

BILL OF QUANTITIES (BOQ)

RFQ Reference: BDFA/Q/0016/2026

RFQ Title : Minor Renovation for BDFA KB Branch Office

A. GENERAL REQUIREMENT

The Contractor shall verify all dimensions, quantities and site conditions during the mandatory site visit before submitting the quotation.

- **Mandatory site measurement:** The Contractor shall physically inspect the site and take all necessary measurements, dimensions and verify the site conditions prior to submitting the quotation. The Contractor shall be responsible for ensuring that the quantities, dimensions and measurements stated in their quotation are accurate and sufficient for the complete execution of the works.
- **Pricing basis:** Unless otherwise stated, each rate shall include materials, labour, transport, delivery, unloading, plant/tools, access equipment, fixing materials, testing, commissioning, making good, removal of waste and all incidental works necessary for a complete and functional installation.
- **Measurement and quantities:** The Contractor shall state the actual measured dimensions/quantity. The quoted rate shall be based on the verified site condition.
- **Existing services:** The Contractor shall identify and protect existing electrical, plumbing, structural and other services before drilling, cutting, excavation or installation. Any damage caused by the Contractor shall be made good at the Contractor's cost.
- **Shop drawings and samples:** The Contractor shall submit proposed shop drawings, material specifications, finishes, colours and samples where applicable for BDFA's review before fabrication/installation.
- **Permits and statutory requirements:** The Contractor shall obtain/comply with all permits, registrations, safety requirements and applicable requirements of the relevant Brunei authorities within the scope of the works.
- **Workmanship and protection:** The Contractor shall protect existing finishes, furniture, equipment and occupied areas during the works and reinstate any affected surfaces.
- **Testing and commissioning:** All installed electrical, mechanical, lighting, ventilation, air-conditioning and other systems shall be tested and commissioned. Test results/certificates shall be provided where applicable.
- **As-built / handover:** Upon completion, the Contractor shall provide relevant warranties, product manuals, test/commissioning records and as-built information showing final locations/dimensions of installed works.
- **Completion:** The works shall be fully completed, cleaned and ready for use by the agreed completion date stated in the Contract / Purchase Order.

B. CONTRACTOR DOCUMENTS

No.	Requirement	Contractor to Submit / Confirm
1	Valid Registration Classes from the Ministry of Development and Department of Electrical Services (DES), Class 2 and above.	Yes / No; attach copy
2	KA01 – General Civil Engineering Works	Yes / No; attach copy
3	B01 – Building Works	Yes / No; attach copy
4	E01 – Electrical Wiring Installation	Yes / No; attach copy

C. BILL OF QUANTITIES AND TECHNICAL SPECIFICATIONS

Note: The Contractor shall verify all quantities, dimensions, measurements, and site conditions during the site visit prior to submitting the quotation. The quantities stated in the Bill of Quantities (BOQ) are provided for quotation purposes only and shall not be relied upon as the sole basis for pricing where actual site measurements are required. The Contractor shall be responsible for taking and verifying all necessary measurements to ensure that the quotation covers the complete scope of works.

Item	Description of Works	Details / Scope of Work	Qty	Unit Rate (BND)	Amount (BND)
1.1	Aluminium Frame Glass Partition and Door	Supply and install aluminium-framed tempered safety glass partition and doors, including double-swing tempered safety glass doors, aluminium frames, floor springs, door handles, locks, hinges, floor-mounted door stoppers, half-height frosted sticker/film to the glass panels and doors and all necessary hardware, accessories, fixing and installation works. Glass Treatment: Half frosted sticker/film, neatly applied to the designated portion of the glass, including all necessary materials, cutting, application and finishing. Aluminium Frame Color: Black Approx. Dimension: 140cm (L) x 223.5cm (H) Location 1: Ground floor, lobby next to staircase.	1 lot		
1.2	Aluminium Frame Glass Partition and Door	Supply and install aluminium-framed tempered safety glass partition and doors, including single swing tempered safety glass doors, aluminium frames, floor springs, door handles, locks, hinges, floor-mounted door stoppers, half-height frosted sticker/film to the glass panels and doors and all necessary hardware, accessories, fixing and installation works. Glass Treatment: Half frosted sticker/film, neatly applied to the designated portion of the glass, including all necessary materials, cutting, application and finishing. Aluminium Frame Color: Black Approx. Dimension: 191.5cm (L) x 270cm (H) Location 2: Ground Floor, between reception area and consultation room.	1 lot		

Item	Description of Works	Details / Scope of Work	Qty	Unit Rate (BND)	Amount (BND)
2	2HP Split-Type Inverter Air-Conditioning Unit	Supply and install one 2HP split-type inverter air-conditioning unit. Scope shall include refrigerant piping, drain piping, power supply and electrical wiring, brackets, testing, commissioning and all necessary accessories. Brand and Model: Vendor shall clearly state the proposed air-conditioning brand and model. Warranty: minimum 1 year. Location: i. 1 unit – Ground Floor, Storage Room ii. 1 unit – Outdoor Storage Room	2 units		
3	Construction of Outdoor Storage Room	Construct a complete and fully functional outdoor storage room, including reinforced concrete foundation and floor slab, structural steel frame, zinc sheet wall cladding, metal roofing, lockable steel access door, ventilation openings, anti-rust treatment and protective painting to all exposed steel members, internal lighting, electrical wiring, testing and commissioning. The works shall include all materials, labour, equipment, making good and incidental works necessary for a complete installation. Inclusive of reinforced concrete pavement walkway extension to the existing rear entrance. Approx Dimension: 4m x 4m	1 lot		
4	Steel Safety Grilles	Supply, fabricate and install steel safety grilles to windows/openings, including steel frames, anti-rust treatment and powder-coated/painted waterproof and anti-rust finish, all necessary fixing accessories, and complete installation. Locations: Ground Floor Pantry, Common Area, Training Room, Admin Room, Office Room 1, Storage Room, Common Area and near entrance.	14 units		
5	Ventilation Units	Supply and install ventilation units, including power supply and electrical works, mounting accessories, complete installation, testing and commissioning.	4 units		

