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## **DOKUMEN SEBUTHARGA**

**RUJUKAN: \_\_\_\_\_**

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### **KERJA-KERJA UBAHSUAI KECIL RUANG PEJABAT JABATAN PEMATUHAN DI TINGKAT 18, BANGUNAN WISMA BSN, IBU PEJABAT, KUALA LUMPUR**

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**Tarikh Taklimat :**

**Tarikh Tutup : Sebelum jam 12.00 Tengah hari**

**Peti : Peti Tender ( )  
Bahagian Perolehan  
Tingkat 14, Wisma B.S.N. 117, Jalan Ampang,  
50450 KUALA LUMPUR.**

**PROJEK :**

**KERJA-KERJA UBAHSUAI KECIL RUANG PEJABAT JABATAN PEMATUHAN DI TINGKAT 18,  
BANGUNAN WISMA BSN, IBU PEJABAT, KUALA LUMPUR**

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**DOKUMEN SEBUTHARGA**

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Letter of Integrity

Dear Tenderer

As business partners working together successfully and to ensure the highest level of principles, values and standards are met, Bank Simpanan Nasional (BSN) recognizes that improper conduct may arise which will have an impact on our reputation. BSN practices "zero tolerance" towards improper conduct and strive not to place our business partners' reputation at risk.

This letter outlines the essential elements in maintaining an effective business relationship based on mutual respect and trust. Our Code of Ethics prescribes precise expectations on BSN personnel when dealing with business partners, such as follows:

1. **Gifts** – Albeit that small gifts may be given to our business partners as tokens of appreciation, our Code of Ethics prohibits personnel from directly or indirectly, asking for, receiving from, consenting or agreeing to receiving any gift, commission, emolument, gratuity, money, property, token or of any form whilst transacting or dealing with BSN, in line with our "**No Gift Policy**".
2. **Entertainment** – Events/programs/meetings associated to entertainment of such form may be necessary to build/strengthen business relationships. Therefore, should you wish to extend such invitation, please forward the invitation to our CE's Office (for staff) or Chairman's Office (for Board of Directors), as the case may be.
3. **Member of governing board** – To facilitate impartiality in decision-making, our Code of Ethics outlined strict requirements on personnel's presence as member of governing board. Declaration would be required from both parties involved to address any biasness that may arise.
4. **Invitations to trips' abroad** – Invitation to trips are to be referred to the CE's Office (for staff) or Chairman's Office (for Board of Directors). BSN personnel are abstained from making actual or apparent commitments formally or informally on behalf of the Bank without proper authorization in accordance with approved procedures and documentation.
5. **Other benefits in kind** – Any benefits received other than those mentioned in items 1-4 are to be referred to the CE's or Chairman's Office for review and approval accordingly.
6. **Whistleblowing** – BSN is committed to achieving the highest standards of services and will not tolerate any malpractice or wrongdoing in the administration and delivery. In doing so, we appreciate any report of improper conduct that arises during the course of doing business with our business partners. The whistleblowing form is available at our website [www.bsn.com.my/page/whistle-blowing](http://www.bsn.com.my/page/whistle-blowing) and email to the Integrity Complaint Management (ICM) at [whistleblowing\\_igu@bsn.com.my](mailto:whistleblowing_igu@bsn.com.my) accordingly.

As our business partner, we recognize and appreciate your contribution to our business success. We realise that business is not simply about addressing short-term cost and commercial considerations, but it's also about establishing and maintaining lasting business relationships based on mutual respect.

We look forward to working together in this regard to uphold our reputation and mutual interests.

Yours faithfully,



JAY KHAIRIL JEREMY ABDULLAH

Chief Executive

Bank Simpanan Nasional

## 1.0 TAWARAN SEBUTHARGA

### KERJA-KERJA UBAHSUAI KECIL RUANG PEJABAT JABATAN PEMATUHAN DI TINGKAT 18, BANGUNAN WISMA BSN, IBU PEJABAT, KUALA LUMPUR

Adalah dimaklumkan bahawa tuan/puan dipelawa untuk menyertai Sebutharga sebagaimana tersebut di atas.

## 2.0 SYARAT-SYARAT MENGEUKAKAN SEBUTHARGA.

- 2.1 Tuan/Puan hendaklah membaca dan memahami syarat-syarat spesifikasi Sebutharga sebelum mengemukakan Sebutharga dan membuat rujukan dengan pihak bank jika terdapat sebarang pertanyaan.
- 2.2 **Dokumen Tawaran Kewangan** dan **Tawaran Teknikal** hendaklah dimasukkan kedalam dua (2) sampul surat berasingan dan seterusnya dimasukkan kedalam satu (1) sampul surat utama (lebih besar) serta perlu **dilabelkan dengan jelas**. Dokumen tawaran dihantar secara serahan tangan atau secara POS **sebelum atau pada jam 12.00 tengahari, hari ..... bertarikh .....** ke dalam peti Tender yang disediakan, tawaran Sebutharga yang dikemukakan lewat dari tarikh dan masa tersebut tidak akan dipertimbangkan.
- 2.3 Bank Simpanan Nasional tidak terikat untuk menawarkan kerja kepada Penyebutharga yang terendah atau lain-lain Penyebutharga.
- 2.4 Bank Simpanan Nasional berhak untuk menangguhkan atau membatalkan Sebutharga ini samada sebahagian atau keseluruhan sebelum atau selepas tarikh tutup Sebutharga tanpa memberikan sebarang alasan terhadap keputusan tersebut. Pihak Bank tidak bertanggungjawab dalam apa jua keadaan untuk membuat sebarang pampasan atau apa-apa bayaran kepada Penyebutharga berkaitan dengan penangguhan atau pembatalan ini.
- 2.5 **Tajuk Sebutharga** dan **tarikh tutup Sebutharga** hendaklah **ditulis** disebelah atas **penjuru kiri sampul surat** dan sila masukkan dokumen Sebutharga didalam peti Tender pada atau sebelum tarikh tutup di alamat berikut :-

**Peti Tender ( )**  
**Bahagian Perolehan,**  
**Tingkat 14, Wisma B.S.N. 117, Jalan Ampang,**  
**50450 KUALA LUMPUR.**

## 2.6 CONTOH CARA PENGHANTARAN TAWARAN SEBUTHARGA

### SAMPUL UTAMA

|  |   |
|--|---|
| <p><b>SULIT</b></p> <p>No. Sebutharga : xxx/xxx<br/>Tajuk Sebutharga : Cad. Tender xxxx<br/>Ditutup Pada xx Apr 2018<br/>Jam 12. Tengahari</p> <p>Peti Tender ( )<br/>Bhg Perolehan,<br/>Tkt. 14, Wisma BSN<br/>117 Jalan Ampang,<br/>50450 Kuala Lumpur</p> | <p><b>SULIT</b></p> <p>No. Sebutharga : xxx/xxx<br/>Tajuk Sebutharga/Tender : xxxx</p> <p><b>DOKUMEN TAWARAN KEWANGAN</b></p> <p><b>SULIT</b></p> <p>No. Sebutharga : xxx/xxx<br/>Tajuk Sebutharga/Tender : xxxx</p> <p><b>DOKUMEN TAWARAN TEKNIKAL</b></p> |
|--|---|

## 3.0 PENERANGAN DAN ARAHAN-ARAHAN KEPADA PENYEBUTHARGA

### 3.1. Jika mana-mana Penyebutharga :-

- Menarik balik Sebutharganya sebelum tamat tempoh sah Sebutharga atau apa-apa tempoh lanjut, atau
- Mengenakan had, syarat atau janjian tambahan selepas tarikh akhir yang ditetapkan bagi penyerahan Sebutharga (dan dalam hal yang sedemikian ianya hendaklah disifatkan sebagai penarikan balik Sebutharga ini), atau
- Jika sekiranya Sebutharga telah disetujuterima, enggan dan tidak melaksanakan Perjanjian Kontrak yang rasmi atau gagal mendeposit Bon Perlaksanaan atau tidak meneruskan kerja-kerja,

maka, dalam mana-mana hal itu, Bank Simpanan Nasional hendaklah, tanpa menyentuh apa-apa hal lain yang ada padanya, sentiasa berhak mengambil tindakan membatalkan pendaftaran Penyebutharga sebagai kontraktor bank atau melaporkan kepada pihak berkuasa sekiranya perlu atau kedua-duanya sekali.

- Tiada apa-apa perubahan atau tambahan yang tidak dibenarkan boleh dibuat kepada borang Sebutharga atau mana-mana dokumen Sebutharga yang lain.
- Penyebutharga adalah diwajibkan / digalakkan untuk memeriksa bangunan tersebut pada waktu pejabat selepas sesi taklimat Sebutharga untuk memastikan yang mereka faham kerja-kerja yang akan dijalankan sebelum mengisi Borang Sebutharga dan tiada sebarang perubahan atau tambahan harga yang dibenarkan di atas sebarang percanggahan di dalam *Bill Of Quantity (BQ)* dan lukisan tender dan keadaan sebenar di tapak.

- 3.4. Penyebutharga tidak dibenarkan untuk membuat sebarang tuntutan ke atas sebarang percanggahan di dalam *Bill Of Quantity* (BQ) dan lukisan tender dan keadaan sebenar di tapak.
- 3.5. Penyebutharga yang berjaya (jika ada) akan diberitahu tentang Sebutarganya melalui Surat Setuju Terima Tawaran dalam tempoh sah Sebutharga atau apa-apa tempoh lanjutan. Penyebutharga tersebut hendaklah dengan berapa segera yang praktik tetapi sebelum bermulanya kerja-kerja, Penyebutharga perlu menandatangani perakuan terima tawaran (contoh seperti **lampiran Surat Akuan Terima**) dan mendeposit dengan Bank, perkara-perkara berikut:-
  - a) Polisi Insurans Tanggungan Awam ( iaitu insuran terhadap bencana kepada orang-orang atau kerosakan kepada harta ) atau Nota Liputan berserta dengan resit bagi premium yang telah dibayar.
  - b) Polisi Insurans Kerja
  - c) Nombor pendaftaran di bawah Skim Keselamatan Sosial Pekerja (PERKESO) dan/atau Polisi Insurans Pampasan Pekerja bagi pekerja yang tidak termasuk di bawah Skim PERKESO
- 3.6. Semua butir-butir di dalam jadual yang dilampirkan bersama Borang Tawaran Sebutharga (Kewangan & Teknikal) hendaklah diisi dan diserahkan dengan lengkap.
- 3.7. Maklumbalas kepada dokumen Sebutharga mestilah ditandatangan oleh individu didalam organisasi yang mempunyai kuasa(Pengarah Urusan / Pengarah) untuk mematuhi semua maklumat yang dinyatakan dan perincian jawatan perlu dinyatakan.
- 3.8. Tiap-tiap notis kepada Penyebutharga akan diposkan ke alamat yang dinyatakan di dalam borang tawaran Sebutharga dan pengiriman tersebut hendaklah disifatkan penyampaian yang sempurna akan notis itu.
- 3.9. Perkataan-perkataan 'Penyebutharga berjaya' hendaklah dimengertikan sebagai Penyebutharga yang mana sebutarganya telah diluluskan dan disetuju terima oleh Pengurusan Bank.
- 3.10. Perkataan 'Penyebutharga' dalam syarat-syarat ini hendaklah disifatkan sebagai termasuk dua orang atau lebih.
- 3.11. Jika Penyebutharga tidak mematuhi mana-mana syarat yang tersebut di atas mengenai apa jua hal maka ini boleh menyebabkan Sebutarganya ditolak.
- 3.12. Arahan-arahan Sebutharga ini, setakat mana ianya mungkin menyentuh pelaksanaan kontrak ini, hendaklah disifatkan menjadi sebahagian daripada kontrak ini.

#### 4.0 SYARAT-SYARAT AM

|                       |  |
|-----------------------|--|
| Tarikh Kontrak Dibuat |  |
| No. Sebutharga        |  |
| Nama Kontrak          | <b>KERJA-KERJA UBAHSUAI KECIL RUANG PEJABAT JABATAN PEMATUHAN DI TINGKAT 18, BANGUNAN WISMA BSN, IBU PEJABAT, KUALA LUMPUR</b> |
| Tempoh Kontrak        |  |
| Harga Kontrak         |  |

#### 4.1. PEMBAYARAN

- a) Dengan cek setelah menerima bahan diatas dalam keadaan sempurna serta pemulangan semua artwork / filem / contoh seperti yang disyaratkan. **Pesanan Belian asal** hendaklah dikemukakan ke Jabatan Kewangan bersama **inbois** dan **nota hantaran** untuk **proses pembayaran**.
- b) Pihak Bank berhak mengenakan wang tahanan / potongan harga sekiranya pihak syarikat gagal sempurnakan kerja-kerja mengikut syarat-syarat dalam spesifikasi atau lewat menyiapkan kerja-kerja berdasarkan tempoh yang ditetapkan dalam arahan kerja. Seperti dilampiran berikut.

#### 4.2. PENOLAKAN

- a) Mana-mana syarikat yang telah mengambil borang / Sebutharga tetapi memutuskan untuk tidak menyertai cadangan kerja ini hendaklah memaklumkan secara bertulis kepada Bahagian Perolehan sebagaimana format dilampiran pada atau sebelum tarikh tutup.
- b) **Dokumen Sebutharga yang kurang lengkap dan tidak mengikut spesifikasi tidak akan diberi pertimbangan.**

#### 4.3. RINGKASAN TAWARAN

- a) Ringkasan tawaran hendaklah diisi dengan lengkap, ditandatangani dan dikemukakan bersama-sama dengan borang Sebutharga. Harga untuk mana-mana butiran yang tidak diisi dan juga perkara-perkara yang tidak disenaraikan didalam Ringkasan tawaran tetapi diperlukan dan dapat disimpulkan dari penentuan kerja atau spesifikasi Sebutharga adalah dianggap telah termasuk kedalam Sebutharga.
- b) Ringkasan Tawaran hendaklah menjadi sebahagian daripada Borang Sebut Harga ini dan hendaklah menjadi asas Jumlah Sebut Harga.
- c) Tiada sebarang tuntutan akan dilayan bagi pelarasaran harga akibat daripada perubahan kos kerajaan, sama ada dalam tempoh sah sebut harga atau dalam tempoh perkhidmatan

#### **4.4. JUMLAH HARGA SEBUTHARGA**

- a) Jumlah sebut harga ialah jumlah harga yang dicatatkan di dalam Borang Tawaran Sebut Harga kerja atau lain-lain jumlah yang dibenarkan menurut syarat-syarat sebut harga ini.
- b) Jika terdapat perbezaan di antara jumlah di dalam Ringkasan Sebut Harga dengan jumlah yang dibawa ke Borang Sebutharga maka jumlah harga sebut harga yang akan diambilkira ialah jumlah yang dinyatakan di dalam Borang Sebutharga tersebut. Sekiranya berlaku kesilapan antara jumlah perkataan dengan jumlah berangka maka jumlah perkataan hendaklah diambilkira.

#### **4.5. PENGELUARAN / PELAKSANAAN KERJA**

- a) Sebut harga/tender yang berjaya akan dikeluarkan melalui surat tawaran Bank Simpanan Nasional selepas kelulusan sebut harga/tender Bank Simpanan Nasional.

#### **4.6. TEMPOH SIAP KERJA**

- a) Kerja-kerja hendaklah disiapkan seberapa segera yang mungkin. Oleh itu kontraktor dinasihatkan supaya berhati-hati didalam menentukan tempoh siap kerja.
- b) Denda sebanyak **RM500.00** sehari akan dikenakan diatas kelewatan menyiapkan kerja selepas tarikh yang dibenarkan mengikut kadar yang termaktub di dalam kontrak.

#### **4.7. BON PELAKSANAAN**

- a) Bagi kontrak kerja, kontraktor hendaklah mengemukakan seperti berikut :
  - i. Bagi kontrak yang bernilai melebihi RM20,000 sehingga RM300,000, wang tahanan sebanyak 5% akan dikenakan sebagai jaminan tempoh kecacatan.
  - ii. Bagi kontrak yang bernilai melebihi RM300,000, kontraktor hendaklah mengemukakan Bon Pelaksanaan sebanyak 5% dari harga kontrak atau dikenakan Wang Jaminan Pelaksanaan (WJP), jika gagal mengemukakan Bon Pelaksanaan sebelum kerja dibuat.

#### **4.8. JADUAL KERJA**

Syarikat yang berjaya hendaklah mengemukakan /memaklumkan jadual kerja dalam tempoh 14 hari daripada menerima Surat Tawaran daripada Pihak Bank yang menunjukkan jadual kerja yang menunjukkan rancangan kerjanya adalah munasabah dan selaras dengan tempoh siap kerja yang ditawarkan.

#### **4.9. PERMULAAN KERJA**

- a) Syarikat hendaklah memulakan kerja dalam tempoh SEGERA dari tarikh surat arahan kerja dikeluarkan dikeluarkan.
- b) Sekiranya syarikat gagal untuk memulakan kerja dalam tempoh arahan kerja, surat tawaran akan dibatalkan serta syarikat akan ditahan dari menyertai

mana-mana kerja Sebutharga selanjutnya dan tindakan mengesyorkan menggantung pendaftaran akan dibuat.

- c) Pihak Bank juga berhak mengubah tempoh atau tarikh mula kerja yang sepatutnya sekiranya terdapat kerja-kerja yang perlu disegerakan.

#### **4.10. PEMILIHAN SEBUTHARGA**

- a) Bank Simpanan Nasional tidak boleh terikat menerima Sebutharga yang terendah sekali atau sesuatu Sebutharga dan juga tidak terikat untuk memberi apa-apa sebab atas penolakan sesuatu Sebutharga.  
b) Pihak Bank berhak untuk melantik syarikat yang berlainan untuk setiap item.

#### **4.11. TEMPOH KUATKUASA SEBUTHARGA**

Tempoh kuatkuasa Sebutharga ini ialah selama 90 hari dari tarikh tutup Sebutharga.

#### **4.12. LAIN-LAIN**

- a) Pihak Bank berhak menolak penerimaan mana-mana kerja diatas yang didapati kurang memuaskan serta tidak mengikut spesifikasi. Juga, penalti boleh dikenakan keatas mana-mana kontraktor yang tidak membuat kerja tersebut dalam jangka masa yang telah ditetapkan oleh Bank.  
b) Pihak kontraktor hendaklah bersedia untuk membuat sebarang pindaan ke atas kerja ini sekiranya berlaku perubahan baru keatas formatnya tanpa tambahan kos.  
c) Kerja yang telah dibuat tetapi mengalami kerosakan akibat tidak menepati spesifikasi hendaklah dibuat semula oleh pihak kontraktor.  
d) Kontraktor yang tidak mematuhi syarat-syarat di dalam dokumen tender ini boleh disenarai hitamkan dari menyertai mana-mana tender BSN.  
e) Pihak kontraktor juga bersetuju, jika tender ini disetujuterima untuk:-  
i. Mendeposit dengan seberapa segera yang praktik selepas penerimaan Surat Setuju Terima Tawaran tender tetapi sebelum bermulanya kerja-kerja, perkara-perkara berikut :-  
  - Polisi Insurans Tanggungan Awam (iaitu insurans terhadap bencana kepada orang-orang dan kerosakan kepada harta) atau Nota Liputan beserta dengan resit bagi premium yang telah dibayar.
  - Polisi Insurans Kerja
  - Nombor pendaftaran di bawah Skim Keselamatan Sosial Pekerja (PERKESO) dan/atau Polisi Insurans Pampasan Pekerja bagi pekerja yang tidak termasuk di bawah Skim PERKESO  
ii. Memastikan pembekalan peralatan yang cukup dan pekerja menggunakan peralatan yang sesuai bagi menjalankan kerja mengikut keperluan semasa termasuk mesin, tangga, papantanda, 'barries' dan lain-lain keperluan.

- iii. Semua mesin yang digunakan adalah tertakluk kepada peraturan dan undang-undang berikut :-
    - Standard and Industrial Research Institute Of Malaysia (SIRIM)
    - Electrical Inspectorate Act 1983 (Act 277) and Electrical Inspectorate Regulation.
    - Factory and Machinery Act 1967 (Act 139) and Regulation and Rules.
    - Factory and Machinery (Building Operational and Works of Engineering Construction) Regulation 1986.
  - iv. Segala peralatan dan bahan *chemical* tidak akan menyebabkan kerosakan terhadap harta benda Bank. Sekiranya berlaku kerosakan, maka Bank berhak untuk membuat tuntutan bagi membaiki/membeli yang baru.
  - v. Tidak merosakkan peralatan Bank semasa menjalankan kerja. Sebarang kerosakan yang dilakukan dengan sengaja atau tidak sengaja oleh pekerja-pekerja hendaklah diperbaiki/diganti oleh pihak tuan/puan. Sekiranya kontraktor gagal berbuat demikian selepas tamat tempoh yang diberikan, maka Bank berhak memanggil syarikat lain untuk memperbaiki/pembekalan baru dibuat dan segala kos akan ditolak dari sebarang Bayaran kepada pihak kontraktor terlibat.
  - vi. Tuan tidak boleh menyerahhak, melantik sub-kontraktor atau “novate” tanggungjawab-tanggungjawab tuan di bawah Surat Tawaran ini atau mana-mana bahagian Kerja-kerja kecuali setelah mendapat kebenaran secara bertulis daripada kami. Bank berhak untuk membatalkan Surat Tawaran atau kontrak ini sekiranya Tuan melanggar peruntukan ini. Untuk mengelakkan keraguan serahanhak meliputi penggunaan sepenuhnya tenaga kerja pihak ketiga bagi ('Sub labour') dan barang/perkhidmatan ('Sub trade') tanpa kebenaran bertulis pihak Bank.
  - vii. Kontraktor wajib melantik seorang penyelia tapak dari kontraktor utama yang bertanggungjawab sepenuhnya dengan kerja yang dijalankan dan mestilah boleh dihubungi pada setiap masa oleh pihak BSN. BSN berhak untuk menghentikan kerja dan membatalkan kontrak sekiranya didapati kontraktor melantik sub kontraktor sebagai wakil syarikat.
  - viii. Kontraktor dikehendaki mengemukakan maklumat pekerja (nama, alamat, no kerja permit/kad pengenalan) kepada bank dan setiap kali terdapat pertukaran pekerja.
  - ix. Pihak Bank berhak melantik Pihak Ketiga untuk melaksanakan baki kontrak jika pihak syarikat gagal melaksanakan keseluruhan baki kontrak atau tidak menyiapkan kerja dengan tidak memuaskan tanpa sebab-sebab yang boleh diterima seperti yang termaktub selepas Surat Peringatan Ketiga/Terakhir dikeluarkan oleh Pihak Bank dan pembayaran akan ditolak dari amaun Kontrak.
- f) Membuat tuntutan dengan mengemukakan bil / Inbois dan DO terhadap kerja-kerja yang telah disiapkan kepada Bank untuk diproses bayaran bersama Pesanan Belian / Kontrak Perjanjian.

