

Annex A: Specifications and Compliance Sheet

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

BDFA/Q/0003/2026

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

Item	Descriptions	Product / Service Specifications		
		Features / Specifications	For Vendors to complete	
			Comply (Yes / No)	State Your Proposal
1	Site Visit	The contractor shall carry out "site visit" inspection and take into account all aspects and conditions of the site before submitting quotation.		
2	Required Documentations	Vendor must submit together all documents requirement and shall be strictly adhered to prior to any consideration. Valid Registration Certificate from Ministry of Development and Departmental of Electrical Services		
		Class 2 and above		
		P01		
		P03		
		P04		
		P05		
		P07		
		E01		
3	Counter Closed Sign	Item: Acrylic Countertop Sign Holder		
		Type / Style: L-shape, flat rectangular display		
		Placement: Reception counter / tabletop		
		Material: Clear acrylic		
		Thickness: 2–3 mm		
		Size (Insert): A6 (105 mm × 148 mm)		
		Orientation: Portrait (<i>landscape acceptable if required</i>)		
		Colour: Transparent / clear		
		Display: Single-sided		
		Insert: Printed notice		
		Wording on Insert: "COUNTER CLOSED" (uppercase, bold)		
		Insert Type: Removable / replaceable paper insert		
		Finishing: Smooth edges, professional finish		
		Design: Artwork to be submitted for approval before fabrication		
		Quantity: 1 unit		
4	Counter Signage	Unit Price		
		Total Price		
		Material: Acrylic		
		Acrylic Type: Cast acrylic (preferred for clarity and durability)		

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			Comply (Yes / No)	State Your Proposal
4	Counter Signage	Thickness: 3–5 mm		
		Shape: Rectangular		
		Edges: Smooth / polished edges		
		Finishing: Matte or gloss (matte recommended to reduce glare)		
		Size: 400 mm (W) × 200 mm (H)		
		Base Colour: Teal		
		Text Colour: White (high contrast and readability)		
		Text Style: Uppercase, bold, sans-serif font		
		Fixings: Stainless steel fittings		
		Hanging Method:		
		Stainless steel wire cables or rods		
		Adjustable length		
		Double-point		
		Suspension (left & right) for stability		
		Viewing Direction: Double-sided print (front & back)		
		Height Clearance: Installed at safe head-clearance level		
		Indoor Use: Yes		
		Wording: "RECEPTION COUNTER" (uppercase, bold)		
		Design: Artwork to be submitted for approval before fabrication		
		Quantity: 1 unit		
5	Supply and Install Door Signage	Size: 300mm x 100mm		
		Fonts: Helvetica Neue LT Pro		
		Material: Cut-out blue sticker with stainless steel bolt on 5mm clear acrylic		
		Location:		
		Administrative Room – 1 unit		
		Training Room – 1 unit		
		Office Room 1 – 1 unit		
		Consultation Room – 1 unit		
		Storage Room – 1 unit		
		Office Room 2 – 1 unit		
		Prayer Room – 1 unit		
		Manager's Room – 1 unit		
		Meeting Room – 1 unit		

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			Comply (Yes / No)	State Your Proposal
5	Supply and Install Door Signage	Design: Artwork to be submitted for approval before fabrication		
		Quantity: 9 units		
		Unit Price		
		Total Price		
6	Opening & Closing Hours Signage	Location: Installed on the external fence, facing outward towards incoming visitors		
		Position: Positioned at eye level and clearly visible from the gate entrance		
		Size: Approx. 600 mm (W) x 450 mm (H) (Final size to be confirmed based on fence layout and visibility requirements)		
		Type: Outdoor fixed signboard		
		Material: Aluminium composite panel (ACP) OR powder-coated aluminium		
		Finishing: Matte / anti-glare finish		
		Weather Resistance: UV-resistant, rust-proof, suitable for outdoor conditions		
		Colour: High-contrast (e.g. dark text on light background)		
		Font Size:		
		Readable from at least 3–5 meters		
		Simple, professional, and easy to read		
		Wordings: Include office name, BDFA logo, opening and closing hours		
		COUNTER SERVICE HOURS		
		Monday to Thursday 8:15am – 11:30am 1:45pm – 4:00pm		
		Friday 8:15am – 11:30am 2:30am – 4:00pm		
		Saturday, Sunday and Public Holiday (Closed)		
7	BDFA External Wall Signage	Design: Artwork to be submitted for approval before fabrication		
		Quantity: 1 unit		
		Unit Price		
		Total Price		
		Location: Outside of the building		
		Design: Follow existing BDFA Logo		
		Shape: Rectangular		
		Edges: Smooth, sealed edges		

