

## Request for Quotation

### Supply, Installation and Commission of Mobile File Compactor System

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| <b>Reference:</b>                     | AITI/8/2/CS – File Compactor – 2025                                  |
| <b>Opening Date:</b>                  | Monday, 7 April 2025   |
| <b>Closing Date:</b>                  | Monday, 5 May 2025 at 3:00 p.m.                                      |
| <b>Email:</b>                         | <a href="mailto:procurement@aiti.gov.bn">procurement@aiti.gov.bn</a> |
| <b>Information Day:</b>               | N/A  |
| <b>Document Fee (non-refundable):</b> | BND5.00  |

## EXECUTIVE SUMMARY

*This executive summary contains the high-level scope of work involved in the project.*

1. AITI is seeking a qualified and experienced Vendor who is registered with the Ministry of Development under the category of P06 to supply, deliver, install and commission a mobile file compactor system at AITI's premises at Simpang 32-5, Jalan Berakas, Kampung Anggerek Desa, Bandar Seri Begawan, BB 3713, Brunei Darussalam in accordance to the specifications contained herein.
2. The objective of this project is to provide a solution to storage needs and increase storage efficiency with a systematic filing, as well as to promote a Health, Safety, Security and Environment (HSSE) conscious working environment.
3. The high-level scope of work involves:
  - 3.1. Supply and Delivery of Mobile File Compactor System;
  - 3.2. Installation, Commissioning and Testing of Mobile File Compactor System;
  - 3.3. Warranty and Support Services;
  - 3.4. General Requirements; and
  - 3.5. HSSE Requirements.

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