- g) Semua kerja-kerja yang dijalankan adalah tertakluk kepada Akta Keselamatan dan Kesihatan Pekerjaan 1994 (AKKP1994) dan peraturan-peraturannya, Suruhan Jaya Tenaga, Akta Bekalan Elektrik, IEE, Sirim dan lain-lain pihak berkuasa.
- h) Tempoh kecacatan bagi sesuatu kerja-kerja ubahsuai/baikpulih adalah dari tarikh serah tapak seperti berikut :
- |  |          |
|--|----------|
| i. Harga kontrak RM10,000.00 – RM50,000.00 | 6 bulan  |
| ii. Harga kontrak melebihi RM50,000.00     | 12 bulan |
- i) Pihak Pembekal/Penyebutharga dengan ini juga bersetuju bahawa borang tender ini berserta Surat Setuju Terima tender ini, hendaklah menjadi kontrak yang mengikut Bank Simpanan Nasional tenggarnya walaupun Perjanjian Kontrak yang rasmi belum dilaksanakan.
- j) Yang bertandatangan di bawah tawaran tender ini bersetuju bahawa :
- i. Jika tender ini ditarik balik sebelum tamat tempoh sah tender atau apa-apa tempoh lanjutan, atau
  - ii. Mengenakan apa-apa had, syarat atau janjian tambahan kepada tender ini selepas tarikh akhir yang ditetapkan bagi penyerahan tender, atau
  - iii. Enggan atau tidak melaksanakan perjanjian kontrak yang rasmi atau tidak meneruskan kerja-kerja;-  
Maka, dalam mana-mana hal itu, tanpa menyentuh apa-apa hak lain yang ada padanya, Bank Simpanan Nasional adalah berhak mengambil tindakan yang padanya, Bank Simpanan Nasional adalah berhak mengambil tindakan yang sewajarnya yang difikirkan perlu terhadap yang bertandatangan di bawah ini.
  - iv. Bank berhak untuk menawarkan satu skop kerja saja / melebihi satu skop kerja tanpa memberi alasan tidak ditawarkan skop kerja yang tertentu.
  - v. Bank berhak untuk menamatkan semua perkhidmatan yang ditawarkan atau sebahagian perkhidmatan yang ditawarkan dengan memberi notis tempoh 30 hari kepada yang bertandatangan di bawah ini tanpa memberi sebarang alasan/penjelasan mengenai penamatkan perkhidmatan ini sebelum tamat tempoh perjanjian yang telah ditandatangani.
  - vi. Memberi jaminan selama 3 bulan bagi setiap alat ganti yang telah ditukar & segala pemasangan / penyelenggaraan kerja elektrik yang dijalankan perlu mengikut peraturan Suruhanjaya Tenaga, Akta Bekalan Elektrik, IEE, SIRIM & lain-lain Pihak Berkuasa dalam perkara ini.
- k) Yang bertandatangani dibawah ini bersetuju bahawa perlulah mematuhi perkara 23 Orang-Orang Yang Menjaga (Akta Bekalan Elektrik 1990 (Akta 447)
- i. Tiada pepasangan atau loji atau kelengkapan elektrik selain daripada yang dippunyai atau diuruskan oleh pihak berkuasa bekalan boleh dikerjakan atau dikendalikan kecuali oleh atau di bawah kawalan orang-orang yang memiliki apa-apa perakuan sebagaimana yang ditetapkan, dan tiada seorang pun yang tidak memiliki kelayakan atau memegang perakuan seperti disebut terdahulu boleh menjaga apa-apa pepasangan atau boleh mengawal pengendalian apa-apa loji atau kelengkapan elektrik.

- I) Pada setiap helaian **Dokumen Tawaran Teknikal**, semua penender **DILARANG SAMA SEKALI** untuk menyatakan sebarang pengenalan syarikat (Cop Syarikat, Letterhead, Salinan Sijil yang mempunyai nama syarikat).
- m) **Jika didapati pelanggaran terhadap mana-mana syarat yang dinyatakan, Bank berhak untuk menolak tawaran yang dikemukakan.**

Dengan disaksikan pihak-pihak di sini telah menandatangani Kontrak ini pada tarikh seperti di halaman 7 di atas.

Ditandatangani untuk dan bagi  
Kontraktor :

.....  
(Tandatangan)

Nama :  
Jawatan :  
No.Kad Pengenalan :

Ditandatangani untuk dan bagi  
BSN:

.....  
(Tandatangan)

Nama :  
Jawatan :  
No. Kad Pengenalan:

di hadapan saksi:

.....  
(Tandatangan)  
Nama :  
Jawatan :  
No.Kad Pengenalan:

.....  
(Tandatangan)  
Nama :  
Jawatan :  
No.Kad Pengenalan

## 5.0 TERMA-TERMA KESALAHAN RASUAH

- a) Sebarang perbuatan atau percubaan rasuah untuk menawar atau memberi, memberi meminta atau meminta atau menerima apa-apa suapan secara rasuah kepada dan daripada mana-mana orang berkaitan perolehan ini merupakan satu kesalahan jenayah di bawah Akta Suruhanjaya Pencegahan Rasuah 2009 (Akta 694) .

*Any act or attempt to corruptly offer or give, solicit or receive any gratification to and from any person in connection with this procurement is a criminal offence under the Malaysian Anti-Corruption Commission Act 2009 (Act 694).*

- b) Sekiranya mana-mana pihak ada menawarkan atau memberi apa-apa suapan kepada mana-mana anggota pentadbiran awam, maka pihak yang ditawar atau diberi suapan dikehendaki membuat aduan dengan segera ke pejabat Suruhanjaya Pencegahan Rasuah Malaysia atau balai polis yang berhampiran. Kegagalan berbuat demikian adalah merupakan satu kesalahan di bawah Akta Suruhanjaya Pencegahan Rasuah 2009 (Akta 694)

*If any person offers or gives any gratification to any members of public service, the latter shall at the earliest opportunity thereafter lodge a report at the nearest office of the Malaysian Anti Corruption Comission Agency or police station. Failure to do so is an offence under the Malaysian Anti-Corruption Commission Act 2009 (Act 694).*

- c) Tanpa prejudis kepada tindakan-tindakan lain, tindakan tatatertib terhadap anggota perkhidmatan awam dan menyenaraihitamkan kontraktor atau pembekal boleh diambil sekiranya pihak-pihak terlibat dengan kesalahan rasuah di bawah Akta Suruhanjaya Pencegahan Rasuah 2009 (Akta 694).

*Without prejudice to any other actions, disciplinary action against a member of the public service and blacklisting of the contractor or supplier may be taken if the parties are involved with any act of corruption under the Malaysian Anti-Corruption Commission Act 2009 (Act 694).*

- d) Mana-mana kontraktor atau pembekal yang membuat tuntutan bayaran berkaitan perolehan ini walaupun tiada kerja dibuat atau tiada barang dibekal mengikut spesifikasi yang ditetapkan atau tiada perkhidmatan awam yang mengesahkan tuntutan berkenaan adalah melakukan kesalahan di bawah Akta Suruhanjaya Pencegahan Rasuah 2009 (Akta 694).

*Any contractor or supplier who makes a claim for payment in relation to this procurement although no work as carried out or no goods were supplied or no services rendered in accordance with specifications and any member of the public service who certifies the claim commits an offence under the Malaysian Anti-Corruption Commission Act 2009 (Act 694).*

**Lampiran Tidak Bersetuju**

No. Sebutharga : \_\_\_\_\_

**Ketua,**  
**Bahagian Perolehan**

Bank Simpanan Nasional  
Tingkat 14, Wisma BSN  
117 Jalan Ampang,  
50450 Kuala Lumpur.

Tuan,

**KERJA-KERJA UBAHSUAI KECIL RUANG PEJABAT JABATAN PEMATUHAN DI TINGKAT 18,  
BANGUNAN WISMA BSN, IBU PEJABAT, KUALA LUMPUR**

Dengan hormatnya perkara diatas adalah dirujuk.

Pihak kami mengesahkan bahawa pihak kami tidak bersetuju untuk menyertai sebut harga /tender  
bagi cadangan kerja sebagaimana di atas kerana \_\_\_\_\_

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Sekian, terima kasih.

Nama syarikat : \_\_\_\_\_

Nama Pegawai  
yang diberikuasa : \_\_\_\_\_

Jawatan : \_\_\_\_\_

Tandatangan : \_\_\_\_\_

Tarikh : \_\_\_\_\_

No. Sebutharga : \_\_\_\_\_

**Ketua**

**Bahagian Perolehan**

Bank Simpanan Nasional  
Tingkat 14, Wisma BSN  
117 Jalan Ampang,  
50450 Kuala Lumpur

Tuan,

**SURAT AKUAN TERIMA**

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Kami, \_\_\_\_\_ dengan ini tanpa syarat dan tidak menarik balik, menerima terma-terma dan syarat - syarat dalam Surat Tawaran SetujuTerima bagi **KERJA-KERJA UBAHSUAI KECIL RUANG PEJABAT JABATAN PEMATUHAN DI TINGKAT 18, BANGUNAN WISMA BSN, IBU PEJABAT, KUALA LUMPUR** yang bertarikh pada - ini.

Bersama ini juga, kami sertakan **SURAT AKUAN PEMBIDA BERJAYA** yang telah diisi dan ditandatangani oleh wakil syarikat yang diberi kuasa. Dilampirkan juga Surat Perwakilan Kuasa menandatangani bagi pihak syarikat sebagai bukti pengesahan.

Sekian, terima kasih.

Nama Syarikat : \_\_\_\_\_

No. Pendaftaran : \_\_\_\_\_

Cop Syarikat : \_\_\_\_\_

Nama Pegawai : \_\_\_\_\_  
yang diberi kuasa

Jawatan : \_\_\_\_\_

Tandatangan : \_\_\_\_\_

Tarikh : \_\_\_\_\_

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## **DOKUMEN TAWARAN KEWANGAN**

**RUJUKAN:** \_\_\_\_\_

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### **KERJA-KERJA UBAHSUAI KECIL RUANG PEJABAT JABATAN PEMATUHAN DI TINGKAT 18, BANGUNAN WISMA BSN, IBU PEJABAT, KUALA LUMPUR**

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**Tarikh Taklimat :**

**Tarikh Tutup : Sebelum jam 12.00 Tengah hari**

**Peti :** Peti Tender ( )  
Bahagian Perolehan  
Tingkat 14, Wisma B.S.N. 117, Jalan Ampang,  
50450 KUALA LUMPUR.

## SENARAI SEMAK

Sila tandakan  / Bagi Dokumen-dokumen Yang Disertakan.

| Bil. | Perkara / Dokumen   | Untuk Ditanda Oleh Syarikat | Untuk Ditanda Oleh Jawatankuasa Pembuka Peti Tender |
|------|---|-----------------------------|---|
| 1.   | <b>Lampiran A – Borang Sebutharga*</b>  | <input type="checkbox"/>    | <input type="checkbox"/>                            |
| 2.   | <b>Lampiran B – Salinan Resit Pembelian Dokumen Sebutharga*</b>   | <input type="checkbox"/>    | <input type="checkbox"/>                            |
| 3.   | <b>Lampiran C – Surat Akuan Pembida*</b>  | <input type="checkbox"/>    | <input type="checkbox"/>                            |
| 4.   | <b>Lampiran D – General Summary*</b>  | <input type="checkbox"/>    | <input type="checkbox"/>                            |
| 5.   | <b>Lampiran E – Borang Maklumat Syarikat</b>  | <input type="checkbox"/>    | <input type="checkbox"/>                            |
|      | i. Profil Syarikat*   | <input type="checkbox"/>    | <input type="checkbox"/>                            |
|      | ii. Salinan Sijil Pendaftaran dengan Kementerian Kewangan (jika berkaitan)  | <input type="checkbox"/>    | <input type="checkbox"/>                            |
|      | iii. Salinan Sijil Pendaftaran sebagai syarikat Bumiputera (jika berkaitan)   | <input type="checkbox"/>    | <input type="checkbox"/>                            |
|      | iv. Salinan Sijil Pendaftaran CIDB*   | <input type="checkbox"/>    | <input type="checkbox"/>                            |
|      | v. Salinan Sijil Pendaftaran Syarikat (SSM)*  | <input type="checkbox"/>    | <input type="checkbox"/>                            |
|      | vi. Salinan surat sebagai pengedar dan pembekal yang sah dan salinan perjanjian di antara penyebutharga dengan pengedar/pembekal bagi setiap produk yang dicadangkan (jika berkaitan) | <input type="checkbox"/>    | <input type="checkbox"/>                            |
|      | vii. Salinan penyata bank terkini (3 bulan) yang disahkan oleh pihak Bank* (Sila pastikan baki akhir dinyatakan dengan jelas)   | <input type="checkbox"/>    | <input type="checkbox"/>                            |
|      | a. Disahkan oleh pihak Bank   | <input type="checkbox"/>    | <input type="checkbox"/>                            |
|      | b. Tidak disahkan oleh pihak Bank   | <input type="checkbox"/>    | <input type="checkbox"/>                            |
|      | c. Tidak dikemukakan  | <input type="checkbox"/>    | <input type="checkbox"/>                            |
|      | viii. Pengesahan kemudahan kredit / Borang Credit Analysis (CA) (jika ada)  | <input type="checkbox"/>    | <input type="checkbox"/>                            |

Nota: Penilaian tidak akan dijalankan ke atas penyebutharga yang gagal mengemukakan dokumen yang bertanda ( \* )

**LAMPIRAN A**

**BORANG SEBUTHARGA**

Kepada :

Peti Tender  
Bahagian Perolehan  
Tingkat 14, Wisma B.S.N.  
117, Jalan Ampang,  
50450 KUALA LUMPUR.

**SEBUTHARGA :**

**KERJA-KERJA UBAHSUAI KECIL RUANG PEJABAT JABATAN PEMATUHAN DI TINGKAT 18,  
BANGUNAN WISMA BSN, IBU PEJABAT, KUALA LUMPUR**

Setelah meneliti borang Sebutharga dan spesifikasi Sebutharga, saya/kami dengan ini memberikan Sebutharga bagi menjalankan kerja-kerja mengikut sebagaimana penentuan yang bernilai ;

**RINGGIT MALAYSIA:** \_\_\_\_\_  
( )

Kiranya saya/kami dilantik ;

- a) Saya/Kami akan memulakan kerja dalam masa 7 hari dari tarikh perintah kerja dikeluarkan atau pesanan belian dan akan menyiapkan kerja-kerja tersebut dalam tempoh 4 minggu.
- b) Sebutharga saya/kami akan sah dalam masa sembilan puluh (90) hari dari tarikh tutup Sebutharga.
- c) Saya/Kami bersetuju bahawa tidak semestinya Sebutharga terendah diterima.
- d) Saya/Kami bersetuju akan mematuhi segala syarat-syarat am dan lain-lain syarat sepetimana yang dinyatakan didalam dokumen Sebutharga ini.

Tandatangan :

Nama :

No K.P :

Jawatan :

Tarikh :

Cop Syarikat :

Tandatangan Syarikat : .....

Nama Penyebutharga : .....

Nama Syarikat : .....

Alamat : .....

.....

.....

Tarikh : .....

Tandatangan saksi : .....

Nama : .....

Alamat : .....

.....

.....

**LAMPIRAN B**

**SALINAN RESIT PEMBELIAN DOKUMEN SEBUTHARGA**

**Sila lekatkan resit pembelian dokumen Sebutharga disini.**

**SURAT AKUAN PEMBIDA  
Bagi**

**KERJA-KERJA UBAHSUAI KECIL RUANG PEJABAT JABATAN PEMATUHAN DI TINGKAT 18,  
BANGUNAN WISMA BSN, IBU PEJABAT, KUALA LUMPUR**

Saya, (Nama Wakil Syarikat) \_\_\_\_\_ no K.P \_\_\_\_\_ yang mewakili (Nama Syarikat) \_\_\_\_\_

nomor Pendaftaran (MOF/PKK/CIDB/ROS/ROC/ROB) \_\_\_\_\_

dengan ini mengisyiharkan bahawa saya atau mana-mana individu yang mewakili syarikat ini tidak akan menawar atau memberi rasuah kepada mana-mana individu dalam Bank Simpanan Nasional atau mana-mana individu lain, sebagai sogokan untuk dipilih dalam tender seperti di atas. Bersama-sama ini dilampirkan Surat Perwakilan Kuasa saya mewakili syarikat seperti yang tercatat di atas untuk membuat pengisyiharan ini.

2. Sekiranya saya atau mana-mana individu yang mewakili syarikat ini didapati cuba menawar atau memberi rasuah kepada mana-mana individu dalam Bank Simpanan Nasional atau mana-mana individu lain sebagai sogokan untuk dipilih dalam tender seperti di atas, maka saya sebagai wakil syarikat bersetuju tindakan-tindakan berikut diambil:

- 2.1 Penarikan balik tawaran kontrak bagi Sebutharga di atas; atau
- 2.2 Penamatan kontrak bagi Sebutharga di atas; dan
- 2.3 Lain-lain tindakan tatatertib mengikut peraturan perolehan Bank Simpanan Nasional yang berkuat-kuasa.

3. Sekiranya terdapat mana-mana individu cuba meminta rasuah daripada saya atau mana-mana individu yang berkaitan dengan syarikat ini sebagai sogokan untuk dipilih dalam Sebutharga seperti di atas, maka saya berjanji akan dengan segera melaporkan perbuatan tersebut kepada pejabat Suruhanjaya Pencegahan Rasuah Malaysia (SPRM) atau balai polis yang berhampiran.

Yang Benar,

---

Nama :

No K.P :

Jawatan :

Cop Syarikat :

**Catatan : \*Potong mana yang tidak berkaitan.**

**LAMPIRAN D**

**BILLS OF QUANTITIES**

# **BILLS OF QUANTITIES**

**FINAL SUMMARY**

**FINAL SUMMARY**

| ITEM | DESCRIPTION   | FROM PAGE NO. | AMOUNT (RM) |
|------|---|---------------|-------------|
| A    | <b>FINAL SUMMARY</b><br>BILL NO. 1 - PRELIMINARIES AND GENERAL CONDITIONS | SOW/1/4       |             |
| B    | BILL NO. 2 - DEMOLITION WORKS   | SOW/2/1       |             |
| C    | BILL NO. 3 - INTERIOR WORKS   | SUM/1         |             |
| D    | BILL NO. 4 - MECHANICAL AND ELECTRICAL WORKS                              | SME/6         |             |
| E    | BILL NO. 5 - INFORMATION COMMUNICATION INFRASTRUCTURE (ICT) SYSTEM        | TICT/3        |             |
|      | <b>JUMLAH KESELURUHAN</b>   |               |             |
|      | <b>TAMBAH : SST (%)</b>   |               |             |
|      | <b>BAWA KE BORANG SEBUT HARGA DI MUKA SURAT K/2</b>                       |               |             |

1. Sekiranya dikenakan SST, sila NYATAKAN jumlah SST di jadual diatas.
2. Sekiranya tidak dikenakan SST, sila NYATAKAN (N/A) di jadual diatas.
3. Sekiranya SST tidak di nyatakan, Jumlah Keseluruhan adalah dianggap telah termasuk SST.

**RINGGIT MALAYSIA :**

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.....  
Signature Of Tenderer

.....  
Signature Of Witness

.....  
Name In Full

.....  
Name In Full

.....  
Designation

.....  
Designation

Address

.....  
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.....  
.....  
.....

Address

.....  
.....  
.....  
.....  
.....

Date : .....

Date : .....