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			Comply (Yes / No)	State Your Proposal
7	BDFA External Wall Signage	Size: 7 feet (L) x 3.5 feet (W)		
		Material:		
		Aluminum composite panel (ACP) or aluminum sheet		
		Weather-resistant and corrosion resistant, suitable for outdoor use		
		Thickness: minimum 3mm		
		Finishing:		
		Surface: UV-resistant paint or laminated finish		
		Colour: As per BDFA corporate colour (BD in orange and FA in blue munsell)		
		Lettering: Cut-out acrylic letters or raised 3D lettering		
		Thickness: 5-10mm		
		Logo: BDFA logo to official proportion and colour		
		Mounting & Installation:		
		Wall-mounted using stainless steel brackets / concealed fixings		
		Securely fixed to withstand wind and weather conditions		
		Durability and Safety:		
		Suitable for outdoor exposure (rain, heat and UV)		
		No sharp edges, clean and professional finish		
		Installer to ensure no damage to existing wall structure		
		Compliance: Installation to comply with local authority and building regulations		
		Wording: Uppercase and bold		
		Logo: BDFA, BRUNEI DARUSSALAM FOOD AUTHORITY and include jawi words		
		Design: Artwork to be submitted for approval before fabrication		
		Quantity: 1 unit		
		Unit Price		
		Total Price		
8	BDFA External Roadside Signage	Location: In front of the gate		
		Material: Aluminium composite panel (ACP) or weather-resistant acrylic		
		Panel Thickness:		
		ACP: 3–4 mm		
		Acrylic: 5–8 mm		
		Shape: Rectangular		
		Finishing: Weather-resistant, UV-protected		

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			Comply (Yes / No)	State Your Proposal
8	BDFA External Roadside Signage	Edges: Smooth, sealed edges		
		Size: 8 feet (L) x 4 feet (W)		
		Base Thickness: 6 inches		
		Brunei Darussalam Food Authority (English): 10mm buildup black acrylic		
		Brunei Darussalam Food Authority (Jawi): 10mm buildup black acrylic		
		BDFA: 10mm buildup painted acrylic		
		Colour: BD in orange and FA in blue munsell		
		Wording: BDFA, BRUNEI DARUSSALAM FOOD AUTHORITY and include jawi words		
		Approval: Inclusive of getting approval from ABCI with processing fees		
		Design: Artwork to be submitted for approval before fabrication		
		Quantity: 1 unit		
		Unit Price		
		Total Price		
9	Supply and Install Air-condition	Type: Split unit		
		Horsepower: 1.5 HP		
		Installation: Provide new power point, wiring, drain pipe and other fittings		
		Location: Ground Floor, Administrative Room		
		Warranty: 1 year		
		Quantity: 1 unit		
		Unit Price		
10	Supply and Install Double Gang Power Socket include Accessories and Testing	Socket & Wiring Power Socket:		
		Type: Double-gang switched power socket		
		Rating: 13A, 250V AC		
		Standard: Comply with BS / IEC standards		
		Finishing & Colour: White or light natural colour		
		Mounting: Flush-mounted (or surface-mounted if applicable)		
		Wiring:		
		Cable Type: PVC insulated copper cable		
		Conduit: PVC conduit concealed within wall / trunking where required		
		Earthing: Proper earthing provided in accordance with local electrical regulations		
		Accessories:		
		Back boxes suitable for double-gang outlets		
		Faceplates securely fixed and aligned		

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			Comply (Yes / No)	State Your Proposal
10	Supply and Install Double Gang Power Socket include Accessories and Testing	Installation & Safety:		
		Installation by competent / licensed electrical		
		All works to comply with local authority electrical regulations		
		Testing and commissioning to be carried out prior to handover		
		Location:		
		Administrative Office – 3 units		
		Training Room – 1 unit		
		Consultation Room – 1 unit		
		Office Room 1 – 3 units		
		Office Room 2 – 4 units		
		Manager Room – 2 units		
		Reception – 2 units		
		Kiosk Area – 1 unit		
		Quantity: 17 units		
		Price Unit		
		Total Price		
11	Supply and Install Window Blinds	Fabric Type: Zebra / Day & Night fabric (alternating sheer and opaque stripes)		
		Material Composition: Polyester fabric with UV-resistant surface		
		Custom-made: To suit actual window measurements		
		Drop Length: As per window height		
		Roller Tube: Aluminium		
		Control Chain & Colour: Plastic or metal, white or grey		
		Mounting Brackets: Metal brackets with cover		
		Installation Type: Wall-mounted or ceiling mounted		
		Location & Quantity & Size:		
		GROUND FLOOR		
		Common Area 1: 2 nos		
		Size:		
		150cm (H) x 59cm (W)		
		150cm (H) x 59cm (W)		
		Common Area 2: 2 nos		
		Size:		
		120cm (H) x 151cm (W)		
		120cm (H) x 59cm (W)		
		Training Room: 4 nos		

