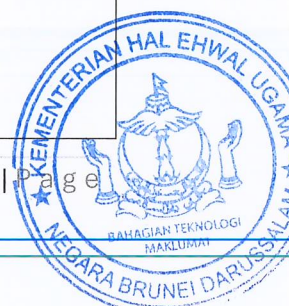
We further declare that:

- The quoted price covers the initial **three (3) year contract term**, inclusive of all deliverables and services specified in the RFP.
- Indicative, separately itemised pricing for the optional **Year 4 and Year 5 extensions** has been provided in Appendix G (TCO Breakdown Form), for the Ministry's reference and consideration at its sole discretion.
- We accept the Ministry's right to evaluate proposals based on **best value for money** over the entire life cycle, and not solely on lowest initial price.
- We agree to comply with all technical, commercial, contractual, and legal requirements set forth in the RFP and its appendices.

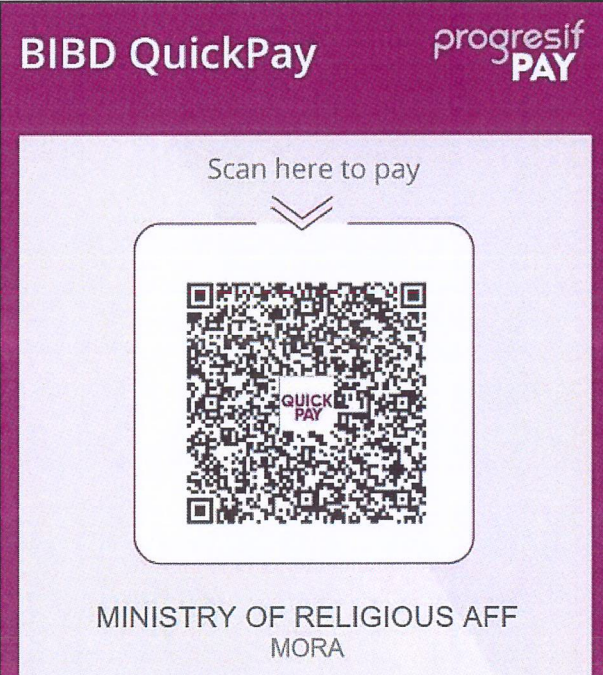
Declaration

I, the undersigned, certify that the information provided above is true and correct, and that our company is willing and committed to fulfil the obligations of this proposal if awarded.

Name	Signature	Position	Company Stamp



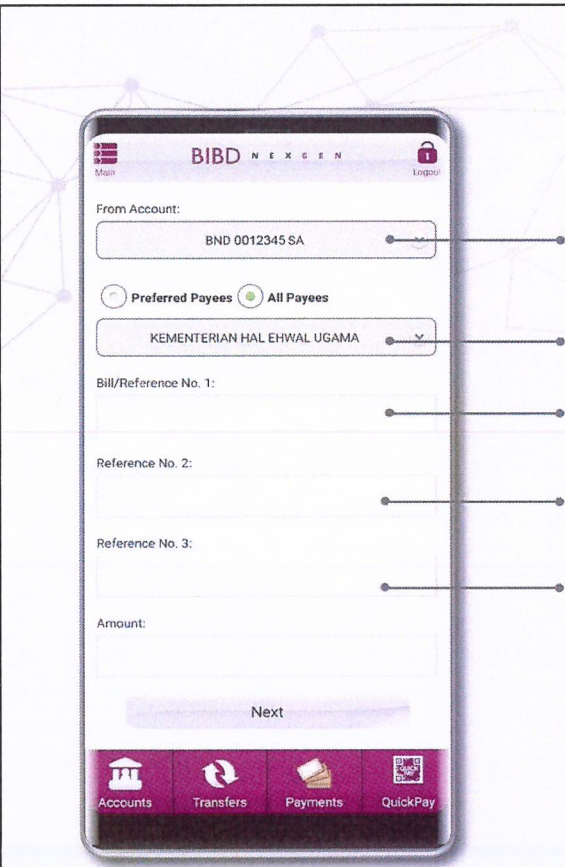
Appendix I: BIBD Online Payment Instructions (BND 5.00)