# **BILLS OF QUANTITIES**

**BILL NO. 1 - PRELIMINARIES AND  
GENERAL CONDITIONS**

**PRELIMINARIES**

| Item | Description  | Unit | Qty | Rate<br>(RM) | Amount<br>(RM) |
|------|--|------|-----|--------------|----------------|
|      | <b><u>PRELIMINARIES</u></b>  |      |     |              |                |
| A    | <b>REMOVAL OF RUBBISH</b><br>The Contractor is to keep the site and buildings, adjacent roads and footpaths etc. clean during the progress of the works and periodically cart away all dirt, building rubbish and superfluous materials as the work proceeds and on completion. Rubbish bin erected shall be structurally sound and maintained in a safe condition. The Contractor shall liaise with Local Authority for the rental of roro.   | LS   |     |              |                |
| C    | <b>AS BUILT DRAWINGS AND OPERATING AND MAINTENANCE INSTRUCTIONS</b><br>The Contractor shall prepare, and shall cause his Sub-Contractors to prepare, "As-Built" drawings indicating actual locations and levels of the completed works. Unless otherwise specified the Contractor shall submit a copy of As Built Drawing in CD and three sets of As-Built drawings in A3 size.<br><br>As-Built drawing shall consist of layout plan for:<br>i) Partition, door and window schedule<br>ii) Floor finishes<br>iii) Reflected ceiling, lighting & aircond<br>iv) Power point<br>v) Underfloor, telephone & IT<br>vi) Security alarm system<br><br>All such As-Built drawing and manuals are to be submitted to the Superintending Officer within a reasonable period after the date of completion or expiry of any extended time there of. It shall be a condition precedent to the release of performance bond that the above submissions are accepted by the Superintending Officer. | LS   |     |              |                |
| A    | <b>DUST PREVENTION</b><br>The Contractor shall make adequate provision by spraying, erecting screens or other suitable method against any nuisance or damage by dust to all work under this contract or to persons or property in the vicinity and he will be held solely responsible for any complaints, damage or claims in this connection.   | LS   |     |              |                |
|      | <b>Total to Carry Forward</b>  |      |     |              |                |

**PRELIMINARIES**

| Item | Description   | Unit | Qty | Rate<br>(RM) | Amount<br>(RM) |
|------|---|------|-----|--------------|----------------|
| B    | <p style="text-align: center;">B/F</p> <p><b>START WORK COMPLIANCE</b><br/> The Contractor shall supply and prepare all the items as noted below before commencing work:</p> <ul style="list-style-type: none"> <li>a) "Work In Progress" signage in A3 size (To BSN customers and public)</li> <li>b) Lift protection as per S.O's instruction and approval.</li> </ul> <p>(Failure in complying the above requirements will result non admission to the site)</p>   |      |     |              |                |
| C    | <p><b>UPON COMPLETION</b><br/> On completion of the works and before handing over, the Contractor shall:</p> <ul style="list-style-type: none"> <li>(a) Completely remove all debris and rubbish from the building and the whole site including making good all works disturbed.</li> <li>(b) Remove all paint spots and clean all floors, wall, timber, hardware, glass, glazed tiles, stainless steel and all other surfaces, and leave all same in a dry condition and polished as directed.</li> <li>(c) Ease all doors and windows and leave them free to move, and check and adjust all locks.</li> <li>(d) Touch up all paint finishes.</li> <li>(e) Hand over keys of all doors to the S.O. Keys shall have identifying tabs attached.</li> <li>(f) Ensure that all services and equipments are functioning efficiently and to the approval of the S.O.</li> <li>(g) Clear all drains of obstructions.</li> <li>(h) Leave the buildings and the ground clean and tidy and ready for immediate operation.</li> </ul> | LS   | LS  | LS           |                |
|      | <b>Total to Carry Forward</b>   |      |     |              |                |

**PRELIMINARIES**

| Item | Description   | Unit | Qty | Rate<br>(RM) | Amount<br>(RM) |
|------|---|------|-----|--------------|----------------|
| A    | <p style="text-align: center;">B/F</p> <p><b>INSURANCE AGAINST PERSONAL INJURIES AND DAMAGE TO PROPERTY</b></p> <p>The Contractor attention is specially drawn to his responsibilities under clause 32 and 33 of the Conditions of Contract.</p> <p>The Contractor shall effect and maintain a Contractor's All Risks Policy in the joint names of BANK SIMPANAN NASIONAL the Contractor, their appointed Sub-Contractors and shall arrange the policy with an Insurance Company to be approved by the BANK SIMPANAN NASIONAL and covering particularly the following :</p> <ul style="list-style-type: none"> <li>i. Third Party Liability (RM100,000,00) on any one accident and unlimited during the period of insurance and the total limit of indemnity is unlimited.</li> <li>ii. Insurance of work to cover the <b>contract of sum plus 10%</b> on any one claim or series of claims arising out of any one event.</li> <li>iii. Injury and damage to property real and personal.</li> <li>iv. Cross Liability.</li> <li>v. Extended Maintenance Cover (for Maintenance Period or <b>Defects Liability Period and an Additional of 3 months and 14 days Thereafter</b>).</li> <li>vi. Extension of cover of extra-charges for overtime, night work and work on Public Holidays.</li> </ul> | LS   |     |              |                |
|      | <b>Total to Carry Forward</b>   |      |     |              |                |

**PRELIMINARIES**

| Item                          | Description  | Unit | Qty | Rate<br>(RM) | Amount<br>(RM) |
|-------------------------------|--|------|-----|--------------|----------------|
| A                             | <p style="text-align: center;">B/F</p> <p><b>INSURANCE AGAINST PERSONAL INJURIES AND DAMAGE TO PROPERTY (cont'd)</b></p> <p>vii. Automatic reinstatement of sum insured.</p> <p>viii. The insurance policy must be endorsed to cover injury to the Supervising Staff, the S.O. Superintending Officers, Quantity Surveyors, BANK SIMPANAN NASIONAL and their representatives. No excess Clause shall be specified in the policy or policies in effecting the above.</p> <p>ix. Pay such contribution as have become due and remain unpaid and deduct the amount of such contribution from any money due or to become due to the Contractor.</p> <p>The Contractor will be required to produce all cover notes and receipts for premiums paid in respect of all insurance for the inspection of the S.O before the commencement of any work in this Contract.</p> <p>Nothing in this Clause shall be construed to take away or to waive or any manner to modify the right of the BANK SIMPANAN NASIONAL to be indemnified by the contractor in respect of all compensation, cost and other expenses whatsoever which by reason of the Contractor's default or otherwise become payable by the BANK SIMPANAN NASIONAL under the said Legislation or other law.</p> |      |     |              |                |
| B                             | Stamp Duty   | LS   |     |              |                |
| <b>Total to Final Summary</b> |  |      |     |              |                |

**GENERAL CONDITIONS**

|  |  |  |  |  |  |
|--|--|--|--|--|--|
| <p><b><u>GENERAL CONDITIONS</u></b></p> <p>The tenderer is to note that the estimated quantity listed with this schedule of works are only as a guideline for this tender and DOES NOT form part of the contract. The tenderer shall visit the site, examine the drawings and specification to ascertain the actual nature, character and extent of works. No claim will be entertained on the grounds of ignorance of the conditions under which the works will be carried out.</p> <p>A The tenderer shall thoroughly acquaint himself with all specification clauses before pricing.</p> <p>B The onus is on the tenderer to comply with all the clauses in the specifications and Drawings that apply to the work whether specifically mentioned or not.</p> <p>C The tenderer is required to examine the drawings, visit and inspect the site prior to tendering and acquaint himself with the full extent and character of the work and no claim for variation, alteration or additional payment will at any time be considered or admitted on the grounds of lack of knowledge of the works, lack of information, deficiency of description or occasioned by any default of inspection on the part of the Contractor.</p> <p>D The Contractor shall be responsible for checking all drawings issued to him and if he finds discrepancies in the drawing he shall, before proceeding with the works, inform the S.O of such discrepancies.</p> <p>0 <b>No claims by the Contractor for any cost incurred</b> as a result of discrepancies in the drawings will be entertained if he fails to inform the S.O of such discrepancies before proceeding with the works.</p> <p>All working drawing shall be made available at site and kept in good condition.</p> |  |  |  |  |  |
|--|--|--|--|--|--|

**GENERAL CONDITIONS (cont'd)**

| <b><u>GENERAL CONDITIONS (cont'd)</u></b> |   |  |  |  |  |
|---|---|--|--|--|--|
| A   | The Contractor will have no claim for alleged loss of profit caused by any omission of scope of works by the Client during the construction period.   |  |  |  |  |
| B   | The tenderer shall note the extent of the demolition works required. The successful Tenderer shall liaise closely with the Project Coordinator with regards to the demolition works.  |  |  |  |  |
| C   | The Contractor is responsible and shall ensure all the items listed below are in good conditions, operated and ready to be used during work progress:<br>a) Telephone and fax<br>b) Data line for ATM/CDM and counter<br>c) Fire extinguisher<br>d) Toilet<br>(Failure in maintaining good conditions and operation will result in issuance of stop work order immediately) |  |  |  |  |
| D   | The Contractor is to ensure that the physical condition of the site is safe and secure during work progress for BSN staff/customers/public.<br>(Failure in complying the above condition will result in issuance of stop work order immediately)  |  |  |  |  |
| E   | The Contractor shall before commencing work confirm with the S.O the location for storing of equipments / machineries / materials.<br>The Contractor shall place all their equipments / machineries / materials in a locked storage box if it is located outside BSN premis.  |  |  |  |  |

**GENERAL CONDITIONS (cont'd)**

|   |  |  |  |  |  |  |
|---|--|--|--|--|--|--|
|   | <b><u>GENERAL CONDITIONS (cont'd)</u></b>  |  |  |  |  |  |
| A | All prices are to include for shorting, temporary supports, protective screens and precautionary security measures necessitated by each item and all other costs and charges including making good surrounding works, etc. that may be inferred from each item.  |  |  |  |  |  |
| B | The tenderer shall note that the term 'Demolition' applied herein shall include the hacking up, breaking out, cutting off stanchion, grubbing up and removal of all footings, bases and foundations of the structures to be demolished.  |  |  |  |  |  |
| C | Before commencing demolition to the various of work the tenderer must ensure the stability of the remaining sections and safety of neighbouring properties by providing all necessary shores, supports, underpinning, etc. as the situation dictates. The prices of the works are to include for all these provisions. |  |  |  |  |  |
| D | The term "S.O/Client" wherever used in the Contract Document shall mean Project Coordinator/Designer from Bank Simpanan Nasional.  |  |  |  |  |  |
| E | Certain areas of the site may be allocated for storing materials and the Contractor is to note that these areas will be strictly adhered to. Materials and goods when found to be stored in unauthorised areas must be immediately removed from site.  |  |  |  |  |  |
| F | Upon receiving any instruction to rectify any defects by the Client, the Contractors shall immediately commence to make good such defects and complete them within the time period given. The Client reserves the right to order additional labour and plant to be deployed during the Defects Liability Period.       |  |  |  |  |  |

**GENERAL CONDITIONS (cont'd)**

|  |  |  |  |  |  |
|--|--|--|--|--|--|
| <b>GENERAL CONDITIONS (cont'd)</b><br><br><b>SUBMISSION &amp; CONTRIBUTION FEE<br/>TO TNB / SESB / SESCO</b><br><br>A Contractor shall liaise with TNB for new BSN branch and made necessary arrangement for connection of power supply and application of new meter or DB & made a payment or any contribution fee to TNB. Any claim for submission and contribution fee will be entertain with official receipt from TNB/ SESB/ SESCO. |  |  |  |  |  |
|--|--|--|--|--|--|

RENOVATION WORK

BANK SIMPANAN NASIONAL

GC/4

# **BILLS OF QUANTITIES**

**BILL NO. 2 - DEMOLITION WORKS**

**DEMOLITION WORKS**

| Item | Description  | Unit | Qty | Rate (RM) | Amount (RM) |
|------|--|------|-----|-----------|-------------|
|      | <b><u>DEMOLITION WORKS</u></b>   |      |     |           |             |
|      | <b>Note :</b>  |      |     |           |             |
|      | The tenderer is to take note that the quantity indicated against any item in this Schedule of Works shall be used as a guide only and shall not form part of the contract. |      |     |           |             |
| A    | Dismantle / relocate all necessary furniture and fixtures c/w all accessories and fittings and make good affected area as per S.O's instruction                            | LS   |     |           |             |
| B    | To dismantle and relocate all existing system workstation including all accessories and fittings to Level 22 and as per S.O's instruction                                  | LS   |     |           |             |
| C    | Dismantle existing partition; ditto  | LS   |     |           |             |
| D    | Dismantle existing door; ditto   | LS   |     |           |             |
| E    | Dismantle existing glasswall; ditto  | LS   |     |           |             |
| F    | Dismantle existing electrical fitting including all accessories; ditto   | LS   |     |           |             |
| G    | To dismantle / relocate all existing unnecessary fitting as per S.O's instruction and approval.  | LS   |     |           |             |
|      | Any other item not specified above but shown in the drawing :-   |      |     |           |             |
| H    | .....  |      |     |           |             |
| J    | .....  |      |     |           |             |
| K    | .....  |      |     |           |             |
|      | <b>Total to Final Summary</b>  |      |     |           |             |

RENOVATION WORK

BANK SIMPANAN NASIONAL

SOW/2/1

# **BILLS OF QUANTITIES**

**BILL NO. 3 - INTERIOR WORKS**

**INTERNAL WALL AND PARTITION**

| Item | Description   | Unit | Qty | Rate (RM) | Amount (RM) |
|------|---|------|-----|-----------|-------------|
|      | <p><b><u>INTERNAL WALL AND PARTITION</u></b></p> <p><b>Note :</b></p> <p>The tenderer is to take note that the quantity indicated against any item in this Schedule of Works shall be used as a guide only and shall not form part of the contract.</p> <p>Supply and fix in position gypsum board partition with 12mm thick bare gypsum board flush finish on both sides with head, intermediate and bottom track taped at all joints including G.I. stud and rockwool sound insulation, all in accordance to manufacturer's detail as described</p> |      |     |           |             |
| A    | 75mm thick gypsum board partition to ceiling height (FB)  | M2   | 51  |           |             |
| B    | Supply and fix frameless tempered glass wall complete with frosted film sticker including all requisite silicone sealant fillets, head and bottom U-channel rubber cushion and all in accordance to manufacturer instruction  | M2   | 96  |           |             |
| C    | 12mm thick tempered glass wall (GP)   | N/A  |     |           |             |
| D    | Supply and fix frameless tempered glass wall complete with frosted film sticker and powder coated lattice including all requisite silicone sealant fillets, head and bottom U-channel rubber cushion and all in accordance to manufacturer instruction  |      |     |           |             |
| E    | 12mm thick tempered glass wall (GF)   |      |     |           |             |
| F    | Any other item not specified above but shown in the drawing :-  |      |     |           |             |
|      |   |      |     |           |             |
|      |   |      |     |           |             |
|      | <b>Total to Summary</b>   |      |     |           |             |

**DOORS & WINDOWS**

| Item | Description   | Unit | Qty | Rate (RM) | Amount (RM) |
|------|---|------|-----|-----------|-------------|
|      | <b><u>DOORS &amp; WINDOWS</u></b><br><br><b>Note :</b><br>The tenderer is to take note that the quantity indicated against any item in this Schedule of Works shall be used as a guide only and shall not form part of the contract.  |      |     |           |             |
| A    | <b>DOOR TYPE : D2</b><br>To supply and fix 12mm thick single leaf tempered glass door overall size 900mm x 2400mm high as described complete with approved 1500mm high stainless steel door handle (hairline finish), 'DORMA' or other equal and approved lockset and patch fitting floor spring hinges and all necessary approved accessories all as per detail drawings and to S.O approval | No   | 2   |           |             |
| B    | <b>DOOR TYPE : D7</b><br>To install existing doors and make good existing fitting and all necessary<br><br>Any other item not specified above but shown in the drawing:-  | No   | 1   |           |             |
| C    | .....   |      |     |           |             |
| D    | .....   |      |     |           |             |
| E    | .....   |      |     |           |             |
|      | <b>Total to Summary</b>   |      |     |           |             |

RENOVATION WORK

**WALL FINISHES**

| Item                    | Description   | Unit | Qty | Rate (RM) | Amount (RM) |
|-------------------------|---|------|-----|-----------|-------------|
|                         | <p><b><u>WALL FINISHES</u></b></p> <p><b>Note :</b></p> <p>The tenderer is to take note that the quantity indicated against any item in this Schedule Of Works shall be used as a guide only and shall not form part of the contract.</p>                                   |      |     |           |             |
| A                       | <p><b>EXISTING WALL</b></p> <p>Clean up, prepare resurfaces and make good existing wall and column surface including plastering where necessary to receive new painting.</p>  | LS   |     |           |             |
| B                       | <p><b>SKIM COATS (TYPE : EX)</b></p> <p>Selected skim coats to all wall and columns surfaces including all necessary works as per S.O's approval.</p>   | M2   | 71  |           |             |
| C                       | <p><b>PAINTING (INTERNAL WALL)</b></p> <p>Prepare and apply one (1) coat of alkali resisting primer and two (2) finishing coats of '<b>ICI Brilliant White</b>' in White Colour or other equal and approved to general surfaces of walls and columns to S.O's approval.</p> | M2   | 89  |           |             |
| D                       | <p><b>TYPE : WP</b></p> <p>Supply and lay approved selected 'GOODRICH' wall paper or other equal and approved pattern and including all related works to satisfaction of the S.O</p>  | N/A  |     |           |             |
| E                       | <p><b>TYPE : CG</b></p> <p>Supply and install approved 5mm thick approved selected coloured glass panel fixed to wall complete with necessary fixing accessories and including all related works to satisfaction of the S.O (Disucssion room)</p>                           | N/A  |     |           |             |
| F                       | <p><b>TYPE : RB</b></p> <p>Supply and install 'FELTON' or other equal and approved roller blind including all related works to satisfaction of the S.O</p> <p>Any other item not specified above but shown in the drawing:-</p>   | N/A  |     |           |             |
| G                       | .....   |      |     |           |             |
| H                       | .....   |      |     |           |             |
| <b>Total to Summary</b> |   |      |     |           | -           |

RENOVATION WORK

BANK SIMPANAN NASIONAL

SOW/5/1

**FLOOR FINISHES**

| Item | Description  | Unit | Qty | Rate<br>(RM) | Amount<br>(RM) |
|------|--|------|-----|--------------|----------------|
|      | <p><b><u>FLOOR FINISHES</u></b></p> <p><b>Note :</b></p> <p>The tenderer is to take note that the quantity indicated against any item in this Schedule of Works shall be used as a guide only and shall not form part of the contract.</p> <p><b>CARPET TILES</b></p> <p>A <b>TYPE : CT</b><br/>To make good existing carpet tiles for affected area and to S.O's approval.</p> <p>B <b>FLOOR SKIRTING (TYPE : MS)</b><br/>Supply and lay 100mm high MDF board skirting or other equal and approved with black / white paint finished.</p> <p>Any other item not specified above but shown in the drawing:-</p> <p>C .....</p> <p>D .....</p> <p>E .....</p> |      |     |              |                |
|      |  | LS   |     |              |                |
|      |  | M    | 44  |              |                |
|      | <b>Total to Summary</b>  |      |     |              | -              |

RENOVATION WORK

BANK SIMPANAN NASIONAL

SOW/6/1

**CEILING FINISHES**

| Item | Description  | Unit | Qty | Rate<br>(RM) | Amount<br>(RM) |
|------|--|------|-----|--------------|----------------|
|      | <p><b><u>CEILING FINISHES</u></b></p> <p><b>Note :</b></p> <p>The tenderer is to take note that the quantity indicated against any item in this Schedule of Works shall be used as a guide only and shall not form part of the contract.</p> |      |     |              |                |
| A    | <p><b>EXISTING SUSPENDED CEILING</b></p> <p>To remain and make good existing 600mm x 600mm suspended ceiling for affected area and to S.O's approval.</p> <p>Any other item not specified above but shown in the drawing:-</p>               | LS   |     |              |                |
| B    | .....  |      |     |              |                |
| C    | .....  |      |     |              |                |
| D    | .....  |      |     |              |                |
|      | <b>Total to Summary</b>  |      |     |              | -              |

RENOVATION WORK

BANK SIMPANAN NASIONAL

SOW/7/1

**FURNITURE AND FIXTURE**

| Item | Description   | Unit | Qty | Rate (RM) | Amount (RM) |
|------|---|------|-----|-----------|-------------|
|      | <p><b><u>FURNITURE AND FIXTURE</u></b></p> <p><b>Note :</b></p> <p>The tenderer is to take note that the quantity indicated against any item in this Schedule of works shall be used as a guide only and shall not form part of the contract.</p> <p><b><u>OFFICE FURNITURE SYSTEMS</u></b></p> <p>Supply and install office furniture systems complete with all accessories and S.O's approval</p> |      |     |           |             |
| A    | Officer Working Chair (BC/3)  | No   | 26  |           |             |
| B    | Officer Working Table (WT/4)  | No   | 26  |           |             |
| C    | Discussion table (DT2a)   | No   | 1   |           |             |
| D    | Discussion chair (DC2)  | No   | 8   |           |             |
| E    | 4' height Poly carbonate panel for WT/4   | Lot  | 1   |           |             |
| F    | 5' height Poly carbonate panel<br>(Overall length : 3.40m)  | No   | 2   |           |             |
|      | Relocate and re-arrange existing workstation as per S.O's instruction   |      |     |           |             |
| G    | Officer Working Table (WT/4)  | No   | 44  |           |             |
|      | <b><u>BUILT-IN FURNITURE</u></b>  |      |     |           |             |
| H    | Fabricate and install low cabinet overall length 3400mm complete with lockset and necessary accessories all as per detail drawing and S.O's approval (LC02)   | Lot  | 1   |           |             |
| J    | Fabricate, deliver and construct full height cabinet overall length 1000mm in white laminated finish complete with lockset and necessary accessories all as per detail drawing and S.O's approval   | Lot  | 1   |           |             |
|      | Any other item not specified above but shown in the drawing:-   |      |     |           |             |
| K    | .....   |      |     |           |             |
| L    | .....   |      |     |           |             |
| M    | .....   |      |     |           |             |
|      | <b>Total to Summary</b>   |      |     |           |             |

RENOVATION WORK

BANK SIMPANAN NASIONAL

SOW/8/1

**SUMMARY**

| Item | Description                   | Unit | Qty | Rate<br>(RM) | Amount<br>(RM) |
|------|-------------------------------|------|-----|--------------|----------------|
|      | <b><u>SUMMARY</u></b>         |      |     |              |                |
|      | INTERNAL WALL AND PARTITION   |      |     |              |                |
|      | DOORS & WINDOWS               |      |     |              |                |
|      | WALL FINISHES                 |      |     |              |                |
|      | FLOOR FINISHES                |      |     |              |                |
|      | CEILING FINISHES              |      |     |              |                |
|      | FURNITURE AND FIXTURES        |      |     |              |                |
|      | <b>TOTAL TO FINAL SUMMARY</b> |      |     |              |                |

SUM/1

# **BILLS OF QUANTITIES**

**BILL NO. 4 - MECHANICAL AND  
ELECTRICAL WORKS**

**MECHANICAL AND ELECTRICAL WORKS**

| Item | Description   | Unit | Qty | Rate (RM) | Amount (RM) |
|------|---|------|-----|-----------|-------------|
|      | <p><b>ELECTRICAL INSTALLATION</b></p> <p><b>DISTRIBUTION BOARD</b></p> <p>Note : All DBs Shall Metalclad type complete with MCCB, RCCB, Shunt Trip Coil, RYB Phase Ind Light, MCB etc for complete installation system as per drawing and specification.</p> <p><b>FINAL SUB-CIRCUIT WIRINGS</b></p> <p>Note :</p> <ul style="list-style-type: none"> <li>i) All Wiring shall be installed as per drawing, relevant rules, regulation and specification. All quantities are subjected to</li> <li>ii) The Contractor shall propose 2-way switch for staircase / lobby (or wide area) as per drawing</li> <li>iii) Minimum cross section area of protective conductor in relation to the cross section area of associated phase conductor shall be install as per IEE Wiring Regulation Sixteenth Edition, Table 54G.</li> <li>iv) All Wiring shall be in rewireable G.I Conduit/ Hot Dried Galvanised Trunking / Hot Dipped Galvanised Cable Tray / UPVC High Impact Pipe.</li> </ul> |      |     |           |             |
| A    | Install and wiring of lighting point using 2 x 1.5mm <sup>2</sup> PVC cable and protective conductor complete with 10A SP decorative flush switch (including 2 way and intermediate switch) (2' x 2' 18Watt T5)(Relocate existing lighting)   | No   | 20  |           |             |
| B    | To Install and Wiring of 13A Socket using 2 x 2.5mm <sup>2</sup> PVC cable & Protective conductor c/w 13A 3 Pin Switched socket of type c/w testing and Commissioning   | No   | 231 |           |             |
| C    | To Install and Wiring of Lighting point using 2 x 1.5mm <sup>2</sup> PVC cable & Protective conductor for self-contained <b>EMERGENCY Luminaire</b> c/w testing and Commissioning. (Ceiling Mounted)  | No   | 2   |           |             |
| D    | To Install and Wiring of Lighting point using 2 x 1.5mm <sup>2</sup> PVC cable & Protective conductor for self-contained <b>KELUAR Luminaire</b> c/w testing and Commissioning. (LCD Type)  | No   | 1   |           |             |
|      | <b>TO COLLECTION :</b>  |      |     |           |             |

