

# Annex A: Specifications and Compliance Sheet

Vendors are required to fill in the 'For Vendors to complete' section

B DFA/Q/0014/2025

**Note: The Specifications and Compliance Sheet must be signed and stamped**

Item	Descriptions	Product Specifications		
		Features / Specifications	For Vendors to complete	
			Comply (Yes / No)	State Your Proposal
1	Employee Workmen Compensation	<b>Workmen's Compensation:</b>		
		- Death		
		- Permanent Disablement		
		<b>Personal Accident (outside working hours):</b>		
		- Death		
		- Permanent Disablement		
		<b>Medical Hospitalization &amp; Surgical Expenses:</b>		
		- Accident		
		- Excess		
		Daily Hospital Income Benefit		
		Repatriation Compassionate Benefit		
		Territorial Limits: Brunei Darussalam		
		<b>Applicable:</b>		
		- Local Employee		
		- Foreign Employee		
		<b>In the event an employee resigns within the insured period, the remaining premium shall be handled as follows (subject to the insurance provider's policy terms and conditions):</b>		
		- Refunded		
		- Calculated on a prorated basis		
		- Transferred / substituted to cover a newly hired employee		
		<b>Additional Coverage:</b>		
		Coverage may be extended to include up to an additional 24 employees, bringing the total coverage ceiling to 118 employees. The additional coverage shall be charged at the same fixed rate and shall remain valid for one (1) year from the quotation date.		
		<b>Any Additional Fees:</b>		
		- Stamp Duty		
- Others				
Any Additional Coverage Offered (to be stated in a separate sheet, if applicable)				
To provide brochure if available				

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		Features / Specifications	For Vendors to complete	
			Comply (Yes / No)	State Your Proposal
1	Employee Workmen Compensation	<b>Procurement Requirement</b>		
		<b>Quantity:</b> 94 employees		
		<b>Delivery Period:</b> 1 <sup>st</sup> December 2025 or earlier		
		<b>Rate Validity:</b> Minimum 3 months (state number of months)		
		Insurance Rate per Employee in Brunei Dollars (BND)		
		Total Insurance Rate in Brunei Dollars (BND)		