Bill/Reference No.1

Kod	Tajuk Hasil
H1	Lembaga Tawarn Kecil (LTK)
H2	Jawatankuasa Sebutharga (JKS)
H3	Pengesahan Penyata Gaji
H4	Sewa Tempat / Bangunan Kerajaan
H5	Penghapusan
H10	Lain-lain Hasil Pendapatan

Kod	Pembayaran Balik
P1	Gaji / Elaun
P2	Lain-lain Pembayaran



Step 1:
Login to BIBD NEXGEN Wallet and select **Payment Services / Donations**

Step 2:
Select **Bill Payment**

Step 3:
Select **Transfer from account**

Step 4:
Select **All Payee** - Kementerian Hal Ehwal Ugama

Step 5:
Bill/Reference No.1, key in **Kod Tajuk Hasil** (H1, H2) atau **Kod Pembayaran Balik** (P1, P2)

Step 6:
Reference No.2, key in **No. Tender / No. Quotation / Bil. Rujukan / No. Bilangan / Nama dan no. K/P / Tarikh dan Jam**

Step 7:
Reference No.3, key in **Nama dan No. K/P / Nama Syarikat / No. Telefon**

Step 8:
Key in **amount** to be paid

Step 9:
Select **Next** to complete your transaction

Note:
BIBD NEXGEN Wallet v3.9.4

Checklist for Submission of Offer

REFERENCE NUMBER: 10/KHEU/BTM/2/RFP/2025

(Please tick (✓) the relevant items only.)

- ☐ Original Offer Form.
- ☐ Copy of Business Registration Certificate (Forms 16 & 17 or Form X).
- ☐ Copy of Company Owner's Smart Card.
- ☐ Copy of Manager's Smart Card (if applicable).
- ☐ Letter of Confirmation / Appointment of Company Manager by the Company Owner (if applicable).
- ☐ Copy of Certificate of Tax Compliance for Sdn Bhd (Sendirian Berhad) registered companies.
- ☐ Copy of Annual Returns Statement and Annual General Meeting (AGM) Report for Sdn Bhd registered companies.
- ☐ List of Local Employees (Local Content) and Foreign Workers (Foreigner Content).
- ☐ Copy of Company Certificate for Employees Trust Fund (TAP & SCP).
- ☐ Copy of the **LATEST** Employees Trust Fund Contribution Statement under the company's responsibility (for each contract, daily wage, and temporary worker).
- ☐ Proof of Quotation / Tender Fee Payment Receipt or online confirmation.
- ☐ Equipment / Goods / Services Brochure



LIST OF SCHOOLS		QUANTITY
1. Sekolah Ugama Arab Menengah Perempuan Raja Isteri Pengiran Anak Hajah Saleha (SU AMRIPAHS)		
1.1	Network Point	6 Pts.
1.2	Structured Cabling	1 Lot
1.3	Fiber Optic Cabling	1 Lot
1.4	10G SFP+ Transceiver	2 Nos.
1.5	Wall Mounted Rack	1
1.6	12 Ports POE Switch	1
1.7	48 Ports POE Switch	1
1.8	Access Point	3
2. Sekolah Ugama PAP Amal Umi Kalthum Al-Islam, Mulaut (SU PAPAUKAI)		
2.1	Network Point	6 Pts.
2.2	Access Point	5
2.3	12 Ports POE Switch	1
3. Sekolah Arab Belait		
3.1	Network Point	4 Pts.
3.1	Access Point	3
4. Sekolah Ugama Bendahara Lama		
4.1	CAT6 backbone	1 Lot
5. Sekolah Ugama PAP Masna		
5.1	CAT6 backbone	1 Lot