**MECHANICAL AND ELECTRICAL WORKS**

| Item | Description  | Unit | Qty | Rate (RM) | Amount (RM) |
|------|--|------|-----|-----------|-------------|
|      | <b><u>ELECTRICAL INSTALLATION (CONT'D)</u></b>   |      |     |           |             |
|      | <b><u>LIGHT FITTINGS</u></b>   |      |     |           |             |
|      | Supply and install of light fittings and power outlets.  |      |     |           |             |
| A    | 2 x 18W T5 recessed flourescent fittings complete with Full Mirror Reflector (600mm x 600mm)<br><b>Brand : PCO OR EQUIVALENT</b>                           | N/A  |     |           |             |
| B    | 13A Socket using 2 x 2.5mm <sup>2</sup> PVC cable and protective conductor complete with 13A 3 pin switched socket<br><b>Brand : CLIPSAL OR EQUIVALENT</b> | No   | 81  |           |             |
| C    | Relocate existing 2 x 18W T5 recessed flourescent fittings complete with all accessories (600mm x 600mm)   | N/A  |     |           |             |
| D    | Surface <b>LED EMERGENCY LIGHT</b> complete with sealed NI-CD Battery for 3 hours duration<br><b>Brand : PCO OR EQUIVALENT</b>                             | N/A  |     |           |             |
| E    | Relocate existing emergency light complete with all accessories  | N/A  |     |           |             |
| F    | Single Sided <b>LED KELUAR SIGN SLIMLINE</b> complete with sealed NI-CD Battery for 3 hours duration<br><b>Brand : PCO OR EQUIVALENT</b>                   | No   | 1   |           |             |
| G    | Relocate existing KELUAR SIGN complete with all accessories  | N/A  |     |           |             |
|      | <b><u>PUBLIC ADDRESS SYSTEM</u></b>  |      |     |           |             |
| H    | Relocate existing speaker including wiring and necessary works   | Lot  | 1   |           |             |
|      | <b>TO COLLECTION :</b>   |      |     |           |             |

**MECHANICAL AND ELECTRICAL WORKS**

| Item | Description  | Unit | Qty | Rate (RM) | Amount (RM) |
|------|--|------|-----|-----------|-------------|
|      | <b>ELECTRICAL EXTRA LOW VOLTAGE INSTALLATION (EELV)</b><br><b>CARD ACCESS SYSTEM</b><br><br>To supply, deliver to site, storage, install/erection, testing & commissioning the following Card Access System c/w all the necessary accessories for the complete system as per drawings and specification :-<br><br>A Proximity Type Swipe Centralised Card Reader with Polycarbonate Keypad and Alarm Features for Entry Doors and Exit Doors c/w all necessary reader interface units and Controller Units for connection to the main Switch/Hub for Centralised Monitored Card Access System as indicated in the drawings<br><br>(Model : MicroEngine Plato P80S)<br>a) Entry Reader (MicroEngine Plate P80S)<br>b) Exit Reader (MicroEngine Plate P80S)<br><br>B Door Network Controller<br>(Model : MicroEngine M1000i)<br><br>C 12 D.C. Electro Magnetic Locks (600lbs minimum) for all the single leaf doors c/w U Brackets for magnetic lock, surface mounted Magnetic Contact and all other accessories<br><br>D Emergency Break Glass next to all exit readers<br><br>E Overide Key Switch<br><br>F Surface Magenetic Contact<br><br>G Testing and comissioning c/w 1 year equipment warranty<br><br>Any ither item not specified above but shown in the drawing :-<br><br>H .....<br><br>J .....<br><br>K ..... |      |     |           |             |
|      | <b>TO COLLECTION :</b>   |      |     |           |             |

**MECHANICAL AND ELECTRICAL WORKS**

| Item | Description  | Unit | Qty | Rate (RM) | Amount (RM) |
|------|--|------|-----|-----------|-------------|
|      | <b>MECHANICAL WORKS</b>  |      |     |           |             |
|      | <b>FIRE FIGHTING SYSTEM</b>  |      |     |           |             |
| A    | Relocate existing sprinkler system including piping and necessary works    | N/A  |     |           |             |
|      | <b>AIR-CONDITIONING SYSTEM</b>   |      |     |           |             |
| B    | Relocate diffuser and ducting and necessary works including balancing test | Lot  | 1   |           |             |
|      | <b>OTHERS</b>  |      |     |           |             |
| C    | Testing and commissioning of all M&E work                                  | LS   | 1   |           |             |
| D    | Supply of shop drawings and as-built drawings                              | Set  | 3   |           |             |
| E    | Supply of operation & maintenance manual                                   | Set  | 3   |           |             |
|      | Any other item not specified above but shown in the drawing :-             |      |     |           |             |
| F    |  |      |     |           |             |
| G    |  |      |     |           |             |
| H    |  |      |     |           |             |
|      | <b>TO COLLECTION :</b>   |      |     |           |             |
|      | <b>COLLECTION :</b>  |      |     |           |             |
|      | From Page SME/1  |      |     |           |             |
|      | From Page SME/2  |      |     |           |             |
|      | From Page SME/3  |      |     |           |             |
|      | From Page SME/4  |      |     |           |             |
|      | <b>TOTAL TO FINAL SUMMARY</b>  |      |     |           |             |

# **BILLS OF QUANTITIES**

**BILL NO. 5 - INFORMATION  
COMMUNICATION INFRASTRUCTURE  
(ICT) SYSTEM**

**INFORMATION COMMUNICATION INFRASTRUCTURE (ICT) SYSTEM**

| Item | Description   | Unit | Qty | Rate (RM) | Amount (RM) |
|------|---|------|-----|-----------|-------------|
|      | <p><b><u>INFORMATION COMMUNICATION INFRASTRUCTURE (ICT) SYSTEM</u></b></p> <p>To supply, deliver to site, storage, install/erection, testing and commissioning the following Information Communication Infrastructure (ICT) System as per drawings and specifications :-</p> <p><b><u>Horizontal Cabling System</u></b></p> <p>A Category 6 Copper Cable, 23AWG Low Smoke Zero Halogen inclusive of patch panel, RJ-45 Snap-In Modular Jack, Single Port Angled Faceplate, Patch Cords, termination and all other necessary accessories installed cable to be terminated with T568B Colour Coding and must be tested with a Calibrated Cable Certifier complete with tested report for TELEPHONE,DATA,CCTV ,WIRELESS POINT ,CARD ACCESS AND BIOMETRIC DEVICE etc</p> <p>Cable:<br/>Brand: Nexans<br/>Model: N100.604<br/>Description: LANmark-6 Category 6 350Mhz, Unscreened, U/UTP, Low Smoke Zero Halogen Jacket, 23 AWG, 4 Pairs (Orange) Solid Copper Cable</p> <p>RJ-45 Modular Jack :<br/>Brand: Nexans<br/>Model: N420.660<br/>Description: LANmark-6 Category 6 250MHz, Unscreened, U/UTP, Snap-In EVO, RJ-45 Modular Jack (Light Grey)</p> <p>Faceplate :<br/>Brand: Nexans<br/>Model: N800.511<br/>Description: LANmark EU Style 86mm x 86mm Angled Faceplate, Snap-In Type, with Dust Shuttered Cover Entry, 1 Port(s) (White)</p> <p>B 24 Ports Patch Panel:<br/>Brand: Nexans<br/>Model: N521.661BK<br/>Description: LANmark Snap-In Type, 19" 1HU Patch Panel Fixed Type, (Black) - 24 Port(s)</p> |      |     |           |             |
|      | <b>Total to Carry Forward</b>   |      |     |           |             |

RENOVATION WORK

BANK SIMPANAN NASIONAL

TICT/1

**INFORMATION COMMUNICATION INFRASTRUCTURE (ICT) SYSTEM**

| Item | Description   | Unit | Qty | Rate (RM) | Amount (RM) |
|------|---|------|-----|-----------|-------------|
|      | b/f   |      |     |           |             |
|      | <b><u>INFORMATION COMMUNICATION INFRASTRUCTURE (ICT) SYSTEM (cont'd)</u></b>  |      |     |           |             |
| A    | RJ-45 Patch Cords, Workstation Side:<br>(To be labelled both ends using Panduit Self Laminating P1 Label Cassette (S100X150VAC)   | No   | 33  |           |             |
|      | RJ-45 Patch Cords, Workstation Side: Colour to be determined during installation<br>Brand: Nexans<br>Model: N116.P1A030OK<br>Description: LANmark-6, Category 6, 250Mhz, Unscreened, U/UTP, Low Smoke Zero Halogen Jacket, 24 AWG, 4 Pairs (Orange), Stranded, RJ-45 to RJ-45 Patch Cords - 3 Meter(s)                  | No   | 33  |           |             |
|      | RJ-45 Patch Cords, Rack Side: Colour to be determined during installation<br>RJ-45 Patch Cords, Workstation Side:<br>Brand: Nexans<br>Model: N116.P1A002OK<br><br>Data : 18 unit<br>Telephone : 16 unit<br>Keselamatan : 11 unit<br><br>Description: LANmark-6 patch cord Cat 6 Unscreen LSZH 0.2m Orange (Black latch) | No   | 33  |           |             |
| B    | To supply and install Cisco POE, complete with 2 Years of Smart Net Support<br>Brand: Cisco<br>Model: C9200L- 48P- 4G   | No   | 1   |           |             |
|      | <b><u>Others</u></b>  |      |     |           |             |
| C    | Testing and commissioning c/w test reports & documentation.   | Lot  | 1   |           |             |
|      | <b>Total to Carry Forward</b>   |      |     |           |             |

RENOVATION WORK

BANK SIMPANAN NASIONAL

TICT/2

**INFORMATION COMMUNICATION INFRASTRUCTURE (ICT) SYSTEM**

| Item | Description   | Unit | Qty | Rate (RM) | Amount (RM) |
|------|---|------|-----|-----------|-------------|
|      | b/f<br><br><b><u>INFORMATION COMMUNICATION INFRASTRUCTURE (ICT) SYSTEM (cont'd)</u></b><br>Any other works not mentioned above but necessary for complete installation. |      |     |           |             |
| A    |   |      |     |           |             |
| B    |   |      |     |           |             |
| C    |   |      |     |           |             |
|      | <b>Total to Final Summary</b>   |      |     |           |             |

RENOVATION WORK

BANK SIMPANAN NASIONAL

TICT/3

# **SENARAI LUKISAN**

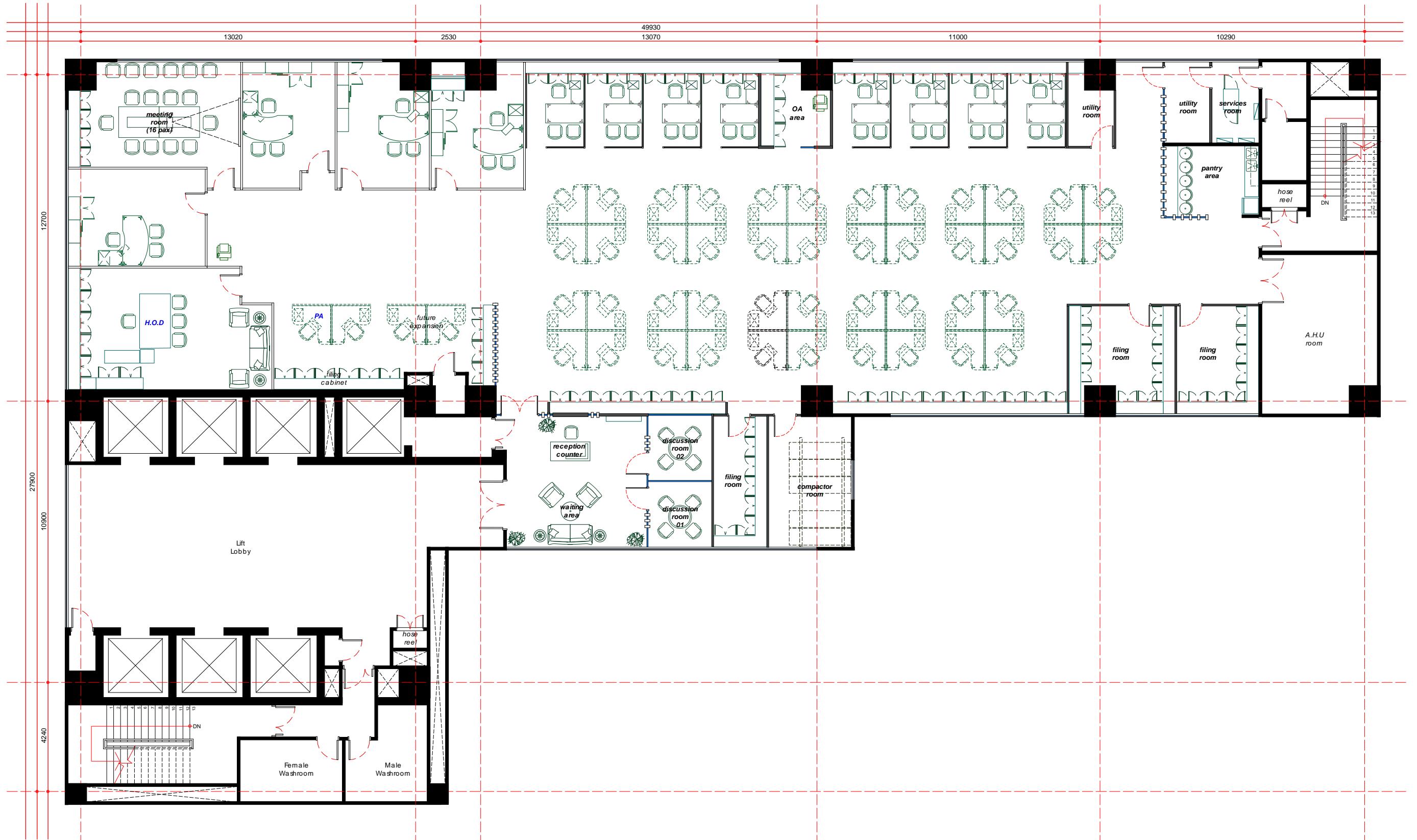
## SENARAI LUKISAN

| ITEM | MAKLUMAT LUKISAN                                |
|------|---|
| A.   | Existing Layout Plan - 18th Floor               |
| B.   | Proposed Interior Layout Plan - 18th Floor      |
| C.   | Door, Floor & Wall Finish Layout Plan           |
| D.   | Wall Partitioning Layout Plan                   |
| E.   | System Workstation & Fixture Layout Plan        |
| F.   | Electrical, ICT & Security Point Layout Plan    |
| G.   | Door Schedule                                   |
| H.   | Door detail Type : D2                           |
| J.   | Detail Office Furniture System                  |
|      | a. WT/4   |
|      | b. BC/3   |
|      | c. DC/2   |
|      | d. DT/2a  |
|      | e. BV/2   |
| K.   | Typical Low Cabinet (Fixed) Detail Type : LC/02 |
| L.   | Typical Full Height Cabinet Detail Type : FH/3  |
|      |   |

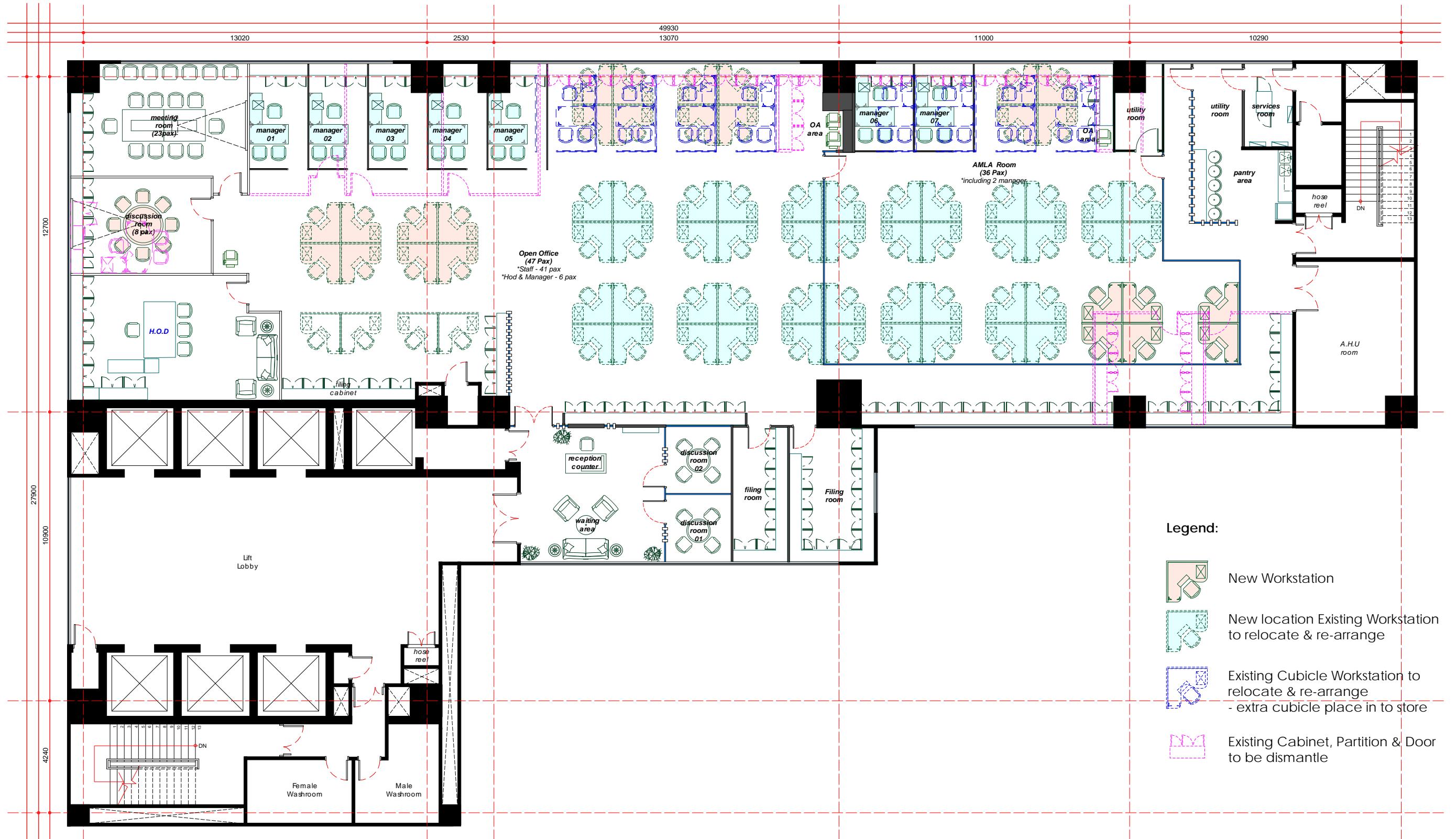
KERJA-KERJA UBAHSUAI KECIL RUANG  
PEJABAT JABATAN PEMATUHAN DI  
TINGKAT 18, BANGUNAN WISMA BSN, IBU  
PEJABAT, KUALA LUMPUR.



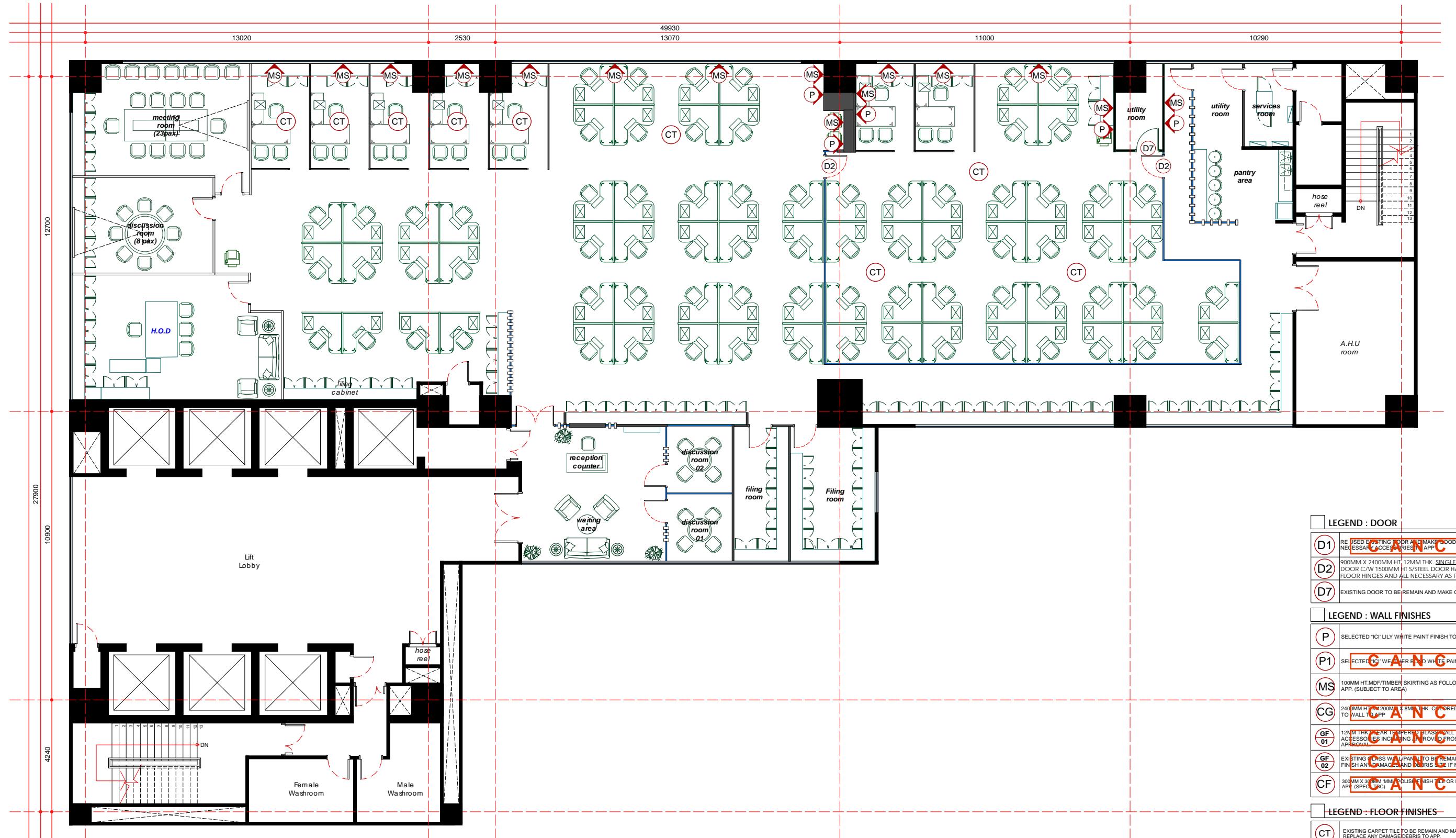
JABATAN PENTADBIRAN AM  
& KESELAMATAN,  
TINGKAT 12, WISMA BSN,  
117 JALAN AMPANG,  
50450 KUALA LUMPUR.  
TEL : 03 - 2162 3222  
FAX : 03 - 2164 6367



