

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 | | |
| | | 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 | | |
| 2 | Water Bottles | Types of Water: Mineral Water, Distilled Water or Purified Water (state clearly) | | |
| | | Capacity: 19L | | |
| | | Safety Seal: Tamper-evident cap | | |
| | | Quantity: 636 bottles per year | | |
| | | Availability: In-stock | | |
| | | Delivery Frequency: Monthly | | |
| | | Quantity Flexibility: Adjustable based on actual consumption | | |
| | | Unit Price | | |
| | | Total Price | | |

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| 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 | | | | |