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			Comply (Yes / No)	State Your Proposal
11	Supply and Install Window Blinds	Size:		
		150cm (H) x 59cm (W)		
		150cm (H) x 59cm (W)		
		150cm (H) x 59cm (W)		
		150cm (H) x 59cm (W)		
		Filing Room: 2 nos		
		Size:		
		150cm (H) x 59cm (W)		
		150cm (H) x 59cm (W)		
		Office Room 1: 1 nos		
		Size: 150cm (H) x 59cm (W)		
		Pantry: 2 nos		
		Size:		
		150cm (L) x 120cm (H)		
		150cm (L) x 120cm (H)		
		Administrative Room: 1 nos		
		Size: 150cm (H) x 59cm (W)		
		LEVEL 1		
		Surau: 1 nos		
		Size: 180cm (L) x 148cm (H)		
		Office 2: 2 nos		
		Size:		
		180cm (L) x 148cm (H)		
		119cm (L) x 148cm (H)		
		Common Area: 3 nos		
		Size:		
		182cm (L) x 120cm (H)		
		182cm (L) x 120cm (H)		
		180cm (L) x 149cm (H)		
		Manager Room: 1 nos		
		Size: 180cm (L) x 148cm (H)		
		Pantry: 1 nos		
		Size: 178cm (L) x 146cm (H)		
12	Supply and Install Frosted Sticker	Film Type: Frosted vinyl / frosted glass film		
		Finish: Matte / frosted		
		Thickness: Standard commercial grade		
		Adhesive: Self-adhesive, bubble-free application		
		Colour: Frosted white / translucent		

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			Comply (Yes / No)	State Your Proposal
12	Supply and Install Frosted Sticker	Visibility: Allows natural light while providing privacy		
		Pattern: Plain frosted		
		Dimension: To be confirmed after site measurement		
		Coverage: Full panel or partial (as required)		
		Use: Indoor application		
		Maintenance: Easy to clean, non-yellowing		
		Lifespan: Minimum 3–5 years (subject to manufacturer)		
		Scope of Works:		
		Site measurement		
		Supply of frosted film		
		Surface preparation installation		
		Finish Quality: Clean edges, no air bubbles		
		Location:		
		Office Room 1		
		Filing/Storage Room		
		Quantity: 2 lots		
13	Supply and Install Fire Extinguishers	Type: CO2		
		Quantity: 3 nos		
		Unit Price		
		Total Price		
		Type: Dry Powder		
		Quantity: 3 nos		
		Unit Price		
		Total Price		
14	Fire Blanket	Install: To be mounted on the wall		
		Size: 6 feet x 6 feet		
		Quantity: 2 units		
		Unit Price		
		Total Price		
15	To carry out dismantling and removal works of the existing zinc store outside the building, improve site layout and provide additional parking	To dismantle the existing structure and properly organise, label, and store the dismantled materials for future reinstatement.		

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15	To carry out dismantling and removal works of the existing zinc store outside the building, improve site layout and provide additional parking	Carry out controlled dismantling of the existing zinc-type store structure		
		Dismantle components carefully to avoid damage		
		No disposal of dismantled materials		
		To dismantle the existing structure and properly organise, label, and store the dismantled materials for future reinstatement.		
		Label, bundle, and secure dismantled materials		
		Stack and store materials neatly at a designated storage area		
		Protect materials from weather damage and corrosion		
		Use appropriate PPE during dismantling works		
		Secure work area and maintain safe access at all times		
		Maintain clear access and safe housekeeping at storage location		
		Quantity: 1 lot		
		Unit Price		
		Total Price		
16	Painting Work on Additional 2 Parking Space	Paint Type: Road marking paint (thermoplastic or traffic-grade acrylic)		
		Colour: White (or as per existing car park markings)		
		Finishing: Non-slip, weather-resistant		
		Durability: Suitable for outdoor use		
		Marking: To mark and paint two (2) additional car parking bays near existing garage		
		Repaint: To repaint all existing car park line markings		
		Quantity: 1 lot		
		Unit Price		
		Total Price		
17	First Aid Box	Type: A Box		
		Checklist: Treatment Record Form and Inventory Checklist		
		Compliance: Must be compliance with SHENA First Aid Regulation 2021		
		Content Inside First Aid Box: Refer to SHENA First Aid Regulation 2021		
		Quantity: 1 lot		
		Unit Price		
		Total Price		

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			Comply (Yes / No)	State Your Proposal
18	Supply and Install Wall Signage	Material:		
		5mm clear acrylic with full graphic reversed		
		Reversed printing with 4 nos advertising stud		
		Size: 420mm (L) x 297mm (H) (A3 size in landscape position)		
		Quantity: 2 unit		
		Unit Price		
		Total Price		
Price Validity: Minimum 3 months (state number of months)				
Delivery Period: 2 nd March 2026				
Itemized Purchase (Item-Based Award) Vendors are required to submit itemized pricing for each item quoted. BDFA reserves the right to award the quotation in whole or by individual item(s).				
Grand Total				