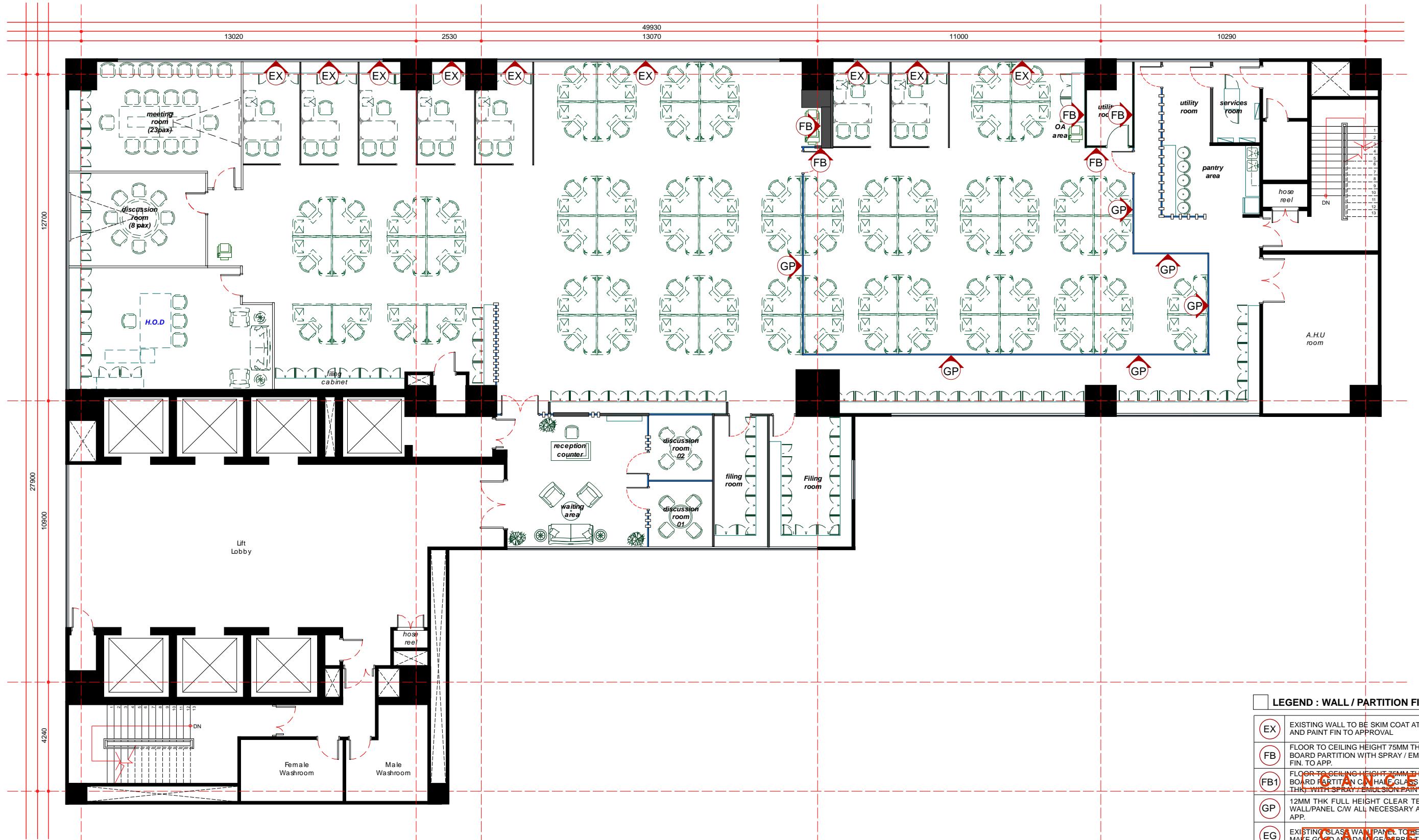
|   | Projek  | Disemak  | Disahkan | Dipersetujui                            | Diluluskan   | Maklumat Lukisan  |
|---|---|----------|----------|---|--|---|
| <b>BSN</b><br>BAHAGIAN PEMBANGUNAN & PENGURUSAN FASILITI JABATAN PENTADBIRAN AM & KESELAMATAN | <b>CADANGAN KERJA-KERJA UBAHSUAI RUANG PEJABAT DI BANGUNAN WISMA BSN, KUALA LUMPUR.</b> |          |          |   |  | Tajuk Lukisan EXISTING LAYOUT PLAN-18TH FLOOR   |
|   | <b>TINGKAT : 18</b>   | Tarikh : | Tarikh : | Naib Presiden Kanan/<br>Ketua Pematuhan | Naib Presiden Kanan/<br>Ketua Pentadbiran Am & Keselamatan | Dilukis oleh MG<br>Skala 1 : 150<br>Tarikh DEC 2020<br>No.Lukisan<br>Pindaan 1 11 111 1V V V1<br>Tarikh |
|   |   |          |          | Tarikh :                                | Tarikh :   |   |



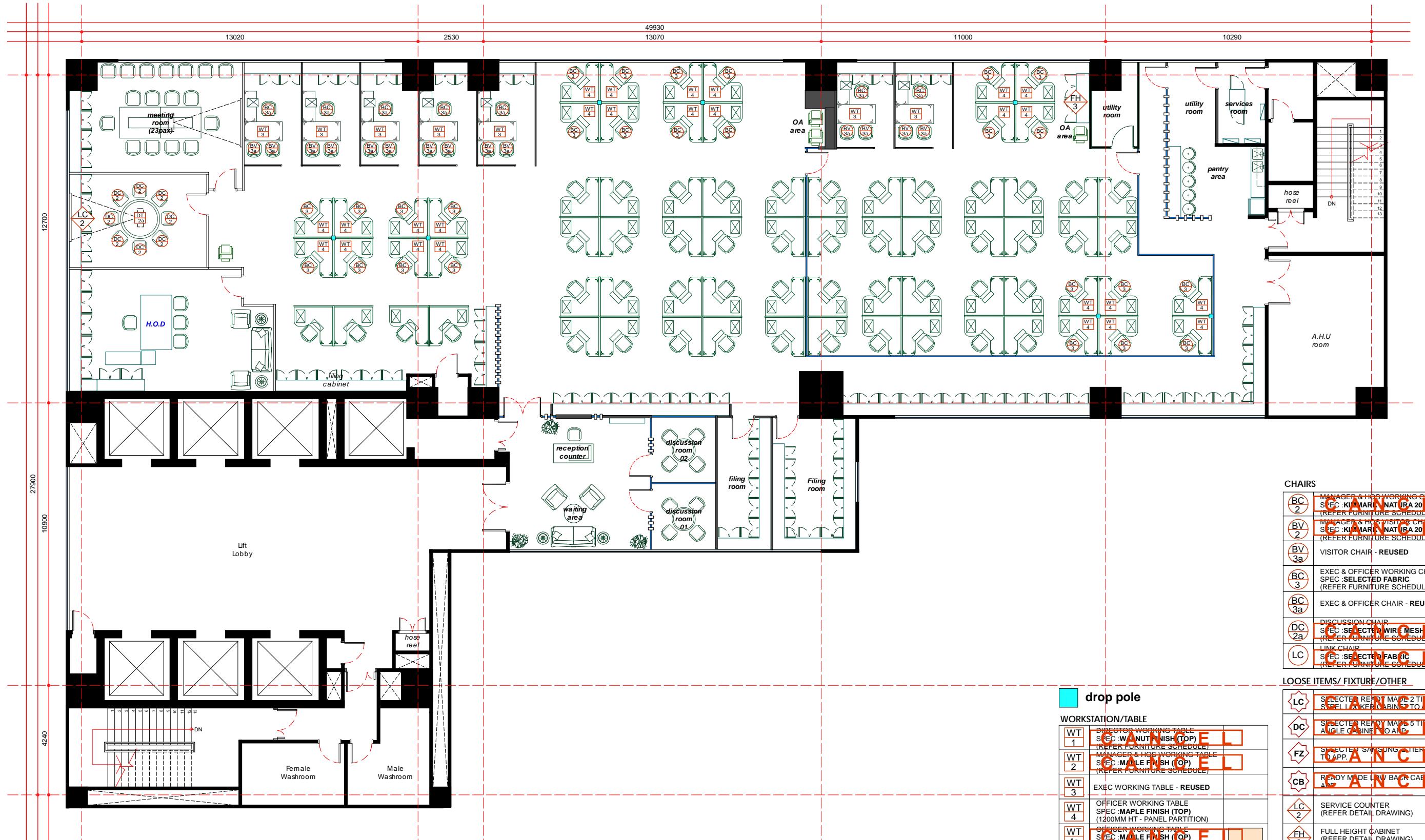
|  | Projek  | Disemak  | Disahkan | Dipersetujui                            | Diluluskan                   | Maklumat Lukisan  |
|--|---|----------|----------|---|------------------------------|---|
| <br>BAHAGIAN PEMBANGUNAN &<br>PENGURUSAN FASILITI<br>JABATAN PENTADBIRAN AM &<br>KESELAMATAN | <b>KERJA-KERJA UBAHSUAI<br/>KECIL RUANG PEJABAT DI<br/>BANGUNAN WISMA BSN,<br/>KUALA LUMPUR.</b><br><br><b>TINGKAT : 18</b> |          |          | Naib Presiden Kanan/<br>Ketua Pematuhan | Ketua Pegawai Operasi<br>BSN | Tajuk Lukisan PROPOSED INTERIOR LAYOUT<br>PLAN- 18TH FLOOR<br><br>Dilukis oleh MG<br><br>Skala 1 : 150<br><br>Tarikh DEC 2020<br><br>No.Lukisan<br><br>Pindaan 1 11 111 1V V V1<br>Tarikh 10/12/20 20/01/21 |
|  | Tarikh :  | Tarikh : | Tarikh : | Tarikh :                                | Tarikh :                     |   |



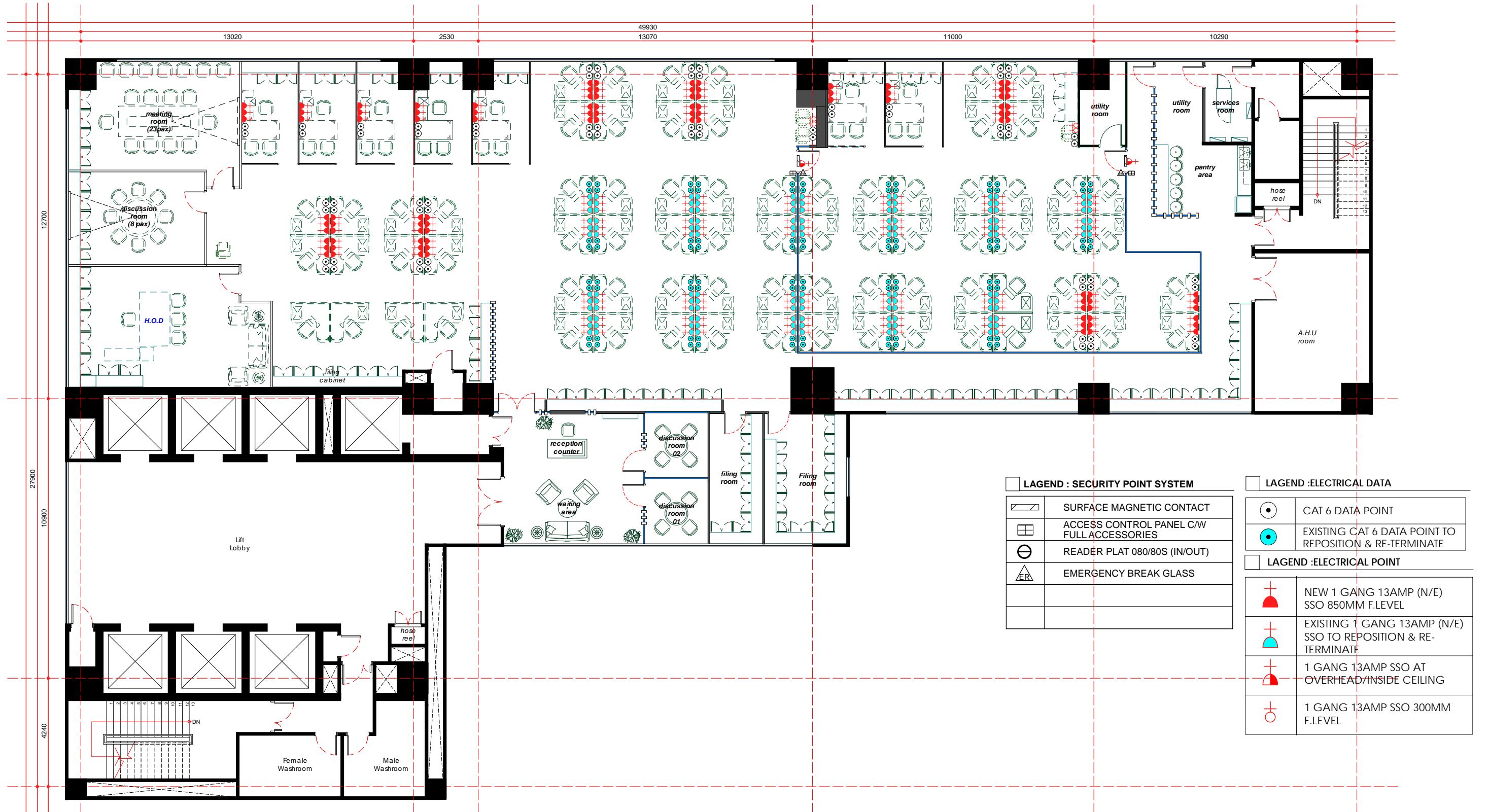
|  | Projek  | Disemak  | Disahkan | Dipersetujui  | Diluluskan                                | Maklumat Lukisan  |
|--|---|----------|----------|---|---|---|
| <br>BAHAGIAN PEMBANGUNAN & PENGURUSAN FASILITI<br>JABATAN PENTADBIRAN AM & KESELAMATAN | <b>KERJA-KERJA UBAHSUAI KECIL RUANG PEJABAT DI BANGUNAN WISMA BSN, KUALA LUMPUR.</b><br><br><b>TINGKAT : 18</b> |          |          | Naib Presiden Kanan/<br>Ketua Pematuhan<br><br>Tarikh : | Ketua Pegawai Operasi BSN<br><br>Tarikh : | Tajuk Lukisan: DOOR, FLOOR & WALL FINISH LAYOUT PLAN<br><br>Dilukis oleh: MG<br><br>Skala: 1 : 150<br><br>Tarikh: DEC 2020<br><br>No.Lukisan:<br><br>Pindaan: 1 / 11 / 111 / 1V / V / V1<br><br>Tarikh: 10/12/20 / 20/01/21 |
|  |   | Tarikh : | Tarikh : |   |   |   |



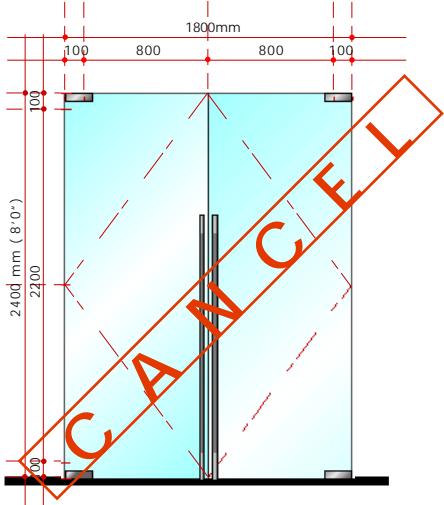
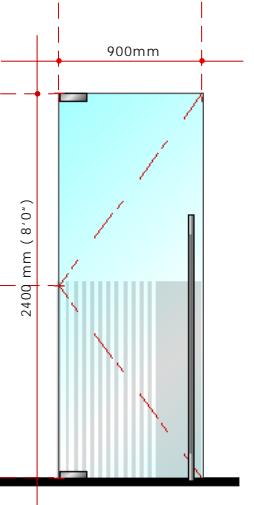
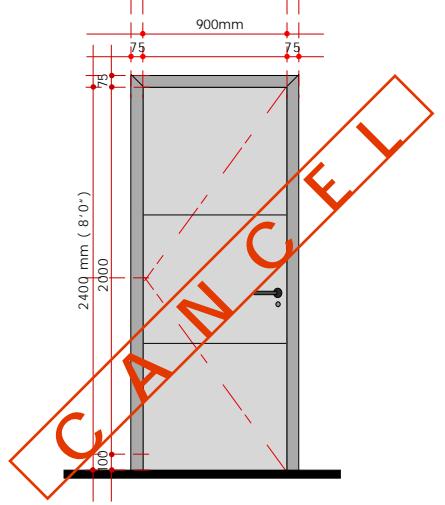
|  | Projek  | Disemak  | Disahkan | Dipersetujui  | Diluluskan                                | Maklumat Lukisan  |
|--|---|----------|----------|---|---|---|
| <br>BAHAGIAN PEMBANGUNAN & PENGURUSAN FASILITI<br>JABATAN PENTADBIRAN AM & KESELAMATAN | <b>KERJA-KERJA UBAHSUAI KECIL RUANG PEJABAT DI BANGUNAN WISMA BSN, KUALA LUMPUR.</b><br><br><b>TINGKAT : 18</b> |          |          | Naib Presiden Kanan/<br>Ketua Pematuhan<br><br>Tarikh : | Ketua Pegawai Operasi BSN<br><br>Tarikh : | Tajuk Lukisan <b>WALL PARTITIONING LAYOUT PLAN</b><br>Dilukis oleh MG<br>Skala 1 : 150<br>Tarikh DEC 2020<br>No.Lukisan<br>Pindaan 1 11 111 1V V V1<br>Tarikh 10/12/20 20/01/21 |
|  |   | Tarikh : | Tarikh : |   |   |   |



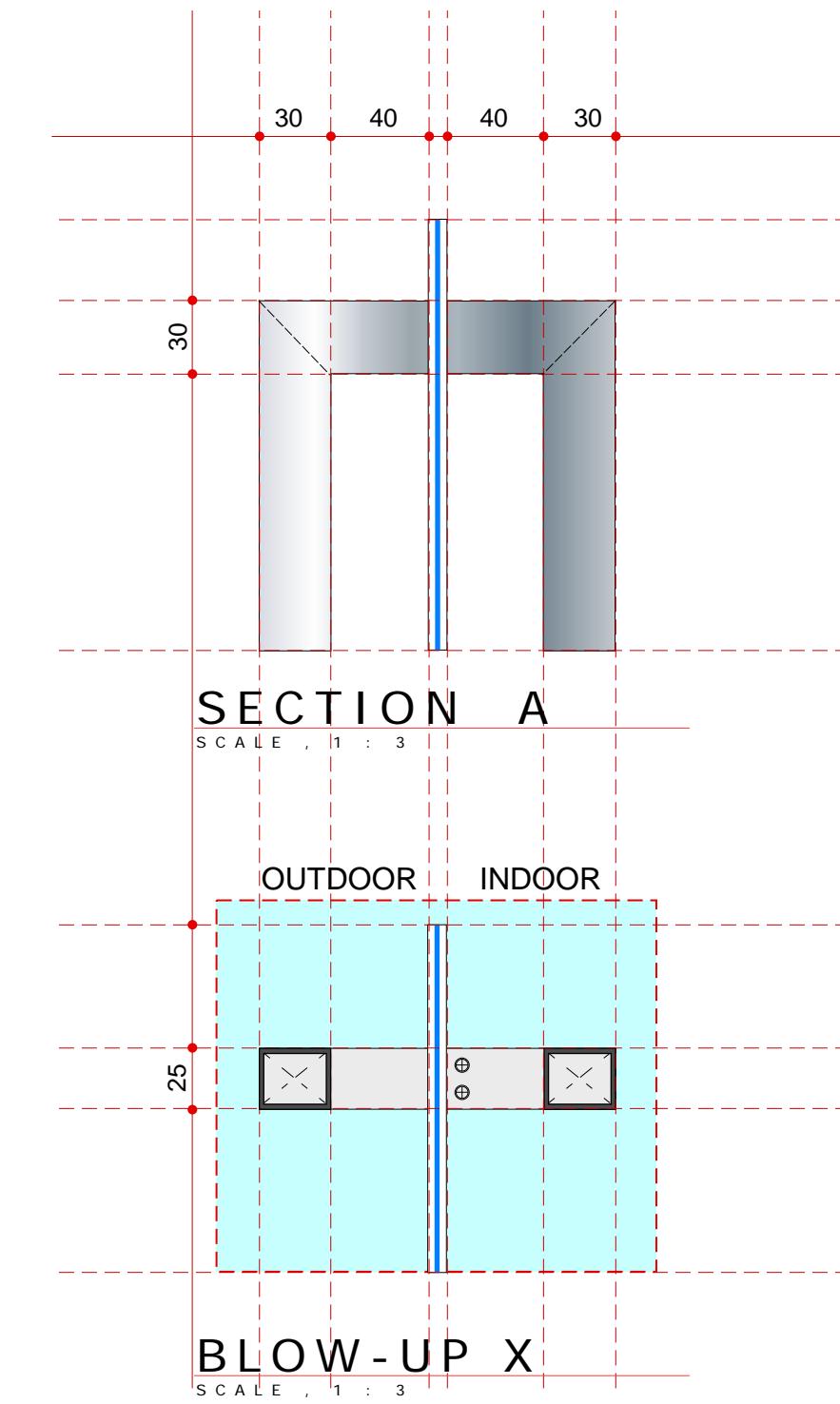
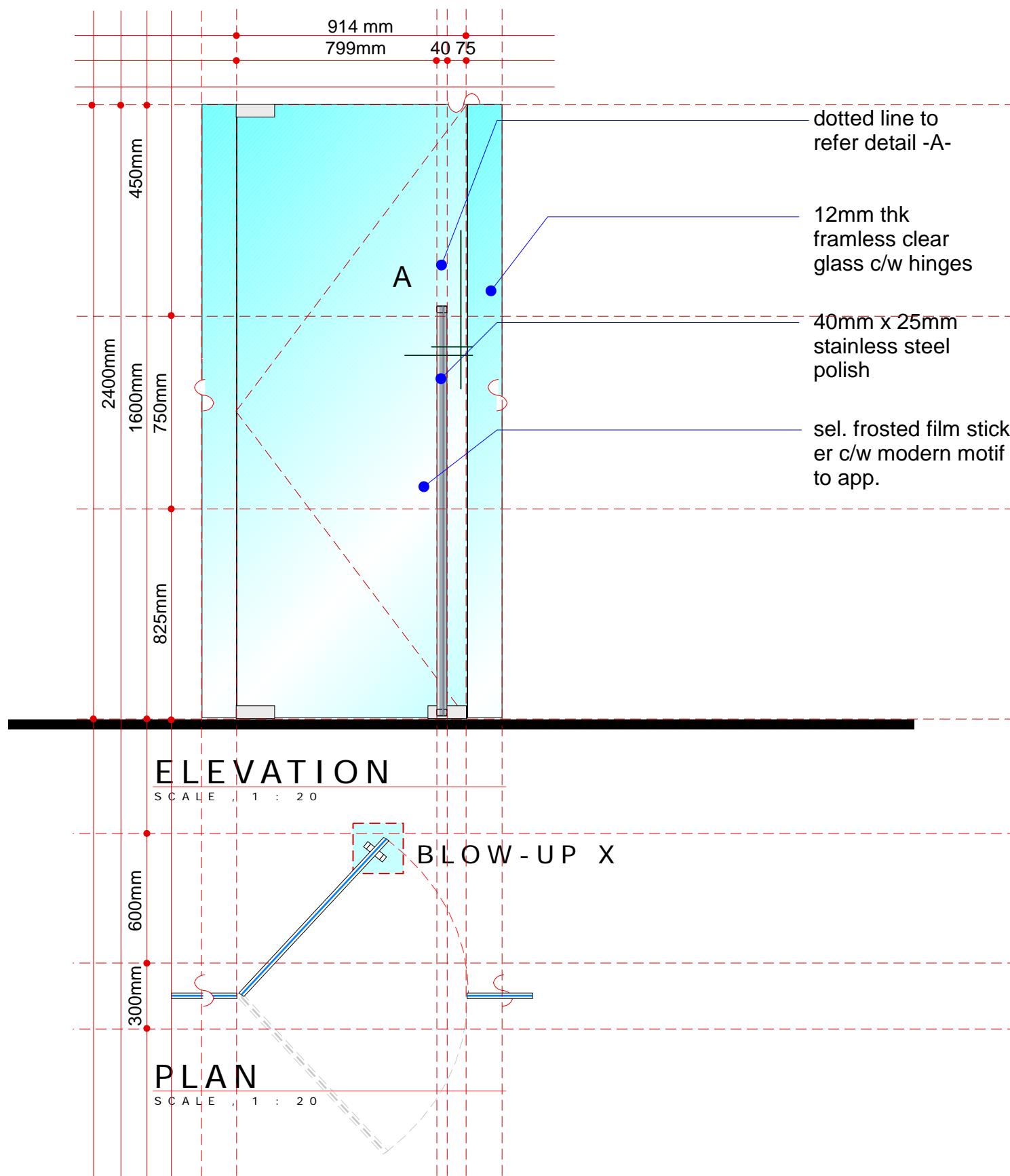
|   | Projek  | Disemak  | Disahkan | Dipersetujui  | Diluluskan                                   | Maklumat Lukisan   |
|---|---|----------|----------|---|--|--|
| <br>BAHAGIAN PEMBANGUNAN &<br>PENGURUSAN FASILITI<br>JABATAN PENTADBIRAN AM &<br>KESELAMATAN | <b>KERJA-KERJA UBAHSUAI<br/>KECIL RUANG PEJABAT DI<br/>BANGUNAN WISMA BSN,<br/>KUALA LUMPUR.</b><br><br><b>TINGKAT : 18</b> |          |          | Naib Presiden Kanan/<br>Ketua Pematuhan<br><br>Tarikh : | Ketua Pegawai Operasi<br>BSN<br><br>Tarikh : | Tajuk Lukisan SYSTEM WORKSTATION &<br>FIXTURE LAYOUT PLAN<br><br>Dilukis oleh MG<br><br>Skala 1 : 150<br><br>Tarikh DEC 2020<br><br>No.Lukisan<br><br>Pindaan 1 11 111 1V V V1<br>Tarikh 10/12/20 20/01/21 |
|   |   | Tarikh : | Tarikh : |   |  |  |



