

Annex A: Specifications and Compliance Sheet

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

BDFA/Q/0001/2026

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	Water Dispenser	Type: Free-Standing with Top Loading		
		Water Temperatures: Hot, Cold (Room Temperature is Optional)		
		Bottles Compatibility: Suitable for 19L Bottles		
		Safety Feature: Child-safety lock for hot water tap		
		Energy Efficiency: Energy-saving (Optional)		
		Quantity: 6 units		
		HQ Deployment: 5 units (Level 1, 2, 3, 3M and 4)		
		Belait Branch Deployment: 1 unit (Ground Floor)		
		Breakdown Support: Response time to be stated		
		Replacement Unit: To be provided		
		Relocation: Vendor responsible for internal transfers		
		End-of-lease: Vendor responsible for recollection		
		Documentation: To provide clear picture of proposed model		
		Availability: In-stock		
2	Water Bottles	Lease Period: 1 year (April 2026 until March 2027)		
		Lease Unit Price: To be stated		
		Lease Total Price: To be stated		
		Any Additional Charge: To be stated if applicable		
		Types of Water: Mineral Water, Distilled Water or Purified Water (state clearly)		
		Capacity: 19L		
		Safety Seal: Tamper-evident cap		
		Quantity: 636 bottles per year		

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		Any Additional Charge			
3	Delivery and Logistic	Manual Delivery: Shall be delivered manually to all floor to Level 1 (Ground Floor), Level 2, Level 3, Level 3M and Level 4 as BDFA HQ building has no elevator			
		Belait District Delivery: Shall be delivered to the Belait Branch Office			
		Delivery Documentation: Invoice and Delivery Order (DO) for each delivery			
		Vendor Contract: To provide contact person			
Price Validity: Minimum 3 months (state number of months)					
Price Escalation: The quoted prices shall be fixed for a period of twelve (12) months.					
Delivery Period: April 2026					
Grand Total					