Item	Description of Works	Details / Scope of Work	Qty	Unit Rate (BND)	Amount (BND)
		Warranty: minimum 6 months Locations: i. 1 unit - Ground Floor Pantry ii. 1 unit - First Floor Pantry; and iii. 2 units - Outdoor Storage Room			
6	Wall-Mounted Assembly Point Signage	Supply and install wall-mounted assembly point signage, including mounting brackets, fixing accessories and all necessary installation works. Location: Outdoor area	1 unit		
7	Solar-Powered LED Streetlights	Supply, deliver, install, test and commission solar-powered LED streetlights complete with integrated solar panels, rechargeable batteries, LED luminaires, automatic dusk-to-dawn controllers, anti-rust and waterproof galvanized steel poles and mounting brackets, reinforced concrete foundations where required, and all necessary works and accessories, testing, commissioning for a complete operational installation. Steel poles and mounting brackets shall be of suitable heavy-duty construction, corrosion-resistant, anti-rust and waterproof, and suitable for long-term outdoor exposure and prevailing weather conditions. LED Wattage: 50-60W Warranty: minimum 6 months Location: Outdoor area and to be confirmed on site with the FM Focal Point	3 units		
8	Stainless Steel Flag Holder Vertical Bracket with Stainless Steel Flag Pole	Supply and install stainless steel wall-mounted vertical flag pole holders with stainless steel poles, suitable for national or corporate flags and external wall mounting. The flag holder and pole shall be constructed of Grade 304 stainless steel or equivalent corrosion-resistant material, weatherproof, anti-rust and suitable for outdoor use. The flag holder shall be suitable for flag poles of approximately 25-38 mm diameter and shall be of heavy-duty construction, capable of securely supporting the flag pole	2 units		

Item	Description of Works	Details / Scope of Work	Qty	Unit Rate (BND)	Amount (BND)
		under normal weather conditions. The scope shall include mounting base plates, support brackets, bolts, nuts, washers, wall anchors and all necessary mounting accessories. The finish shall be brushed stainless steel or equivalent, with all surfaces free from sharp edges and burrs. The flag holder and pole shall be resistant to rust, corrosion, UV exposure and adverse weather conditions. Stainless steel pole size: 4m long Shop drawings/Sample: Vendor shall submit proposed shop drawings/sample to BDFA Procurement			
9	Double-Gang Power Socket and Wiring	Supply and install double-gang switched power sockets, including all accessories, wiring, testing and commissioning. Sockets shall be 13A, 250V AC, compliant with applicable BS/IEC standards and suitable for flush or surface mounting. Socket and faceplate colour shall be white or light neutral colour. Include PVC-insulated copper cables, PVC conduit concealed within wall/trunking where required, and proper earthing in accordance with local electrical regulations. Back boxes shall be suitable for double-gang outlets, with faceplates securely fixed and aligned. Installation shall be carried out by a competent/licensed electrician and comply with local authority electrical regulations. Location: Storage Room	4 units		
GRAND TOTAL (INCLUDING ALL LABOUR, MATERIALS, TRANSPORT, TESTING, COMMISSIONING AND INCIDENTAL WORKS)					

D. GENERAL / PRELIMINARY REQUIREMENTS INCLUDED IN RATES

- Site visit, detailed measurement, setting out and verification of all existing conditions.
- Preparation and submission of shop drawings, material data sheets, samples and method statements where applicable.
- Mobilisation/demobilisation, delivery, handling, storage and protection of materials.
- Temporary works, access equipment, ladders/scaffolding, barriers and safety measures required to execute the works.
- Protection of existing building finishes and services, including making good of holes, penetrations, damaged finishes and affected areas.

- Removal and lawful disposal of construction debris and surplus materials; final cleaning of all work areas.
- Testing, commissioning and demonstration of installed equipment/systems.
- Submission of warranties, manuals, certificates and test/commissioning records at handover.

F. COMMERCIAL INFORMATION

Requirement	Contractor to State
Price Validity	Minimum 3 months; state number of months: _____
Warranty	State warranty period for each applicable item.

G. CONTRACTOR'S DECLARATION

We confirm that we have inspected the site, verified the relevant dimensions and conditions, and included all necessary works, materials, labour, equipment, testing, commissioning and incidental works required to complete the scope in accordance with this Bill of Quantities (BOQ).

On behalf of _____

I, the undersigned, agree to carry out the above Works / Service / Supply for a sum of

B\$ _____ within a period of _____ Day / Week / Month

Name & Signature : _____

As Owner / Director : (_____)

IC No. : _____

Company Stamp