|  | Projek  | Disemak  | Disahkan | Dipersetujui                            | Diluluskan                | Maklumat Lukisan  |
|--|---|----------|----------|---|---------------------------|---|
| <br>BAHAGIAN PEMBANGUNAN & PENGURUSAN FASILITI JABATAN PENTADBIRAN AM & KESELAMATAN | <b>KERJA-KERJA UBAHSUAI KECIL RUANG PEJABAT DI BANGUNAN WISMA BSN, KUALA LUMPUR.</b><br><br><b>TINGKAT : 18</b> |          |          | Naib Presiden Kanan/<br>Ketua Pematuhan | Ketua Pegawai Operasi BSN | Tajuk Lukisan ELECTRICAL, ICT & SECURITY POINT LAYOUT PLAN<br>Dilukis oleh MG<br>Skala 1 : 150<br>Tarikh DEC 2020<br>No.Lukisan<br>Pindaan 1 11 111 1V V V1<br>Tarikh 10/12/20 20/01/21 |
|  | Tarikh :  | Tarikh : | Tarikh : |   | Tarikh :                  |   |

|             |  |   |  |  |
|-------------|--|---|--|--|
|             |   |    |   |  |
| CODE        | D1   | D2  | D3   |  |
| AREA        | REFER DRAWING  | REFER DRAWING   | REFER DRAWING  |  |
| DESCRIPTION | 1800mm X 2400mm HT. 12mmTHK. DOUBLE SWING TEMPERED GLASS DOOR C/W 1650MM HT. S/STEEL DOOR HANDLE LOCKSET AND PATCH FITTING FLOOR SPRING HINGES ALL NECESSARY ACCESSORIES TO APP. | 900mm X 2400mm HT. 12mmTHK. SINGLE SWING TEMPERED GLASS DOOR C/W 1650MM HT. S/STEEL DOOR HANDLE LOCKSET AND PATCH FITTING FLOOR SPRING HINGES ALL NECESSARY ACCESSORIES TO APP. | 900mm X 2400mm HT. 38mmTHK. SINGLE TIMBER FLUSH DOOR TO BE SPRAY PAINT FINISH C/W 4MM THK. GROOVE LINE TO PAINT FINISH AND ALL NECESSARY ACCESSORIES TO APP. |  |
| IRONMONGERY | HAIRLINE FINISH STAINLESS STEEL HANDLE LOCKSET: 'DORMA STANDARD'   | HAIRLINE FINISH STAINLESS STEEL HANDLE LOCKSET: 'DORMA STANDARD'  | DOOR CLOSER : DORMA - TS 83<br>LOCKSET LIVER HANDLE: DORMA - ZS 8111   |  |
| CODE        |  |   |  |  |
| AREA        |  |   |  |  |
| DESCRIPTION |  |   |  |  |
| IRONMONGERY |  |   |  |  |

|  | Projek  | Disemak | Disahkan | Dipersetujui | Diluluskan | Maklumat Lukisan                   |
|--|---|---------|----------|--------------|------------|------------------------------------|
| <br>BAHAGIAN PEMBANGUNAN & PENGURUSAN FASILITI JABATAN PENTADBIRAN AM & KESELAMATAN | KERJA-KERJA UBAHSUAI KECIL RUANG PEJABAT DI BANGUNAN WISMA BSN, KUALA LUMPUR.<br><br>TINGKAT : 18 |         |          |              |            | Tajuk Lukisan <b>DOOR SCHEDULE</b> |
|  |   |         |          |              |            | Dilukis oleh MG                    |
|  |   |         |          |              |            | Skala 1 : 150                      |
|  |   |         |          |              |            | Tarikh DEC 2020                    |
|  |   |         |          |              |            | No.Lukisan                         |
|  |   |         |          |              |            | Pindaan 1 11 111 1V V V1           |
|  |   |         |          |              |            | Tarikh 10/12/20 20/01/21           |



**NOTE:**  
 \*HANDLE, HINGES, LOCK CASE TO REFER  
 DOOR SCHEDULE

|  | Projek  | Disemak  | Disahkan | Dipersetujui  | Diluluskan                                | Maklumat Lukisan   |
|--|---|----------|----------|---|---|--|
| <br>BAHAGIAN PEMBANGUNAN & PENGURUSAN FASILITI JABATAN PENTADBIRAN AM & KESELAMATAN | KERJA-KERJA UBAHSUAI KECIL RUANG PEJABAT DI BANGUNAN WISMA BSN, KUALA LUMPUR.<br><br>TINGKAT : 18 | Tarikh : | Tarikh : | Naib Presiden Kanan/<br>Ketua Pematuhan<br><br>Tarikh : | Ketua Pegawai Operasi BSN<br><br>Tarikh : | Tajuk Lukisan   DOOR DETAIL D2<br>Dilukis oleh   MG<br>Skala   1 : 150<br>Tarikh   DEC 2020<br>No.Lukisan  <br>Pindaan   111 1V V V1<br>Tarikh   10/12/20 20/01/21 |



ZONE/AREA

## BACK OFFICE

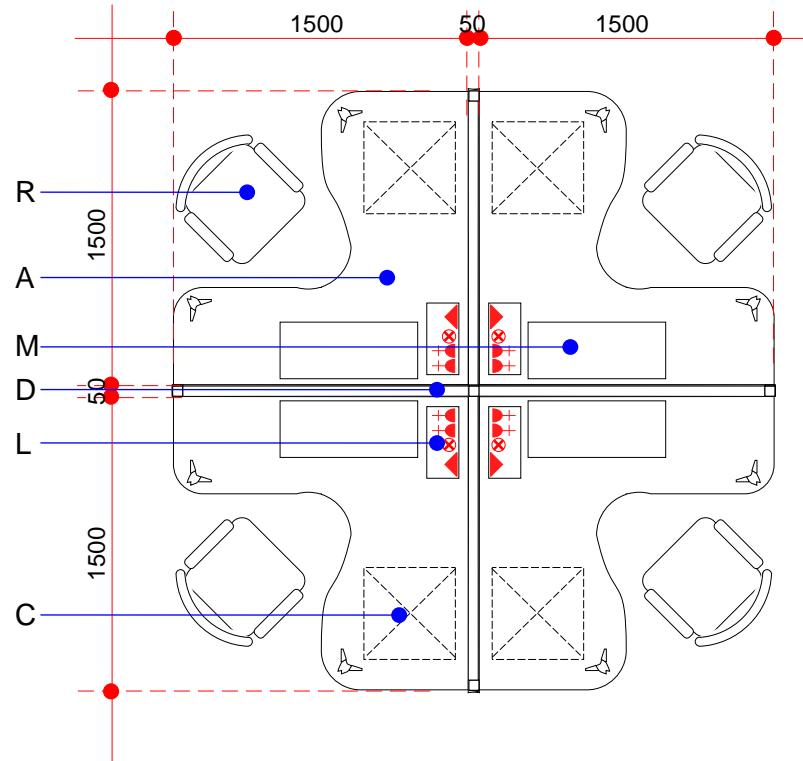
ITEM/DESCRIPTION

CODE

## WORKING TABLE

WT/4

## MEASUREMENT



| LEGEND |                        |
|--------|------------------------|
| (A)    | WORKING TABLE          |
| (B)    | SIDE RETURN            |
| (C)    | PEDESTAL DRAWER        |
| (D)    | POLY CARBONATE PANEL   |
| (L)    | CABLE MANAGEMENT PANEL |
| (M)    | CPU HOLDER             |
| (O)    | BOTTOM PANEL           |
| (Q)    | VISITOR CHAIR          |
| (R)    | MEDIUM BACK CHAIR      |
| (+)    | PLUG POINT             |
| (▼)    | TELEPHONE LINE         |
| (X)    | LAN                    |
|        |                        |

## NOTE:

1. CLUSTER OF 4
2. CLUSTER OF 2

## IMAGE/SAMPLE



illustration images

## COLOR CODE/SAMPLE MATERIAL

## QUANTITY

TABLE TOP : MFC MAPLE VENEER FIN. TO DESIGNER'S APPROVAL.  
 STRUCTURE LEG : EPOXY POWDER COATED WHITE FINISH.

## REFER BILL OF QUANTITY (BQ)

## SPECIFICATION

## LOCATION

- DIE CASTING 50MM TAPERED ALUMINIUM LEG WITH CONNECTORS AND CROSS BEAM MEMBER ALLOW TO CONFIGURE WORKSTATION C/W ALUMINIUM LEVELING STUD.
- MFC MAPLE VENEER FINISH TO DES'S APP.
- LAMINATED DARK GREY FINISH PEDESTAL AND MAPLE FINISH DRAWER TO DES'S APP.
- 1200MM HT X 50MM THK. FABRIC PANEL WITH EPOXY POWDER COATED FRAME INCLUDING POLY CARBONATE PANEL TO DES'S APPROVAL.
- 3 TIER PEDESTAL DRAWER WITH MAPLE + DARK GREY FINISH TO DES'S APPROVAL.

## STAFF AREA

|  | Projek  | Disemak  | Disahkan | Dipersetujui  | Diluluskan                                   | Maklumat Lukisan  |
|--|---|----------|----------|---|--|---|
|  | KERJA-KERJA UBAHSUAI KECIL RUANG PEJABAT DI BANGUNAN WISMA BSN, KUALA LUMPUR.<br><br>TINGKAT : 18 | Tarikh : | Tarikh : | Naib Presiden Kanan/<br>Ketua Pematuhan<br><br>Tarikh : | Ketua Pegawai Operasi<br>BSN<br><br>Tarikh : | Tajuk Lukisan WORKING TABLE TYPE WT4<br><br>Dilukis oleh MG<br><br>Skala 1 : 150<br><br>Tarikh DEC 2020<br><br>No.Lukisan<br><br>Pindaan 11 111 1V V V1<br>Tarikh 10/12/20 20/01/21 |



ZONE/AREA

BACK OFFICE

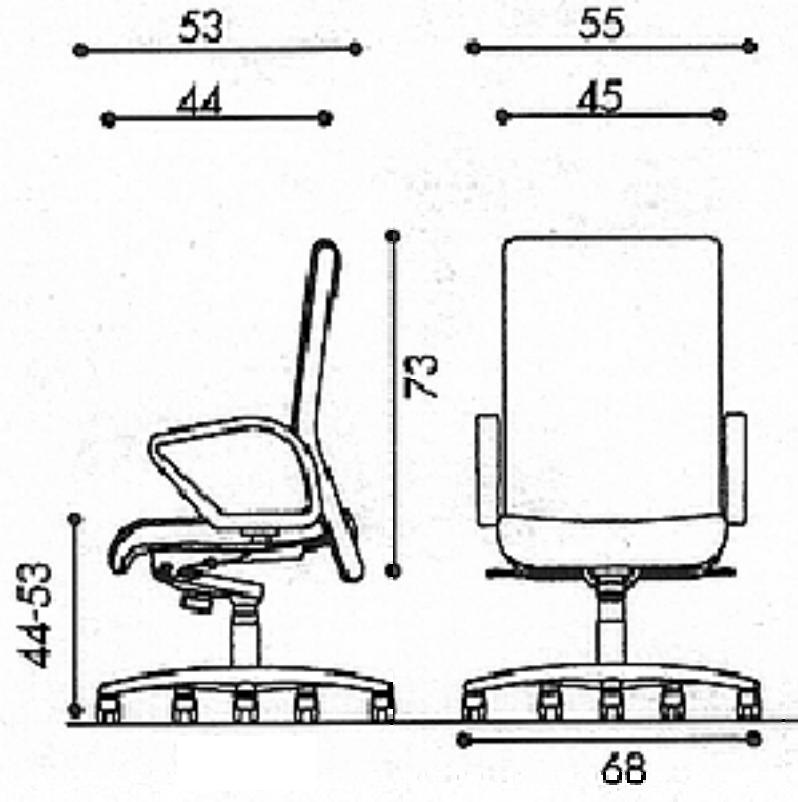
ITEM/DESCRIPTION

CODE

WORKING CHAIR

BC/3

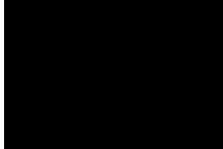
MEASUREMENT



IMAGE/SAMPLE



COLOR CODE/SAMPLE MATERIAL



COLOR AND FABRIC : TO BE SELECTED

QUANTITY

REFER BILL OF QUANTITY (BQ)

SPECIFICATION

- MEDIUM BACK CHAIR
- KNEEL TILT MECHANISM AND ADJUSTABLE LIFTING SYSTEM
- HEAVY DUTY PLASTIC CASTOR WITH CHROME FRAME STAR BASE
- ADJUSTABLE ARMREST TO APPROVAL.

\*READY MADE - TO BE DESIGNERS APPROVAL.

LOCATION

EXEC &amp; OFFICER AREA

|  | Projek  | Disemak  | Disahkan | Dipersetujui  | Diluluskan                                   | Maklumat Lukisan  |
|--|---|----------|----------|---|--|---|
|  | KERJA-KERJA UBAHSUAI KECIL RUANG PEJABAT DI BANGUNAN WISMA BSN, KUALA LUMPUR.<br><br>TINGKAT : 18 | Tarikh : | Tarikh : | Naib Presiden Kanan/<br>Ketua Pematuhan<br><br>Tarikh : | Ketua Pegawai Operasi<br>BSN<br><br>Tarikh : | Tajuk Lukisan WORKING CHAIR TYPE BC3<br><br>Dilukis oleh MG<br><br>Skala 1 : 150<br><br>Tarikh DEC 2020<br><br>No.Lukisan<br><br>Pindaan 1 11 111 1V V V1<br>Tarikh 10/12/20 20/01/21 |



ZONE/AREA

BACK OFFICE

ITEM/DESCRIPTION

DISCUSSION CHAIR

CODE

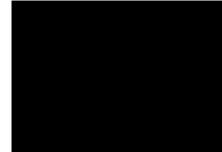
DC/2

MEASUREMENT

IMAGE/SAMPLE



COLOR CODE/SAMPLE MATERIAL

DESIGN : DESIGNERS CHAIR  
COLOUR : TO BE SELECTED

QUANTITY

REFER BILL OF QUANTITY (BQ)

SPECIFICATION

- DIE CASTING ARMREST, FRAME & STAR BASE MECHANISM
- BLACK WIRE MESH TO DESIGNERS APPROVAL
- HIGH POLISHED AND CHROME CASTOR
- LOW BACK CHAIR .

LOCATION

MEETING/DISCUSSION ROOM

\*READY MADE - TO BE DESIGNERS APP

|  | Projek  | Disemak  | Disahkan | Dipersetujui  | Diluluskan                                   | Maklumat Lukisan   |
|--|---|----------|----------|---|--|--|
|  | KERJA-KERJA UBAHSUAI KECIL RUANG PEJABAT DI BANGUNAN WISMA BSN, KUALA LUMPUR.<br><br>TINGKAT : 18 | Tarikh : | Tarikh : | Naib Presiden Kanan/<br>Ketua Pematuhan<br><br>Tarikh : | Ketua Pegawai Operasi<br>BSN<br><br>Tarikh : | Tajuk Lukisan DISCUSSION CHAIR TYPE DC2<br><br>Dilukis oleh MG<br><br>Skala 1 : 150<br><br>Tarikh DEC 2020<br><br>No.Lukisan<br><br>Pindaan 1 11 111 1V V V1<br>Tarikh 10/12/20 20/01/21 |



ZONE/AREA

BACK OFFICE

ITEM/DESCRIPTION

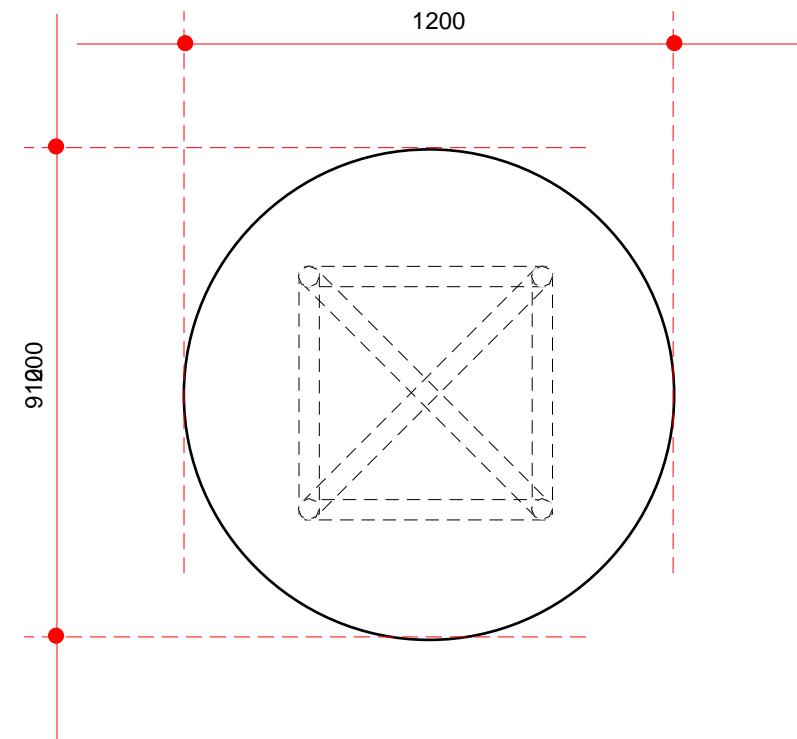
CODE

DISCUSSION TABLE

DT/2a

MEASUREMENT

IMAGE/SAMPLE



COLOR CODE/SAMPLE MATERIAL

QUANTITY

TABLE TOP : SELECTED MAPLE LAMINATED FINISH TO DES'S APPROVAL.  
 STRUCTURE LEG : AERODYNAMIC CUSTOMIZED STEEL WITH CHROME FINISH.

REFER BILL OF QUANTITY (BQ)

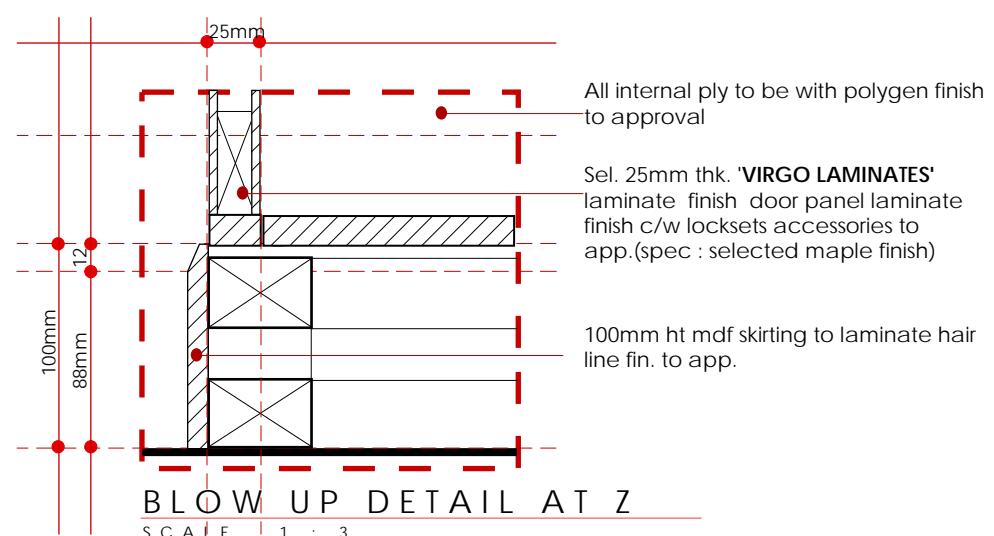
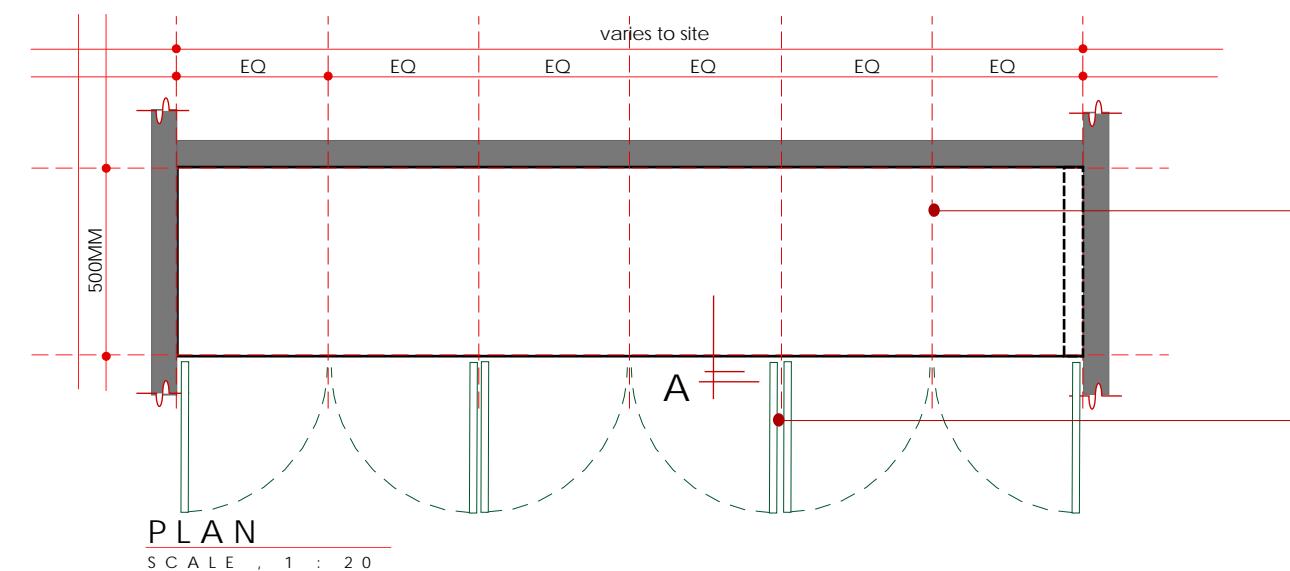
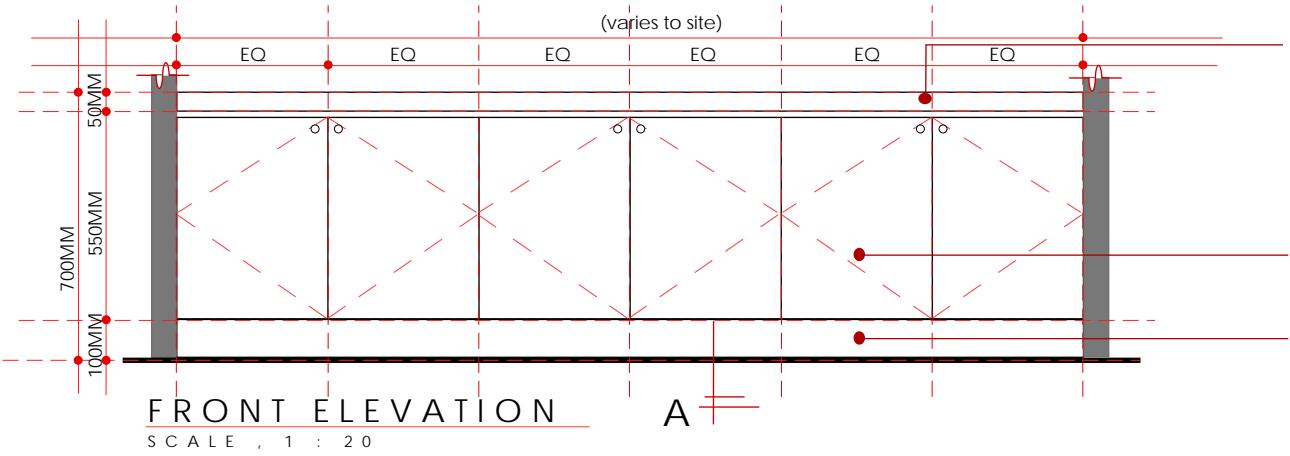
SPECIFICATION

LOCATION

- 1200MM DIAMETER 38MM THK. MFC MAPLE LAMINATED FINISH WITH VENEER EDGING FINISH TO DES'S APP.
- CUSTOMIZED STEEL STRUCTURE LEG TO BE CHROME FINISH C/W BLACK RUBBER STUD ON BOTTOM LEG AND SCREWED ON TOP STRUCTURE.

DISCUSSION ROOM

|  | Projek  | Disemak  | Disahkan | Dipersetujui  | Diluluskan                                   | Maklumat Lukisan  |
|--|---|----------|----------|---|--|---|
|  | <b>KERJA - KERJA UBAHSUAI<br/>KECIL RUANG PEJABAT DI<br/>BANGUNAN WISMA BSN,<br/>KUALA LUMPUR.</b><br><br><b>TINGKAT : 18</b> | Tarikh : | Tarikh : | Naib Presiden Kanan/<br>Ketua Pematuhan<br><br>Tarikh : | Ketua Pegawai Operasi<br>BSN<br><br>Tarikh : | Tajuk Lukisan   DISCUSSION TABLE<br>TYPE DT/2a<br><br>Dilukis oleh   MG<br><br>Skala   1 : 150<br><br>Tarikh   DEC 2020<br><br>No.Lukisan<br><br>Pindaan   1   11   111   1V   V   V1<br>Tarikh   10/12/20   20/01/21 |



50mm thk. 'VIRGO LAMINATES' postform laminate top finish c/w bull nose edge to app.(spec : selected black laminate finish)

50mm thk. 'VIRGO LAMINATES' postform laminate top finish c/w bull nose edge to app.(spec : selected black laminate finish)

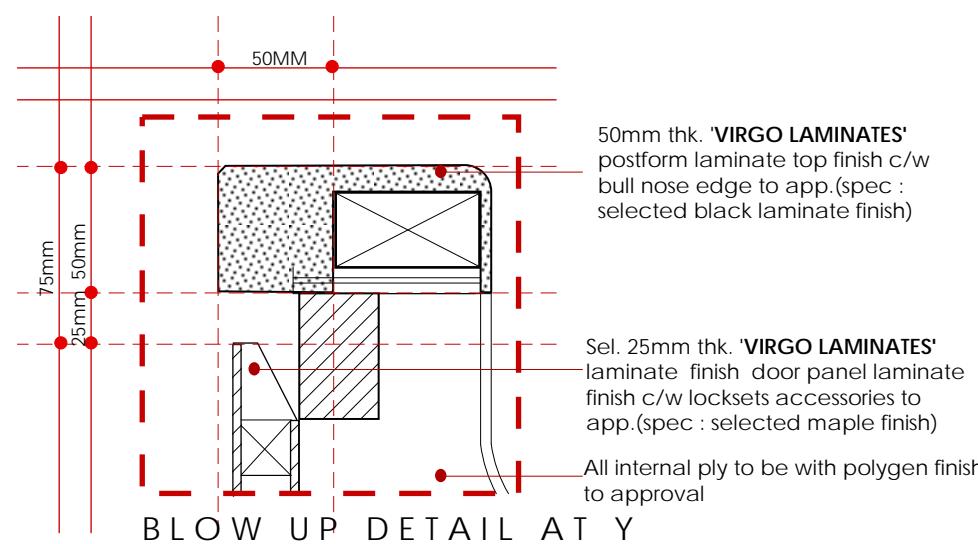
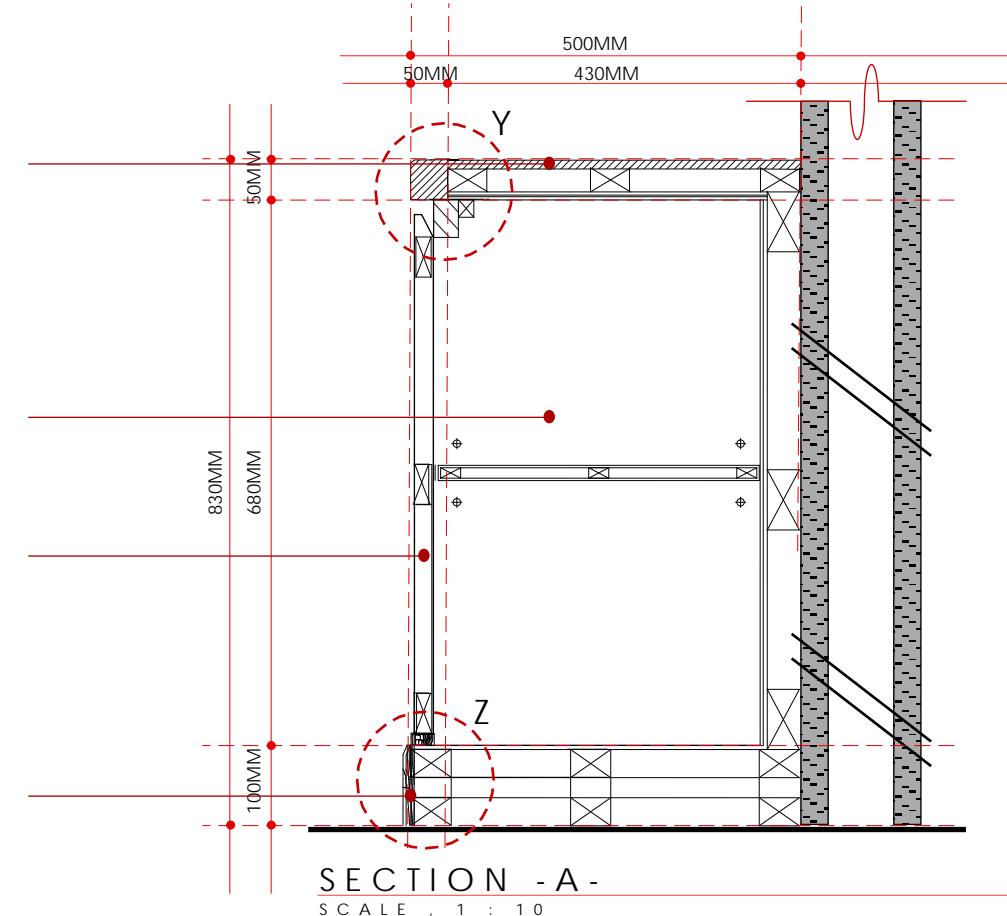
Sel. 25mm thk. 'VIRGO LAMINATES' laminate finish door panel laminate finish c/w locksets accessories to app.(spec : selected maple finish)  
100mm ht mdf skirting to laminate hair line fin. to app.

All internal ply to be with polygen finish to approval

Sel. 25mm thk. 'VIRGO LAMINATES' laminate finish door panel laminate finish c/w locksets accessories to app.(spec : selected maple finish)

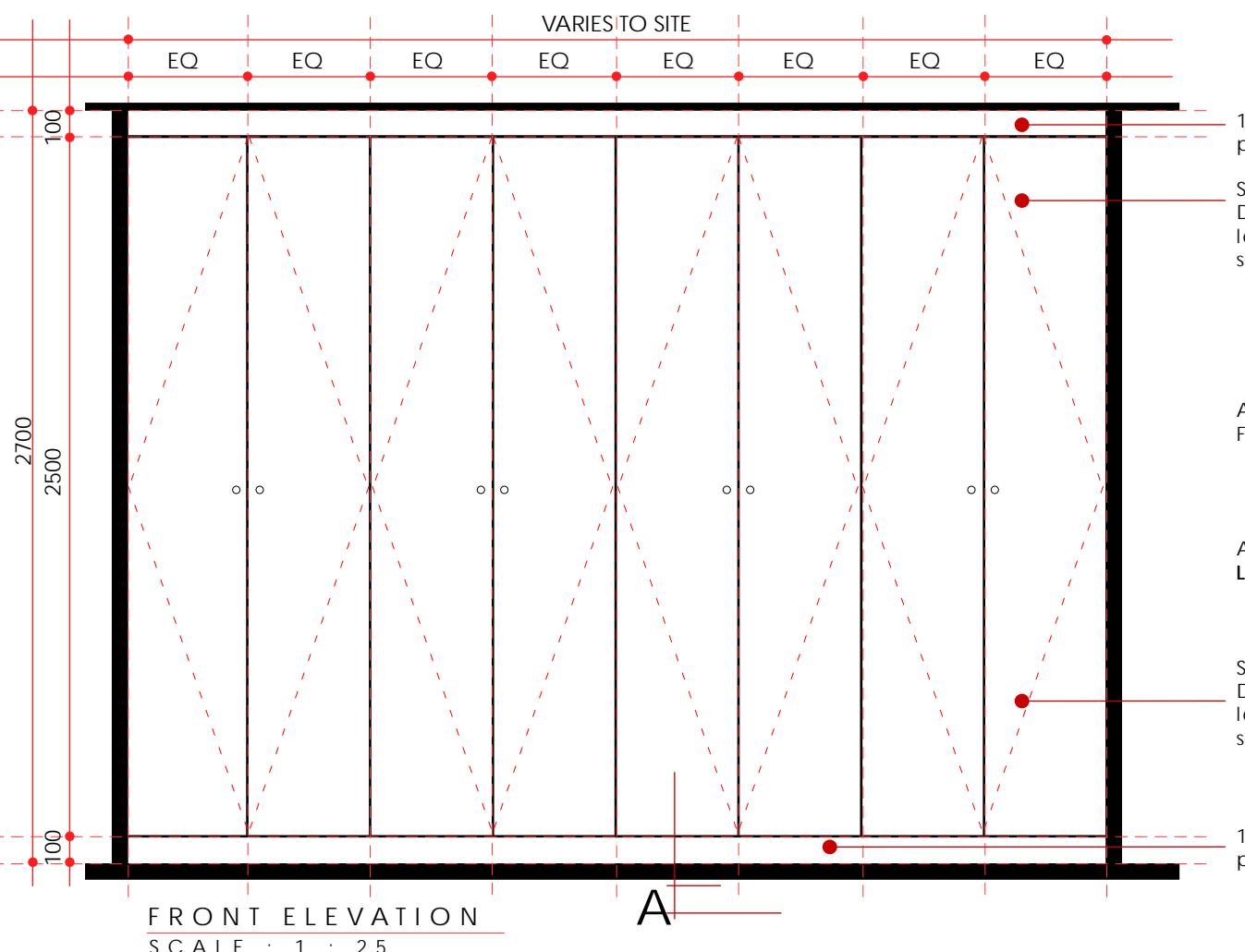
50mm thk. 'VIRGO LAMINATES' postform laminate top finish c/w bull nose edge to app.(spec : selected black laminate finish)  
100mm ht mdf skirting to laminate hair line fin. to app.

Sel. 25mm thk. 'VIRGO LAMINATES' laminate finish door panel laminate finish c/w locksets accessories to app.(spec : selected maple finish)



**TYPICAL LOW CABINET (FIXED) DETAIL - LC / 02**

|   | Projek   | Disemak                       | Disahkan                       | Dipersetujui  | Diluluskan  | Maklumat Lukisan   |
|---|--|-------------------------------|--------------------------------|---|---|--|
|  <b>BAHAGIAN PEMBANGUNAN &amp; PENGURUSAN FASILITI JABATAN PENTADBIRAN AM &amp; KESELAMATAN</b><br><b>TINGKAT : 18</b> | <b>KERJA-KERJA UBAHSUAI KECIL RUANG PEJABAT DI BANGUNAN WISMA BSN, KUALA LUMPUR.</b> | Disemak _____<br><br>Tarikh : | Disahkan _____<br><br>Tarikh : | Dipersetujui _____<br><br>Naib Presiden Kanan/<br>Ketua Pegawai Operasi BSN<br><br>Tarikh : | Diluluskan _____<br><br>Ketua Pegawai Operasi BSN<br><br>Tarikh : | Tajuk Lukisan <b>LOW CABINET TYPE LC 2</b><br>Dilukis oleh <b>MG</b><br>Skala <b>1 : 150</b><br>Tarikh <b>DEC 2020</b><br>No.Lukisan _____<br>Pindaan <b>11 111 1V V V1</b><br>Tarikh <b>10/12/20 20/01/21</b> |



100mm MDF board palmet to be spray paint fin to des. app.

SEL. 25MM THK. 'VIRGO LAMINATES' finish DOOR panel LAMINATE finish C/W locksets accessories to app.(spec : selected white matt finish)

All INTERNAL PLY TO BE WITH POLYkem FINISH TO APPROVAL

Adjustable 25mm thk. timber 'VIRGO LAMINATES' shelfe to app.

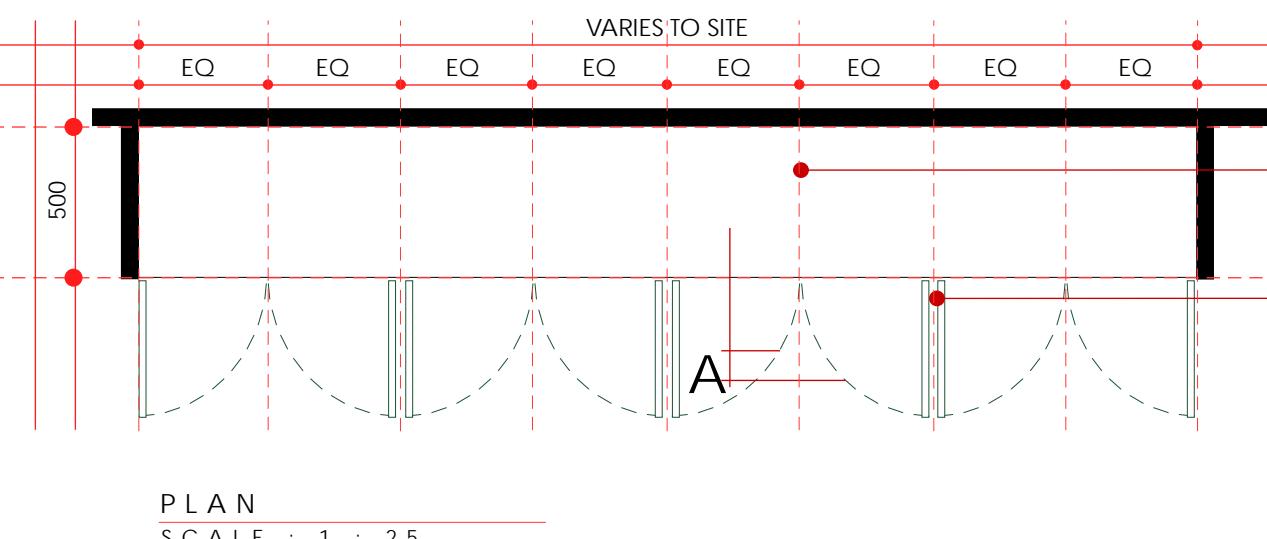
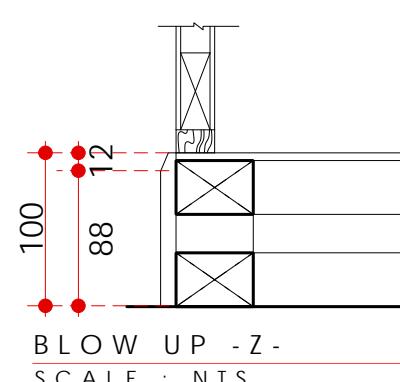
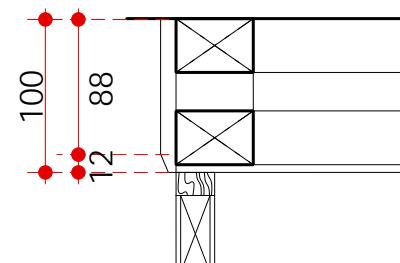
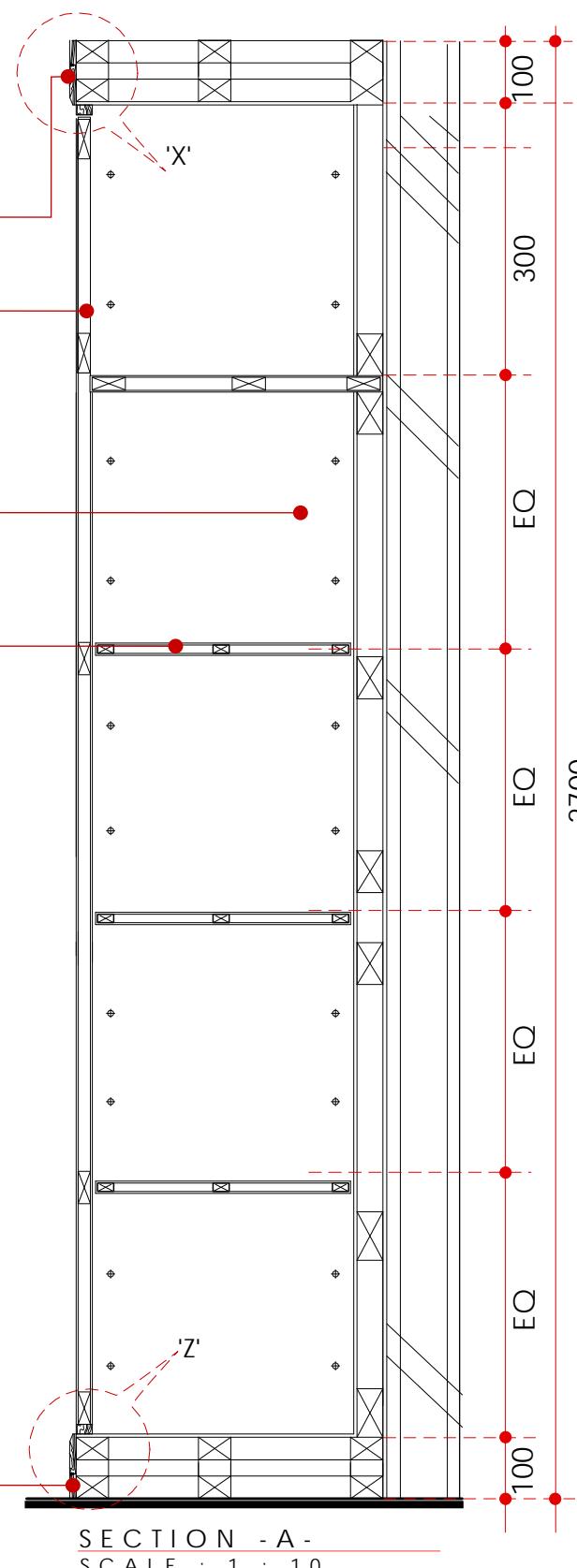
SEL. 25MM THK. 'VIRGO LAMINATES' finish DOOR panel LAMINATE finish C/W locksets accessories to app.(spec : selected white matt finish)

100mm MDF board skirting to be spray paint fin to des. app.

All INTERNAL PLY TO BE WITH POLYkem FINISH TO APPROVAL

SEL. 25MM THK. 'VIRGO LAMINATES' finish DOOR panel LAMINATE finish C/W locksets accessories to app.(spec : selected white matt finish)

100mm MDF board skirting to be laminate hair line fin to des. app.



**TYPICAL FULL HEIGHT CABINET DETAIL - FH/3**

|   | Projek  | Disemak                 | Disahkan                 | Dipersetujui   | Diluluskan   | Maklumat Lukisan  |   |    |     |    |   |    |
|---|---|-------------------------|--------------------------|--|--|---|---|----|-----|----|---|----|
| <br><b>BAHAGIAN PEMBANGUNAN &amp; PENGURUSAN FASILITI JABATAN PENTADBIRAN AM &amp; KESELAMATAN</b> | <b>KERJA-KERJA UBAHSUAI KECIL RUANG PEJABAT DI BANGUNAN WISMA BSN, KUALA LUMPUR.</b><br><br><b>TINGKAT : 18</b> | Disemak<br><br>Tarikh : | Disahkan<br><br>Tarikh : | Dipersetujui<br><br>Naib Presiden Kanan/<br>Ketua Pegawai Operasi<br>BSN<br><br>Tarikh : | Diluluskan<br><br>Ketua Pegawai Operasi<br>BSN<br><br>Tarikh : | Tajuk Lukisan : <b>FULL HEIGHT CABINET TYPE FH3</b><br>Dilukis oleh : MG<br>Skala : 1 : 150<br>Tarikh : DEC 2020<br>No.Lukisan :<br>Pindaan : <table border="1" style="display: inline-table;"><tr><td>1</td><td>11</td><td>111</td><td>1V</td><td>V</td><td>V1</td></tr></table><br>Tarikh : 10/12/20 20/01/21 | 1 | 11 | 111 | 1V | V | V1 |
| 1   | 11  | 111                     | 1V                       | V  | V1   |   |   |    |     |    |   |    |

**LAMPIRAN E**

**BORANG MAKLUMAT SYARIKAT /COMPANY INFORMATION FORM**

1. Latar Belakang Syarikat /Company Background

Nama Syarikat

*Company Name*

Alamat Perniagaan

*Business address*

Alamat Surat Menyurat

*Mailing address*

No. Telefon

*Phone No.*

No. Faksimili

*Facsimile No.*

Alamat Email

*Email address*

Website

Pegawai Untuk Dihubungi

*Contact Officer*

2. No. Pendaftaran Syarikat

*Company Registration No.*

3. Lain-lain Pendaftaran

*Other Registration*

i. No. Kementerian Kewangan  
*Ministry Of Finance (MOF) No.*

ii. No. CIDB

iii. No. PKK

4. Tarikh Penubuhan Syarikat

*Date of Establishment Company*

5. Jenis Syarikat / Pembekal

*Company Type / Supplier*

- Tunggal /*Sole Trader*       Perkongsian /*Partnership*  
 Sendirian Berhad /*Private Limited Company*       Koperasi /*Cooperatives*  
 Berhad / *Public Limited Company*

6. Nama Pemegang Saham / Pemilik Syarikat dan % Saham

*Shareholder Name*

/Company Ownership and

% Of Shares

| Nama / <i>Name</i> | % Pemilikan / <i>Ownership</i> |
|--------------------|--------------------------------|
|                    |                                |
|                    |                                |
|                    |                                |
|                    |                                |

7. Kedudukan Kewangan

*Financial Information*

i. Modal Berbayar : RM.....

*Paid Up Capital*

ii. Modal Dibenarkan : RM.....

*Authorized Capital*

- iii. Penyata Kewangan Akaun Semasa Syarikat 3 Bulan Terakhir :  
*Financial Statement Current Account For Last 3 Months:*  
(Sila Sertakan Salinan Asal /Please Attach Original Copy)
- iv. Pengesahan Kemudahan Kredit Yang Diperolehi :  
*Validation of credit facilities obtained:*  
(Sila Sertakan Salinan Asal, Jika Ada)  
(Please Attach Original Copy, If have)

8. Pengalaman syarikat yang berkaitan dengan bidang kerja /Company experience related to the field of work;
- Jenis Perniagaan : \* \_\_\_\_\_  
*Type of business :*  
(\* contoh : pengilang /example: manufacturer )
  - Senarai Staf Teknikal /Technical Staff List  
(sila kemukakan di **lampiran G** /Please attach at **Appendix G**)
  - Senarai Pengalaman Kerja (2 Tahun Terakhir)  
*List of Work Experience (Last 2 Years)*  
(sila kemukakan di **lampiran H** /Please attach at **Appendix H**)
  - Senarai Kerja / Projek Ditangan Bagi Tahun Semasa  
*List of Jobs In Hand For The Current Year*  
(sila kemukakan di **lampiran I** /Please attach at **Appendix I**)

9. Maklumat tentang urusan perniagaan di BSN /Information on business transactions in BSN :

- |      |   |                                   |                                    |
|------|---|-----------------------------------|------------------------------------|
| i.   | Akaun BSN GIRO Korporat<br><i>BSN GIRO Corporate Account</i>  | Ada /Yes <input type="checkbox"/> | Tiada /No <input type="checkbox"/> |
| ii.  | Akaun BSN GIRO<br><i>BSN GIRO Account</i>   | Ada /Yes <input type="checkbox"/> | Tiada /No <input type="checkbox"/> |
| iii. | Produk - Produk BSN (Tandakan <input checked="" type="checkbox"/> sekiranya ada)<br><i>BSN Products (Tick <input checked="" type="checkbox"/> if any)</i> |                                   |                                    |
|      | • BSN Kad Kredit /Credit Card   | Ada /Yes <input type="checkbox"/> | Tiada /No <input type="checkbox"/> |
|      | • BSN SSP   | Ada /Yes <input type="checkbox"/> | Tiada /No <input type="checkbox"/> |
|      | • BSN Kewangan Mikro /Micro Finance   | Ada /Yes <input type="checkbox"/> | Tiada /No <input type="checkbox"/> |
|      | • BSN Term Deposit  | Ada /Yes <input type="checkbox"/> | Tiada /No <input type="checkbox"/> |
|      | • BSN SEDAR / CHESS   | Ada /Yes <input type="checkbox"/> | Tiada /No <input type="checkbox"/> |
|      | • Pinjaman BSN /BSN Loan  | Ada /Yes <input type="checkbox"/> | Tiada /No <input type="checkbox"/> |
|      | ➤ BSN MyRinggit   | Ada /Yes <input type="checkbox"/> | Tiada /No <input type="checkbox"/> |
|      | ➤ BSN MyHome  | Ada /Yes <input type="checkbox"/> | Tiada /No <input type="checkbox"/> |
|      | ➤ BSN MyAuto  | Ada /Yes <input type="checkbox"/> | Tiada /No <input type="checkbox"/> |
|      | • BSN Pengurusan Harta /Wealth Management   | Ada /Yes <input type="checkbox"/> | Tiada /No <input type="checkbox"/> |
|      | ➤ Perlindungan Harta<br><i>Wealth Protection</i>  | Ada /Yes <input type="checkbox"/> | Tiada /No <input type="checkbox"/> |
|      | ➤ Insurans /Insurance   | Ada /Yes <input type="checkbox"/> | Tiada /No <input type="checkbox"/> |
|      | ➤ Pengagihan Harta<br><i>Wealth Distribution</i>  | Ada /Yes <input type="checkbox"/> | Tiada /No <input type="checkbox"/> |
|      | • Lain – lain (sila nyatakan)<br><i>Others (please state)</i>   | _____                             |                                    |

10. Maklumat tentang deklarasi‘connected parties’ /connected parties declaration

Untuk dilengkapkan oleh syarikat /firma /perkongsian pemohon sahaja, jika berkenaan /To be completed by the applicant company /firm /partnership, if applicable..

Sila tanda pada kotak yang berkenaan /Please tick on the related information.

Ya /Yes  atau/or Tidak /No

Saya dengan ini mengisyiharkan bahawa /hereby declare that:

Saya dengan ini mengisyiharkan yang saya mempunyai kaitan dengan Bank Simpanan Nasional seperti berikut: / I am connected to Bank Simpanan Nasional as follows:

.....  
sebagai pengarah / rakan kongsi / pemilik tunggal / perkongsian / firma mempunyai saudara terdekat yang bertugas sebagai kakitangan di Bank, maklumat adalah seperti berikut:  
.....

*being director(s) / partner(s) / sole proprietor of the applicant company / partnership / firm do have close relatives who is / are staff of the Bank, particulars of which are as follows :*

| Nama Pihak Berkaitan<br>Name of Connected Party | No. KP / Passport<br>NRIC / Passport No. | Jenis Perhubungan<br>Nature of Relationship |
|---|--|---|
|   |  |   |
|   |  |   |
|   |  |   |
|   |  |   |

Saya tidak mempunyai sebarang pertalian dengan mana-mana kakitangan, pengarah atau anak syarikat BSN.

*I am not related/ connected to any employee, director of BSN or any of its subsidiary.*

Tiada ahli keluarga\* saya (sama ada secara peribadi atau melalui firma atau syarikat) adalah kontraktor, vendor, pembekal ATAU mempunyai apa-apa urus niaga komersial, kontrak atau urusan penyumberan luar dengan BSN atau anak syarikatnya. *None of my family member(s)\* (either personally or through their firm or company) is a contractor, vendor, supplier or has any commercial transactions, contract or outsourcing dealings with BSN or any of its subsidiaries.*

\* ‘ahli keluarga’ merujuk kepada suami atau isteri, ibubapa, mertua, anak (termasuk anak angkat dan anak tiri) serta menantu, adik-beradik lelaki dan perempuan serta ipar atau mana-mana tanggungan. \* ‘family members’ refers to spouse, parent, parent in-law, child (including adopted child and stepchild), spouse of his child, brother, sister, spouse of brother and sister or any dependents.

Saya berjanji untuk segera memaklumkan kepada Bank secara bertulis tentang apa-apa perubahan dalam data yang diisyiharkan di sini. Saya sedar tentang tanggungjawab saya dibawah undang-undang semasa untuk sebarang maklumat palsu yang dibentangkan dalam perisyiharan ini. *I undertake to immediately inform the Bank in writing of any change in the data declared herein. I am aware of my responsibility under current legislation for any false information presented in this declaration.*

Tandatangan /Signature: \_\_\_\_\_

**BORANG CREDIT LAPORAN BANK / INSTITUSI KEWANGAN MENGENAI KEDUDUKAN KEWANGAN  
ANALYSIS (CA) - PETENDER.**

(Borang ini hendaklah dilengkapkan oleh pihak Bank atau Institusi Kewangan lain dan diserahkan kepada petender untuk disertakan bersama-sama tendernya sekiranya petender mempunyai Kemudahan Kredit dengan Bank/Institusi Kewangan yang berkenaan)

Kepada:

Naib Presiden/Ketua,  
Bahagian Perolehan,  
Tingkat 14, Wisma BSN  
117, Jalan  
Ampang  
50450 Kuala Lumpur

Nama Petender : (nama syarikat petender)

Projek : (masukkan nama projek)

**(A) Kemudahan Kredit yang boleh digunakan untuk pelaksanaan Projek:**

Kemudahan Kredit yang telah diluluskan dan kemudahan kredit tambahan minimum yang layak diperolehi oleh petender adalah seperti berikut:

| Bil. | Bentuk Kemudahan Kredit                                | Limit | Baki yang telah digunakan (utilised budget) (RM) | Kredit tambahan yang diluluskan (additional credit) (if any) (RM) | Baki yang tinggal daripada yang diluluskan (Unutilised Balance) (RM) |
|------|--|-------|--|---|--|
| i    | Overdraf   | RM    | RM   |   | RM   |
| ii   | Overdraf bercagar                                      |       | RM   |   | RM   |
| iii  | Talian Kredit  | RM    | RM   |   | RM   |
| iv   | Pinjaman Tetap yang akan/layak diperolehi untuk Projek | RM    | RM   |   | RM   |
| v    | Surat Jaminan Kredit                                   | RM    | RM   |   | RM   |
|      | Jumlah   | RM -  | RM -   |   | RM -   |

**(B) Ulasan-ulasan mengenai kedudukan kewangan dan akaun Petender:**

.....  
Tandatangan Untuk Dan Bagi Pihak Bank

Nama Bank :

Nama Pegawai :

Meteri Bank :

Jawatan :

Tarikh :

---

## **DOKUMEN TAWARAN TEKNIKAL**

**RUJUKAN:** \_\_\_\_\_

**KERJA-KERJA UBAHSUAI KECIL RUANG PEJABAT JABATAN  
PEMATUHAN DI TINGKAT 18, BANGUNAN WISMA BSN, IBU  
PEJABAT, KUALA LUMPUR**

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**Tarikh Taklimat :**

**Tarikh Tutup : Sebelum jam 12.00 Tengah hari**

**Peti :** Peti Tender ( )  
Bahagian Perolehan  
Tingkat 14, Wisma B.S.N. 117, Jalan Ampang,  
50450 KUALA LUMPUR.

## **SENARAI SEMAK**

### **(CADANGAN TAWARAN TEKNIKAL)**

Sila tandakan  / Bagi Dokumen-dokumen Yang Disertakan.

| Bil. | Perkara / Dokumen   | Untuk Ditanda Oleh Syarikat | Untuk Ditanda Oleh Jawatankuasa Pembuka Sebutharga |
|------|---|-----------------------------|--|
| 1.   | <b>Jadual Tawaran Teknikal – Spesifikasi</b>                          | <input type="checkbox"/>    | <input type="checkbox"/>                           |
| 2.   | <b>Lampiran F – Jadual &amp; Kaedah Pelaksanaan</b>                   | <input type="checkbox"/>    | <input type="checkbox"/>                           |
| 3.   | <b>Lampiran G – Senarai Kakitangan Teknikal</b>                       | <input type="checkbox"/>    | <input type="checkbox"/>                           |
| 4.   | <b>Lampiran H - Senarai Pengalaman Kerja (2 Tahun Terakhir)</b>       | <input type="checkbox"/>    | <input type="checkbox"/>                           |
| 5.   | <b>Lampiran I – Senarai Kerja / Projek Ditangan Bagi Tahun Semasa</b> | <input type="checkbox"/>    | <input type="checkbox"/>                           |
| 6.   | <b>Jadual Pelaksanaan/Perancangan</b>                                 | <input type="checkbox"/>    | <input type="checkbox"/>                           |

## **JADUAL TAWARAN TEKNIKAL (PEMATUHAN)**

1. Penyebutharga perlu menepati spesifikasi yang diwajibkan seperti yang dinyatakan dalam SPESIFIKASI TEKNIKAL. Cadangan yang tidak menepati spesifikasi yang ditetapkan akan di TOLAK.
2. Penyebutharga hendaklah menjawab semua spesifikasi dengan perkataan 'YA' atau 'TIDAK' pada ruangan jadual yang disediakan. Penyebutharga yang tidak menjawab 'YA' atau 'TIDAK' akan dianggap menjawab 'TIDAK'.
3. Penyebutharga mesti menjawab dengan memberi PENERANGAN TERPERINCI di dalam ruangan keterangan / spesifikasi Penyebutharga.
4. Setiap spesifikasi teknikal yang dikemukakan MESTI JELAS dan perlu disokong dengan bukti-bukti yang kukuh seperti surat-surat pengesahan daripada prinsipal dan sijil-sijil yang bertauliah sebagai lampiran.
5. Kegagalan Penyebutharga memenuhi item-item di atas menyebabkan ia tidak akan dinilai untuk peringkat seterusnya dan ditolak

| Bil. | Perkara   | Mandatori | Pematuhan<br>(Ya/Tidak) | Sila Nyatakan Spesifikasi Yang<br>Ditawarkan.<br>Sila Jawab Dengan Jelas Dan Terang |
|------|---|-----------|-------------------------|---|
| 1.   | <b>Preliminaries</b><br><br>Rujuk BQ (m/s : SOW/1/1- SOW/1/4)   |           |                         |   |
|      | A. Removal of rubbish   | M         |                         |   |
|      | B. As built drawings and operating and maintenance instructions   | M         |                         |   |
|      | C. Dust prevention  | M         |                         |   |
|      | D. Start work compliance  | M         |                         |   |
|      | E. Upon completion<br><br>On completion of the works and before handing over, the Contractor shall:<br><br>i) Completely remove all debris and rubbish from the building and the whole site including making good all works disturbed.<br>ii) Remove all paint spots and clean all floors, wall, timber, hardware, glass, glazed tiles, stainless steel and all other surfaces, and leave all same in a dry condition and polished as directed.<br>iii) Ease all doors and windows and leave them free to move, and check adjust all locks.<br>iv) Touch up all paint finishes.<br>v) Hand over keys of all doors to the S.O. keys shall have identifying tabs attached.<br>vi) Ensure that all services and equipments are functioning efficiently and to the approval of the S.O.<br>vii) Clear all drains of obstructions.<br>viii) Leave the buildings and the ground clean and tidy and ready for immediate operation. | M         |                         |   |
|      | F. Insurance against personal injuries and damage to property   | M         |                         |   |
|      | G. Stamp duty   | M         |                         |   |

| Bil. | Perkara   | Mandatori | Pematuhan<br>(Ya/Tidak) | Sila Nyatakan Spesifikasi Yang<br>Ditawarkan.<br>Sila Jawab Dengan Jelas Dan Terang |
|------|---|-----------|-------------------------|---|
| 2.   | <i>General conditions</i><br>Rujuk BQ (m/s : GC/1- GC/4)  | M         |                         |   |
| 3.   | <i>Demolition Works</i><br>Rujuk BQ (m/s : SOW/2/1)   | M         |                         |   |
| 4.   | <b><i>Interior Works</i></b>  |           |                         |   |
|      | A. Internal wall and partition<br>Rujuk BQ (m/s : SOW/3/1)  | M         |                         |   |
|      | B. Doors & windows<br>Rujuk BQ (m/s : SOW/4/1)  | M         |                         |   |
|      | C. Wall Finishes<br>Rujuk BQ (m/s : SOW/5/1)  | M         |                         |   |
|      | D. Floor Finishes<br>Rujuk BQ (m/s : SOW/6/1)   | M         |                         |   |
|      | E. Ceiling Finishes<br>Rujuk BQ (m/s : SOW/7/1)   | M         |                         |   |
|      | F. Furniture and Fixture<br>Rujuk BQ (m/s : SOW/8/1)  | M         |                         |   |
| 5.   | <b><i>Mechanical and Electrical Works</i></b><br>Rujuk BQ (page SME/1- SME/4)                         | M         |                         |   |
| 6.   | <b><i>Information Communication Infrastructure (ICT) System</i></b><br>Rujuk BQ (page TICT/1- TICT/3) | M         |                         |   |

**LAMPIRAN F**

**JADUAL & KAEDAH PELAKSANAAN**

**JADUAL PELAKSANAAN**

| BIL. | AKTIVITI | TEMPOH YANG DIAMBIL<br>(DALAM HARI) |
|------|----------|-------------------------------------|
| 1    |          |                                     |
| 2    |          |                                     |
| 3    |          |                                     |

\* Jadual juga boleh dikemukakan dalam format lain yang mana perlu menunjukkan tempoh yang diambil (dalam hari)

**KAEDAH PELAKSANAAN**

| BIL | KETERANGAN | KAEDAH     | Sila Tanda (X)<br>Yang Berkenaan |
|-----|------------|------------|----------------------------------|
| 1   |            | Sendiri    |                                  |
| 2   |            | Sub Labour |                                  |
| 3   |            | Sub Trade  |                                  |
| 4   |            | Total Sub  |                                  |

### **SENARAI KAKITANGAN TEKNIKAL**

|  | NAMA KAKITANGAN | JAWATAN | KELAYAKAN | BILANGAN TAHUN PENGALAMAN | BILANGAN TAHUN PENGALAMAN DENGAN PENENDER |
|--|-----------------|---------|-----------|---------------------------|---|
|  |                 |         |           |                           |   |
|  |                 |         |           |                           |   |
|  |                 |         |           |                           |   |
|  |                 |         |           |                           |   |
|  |                 |         |           |                           |   |
|  |                 |         |           |                           |   |
|  |                 |         |           |                           |   |
|  |                 |         |           |                           |   |
|  |                 |         |           |                           |   |
|  |                 |         |           |                           |   |
|  |                 |         |           |                           |   |

\*Sila lampirkan sijil-sijil yang berkaitan.

**LAMPIRAN H**

**SENARAI PENGALAMAN KERJA (2 TAHUN TERAKHIR)**

1. Di BSN;

|  | NAMA PROJEK | NILAI PROJEK (RM) | TAHUN |
|--|-------------|-------------------|-------|
|  |             |                   |       |
|  |             |                   |       |
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2. Di Lain-lain Agensi;

|  | NAMA PROJEK | AGENSI | NILAI PROJEK (RM) | TAHUN |
|--|-------------|--------|-------------------|-------|
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**LAMPIRAN I**

**SENARAI KERJA / PROJEK DITANGAN BAGI TAHUN SEMASA**

|  | <b>Nama Projek</b> | <b>Agensi yang mengawas projek</b> | <b>Harga (RM)</b> | <b>Tempoh Kontrak</b> | <b>Peratus Kemajuan</b> | <b>Tarikh Siap Sebenar</b> |
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