

Technical Specification/ User Requirement Document (URD)

Project Title: Residential Leasing for RBAF Married Staff – Two (2) Years Contract (with an option of 6 months extension)

1. Background

The Ministry invites suitable qualified tenderers to submit tender proposals for the leasing of residential units suitable for married personnel in Brunei Muara area. The contract period shall be two (2) years, with the option to extend for 6 months.

2. Objective

- To provide 107 Royal Brunei Armed Force (RBAF) married staff with secure and reliable housing options which serve as a temporary accommodation;
- To ensure predictable costs through fixed-rate agreements (according to the type of residential/property offered).

3. Vendor Eligibility

- Tenderer must be registered landlords, property managers, and housing providers in Brunei Darussalam.

4. Scope of Work & Deliverables

The Tenderer shall provide ready-to-occupy residential units that meet the standards and requirements of the Royal Brunei Armed Forces (RBAF). Residential must be located within Brunei Muara district and must comply with all applicable laws, regulations, and safety codes.

- **Residential Unit Requirements:**
 - Fully completed and ready-to-occupy residential unit suitable for married personnel.
 - Residential Unit type: minimum 3 bedrooms or equivalent which may include flats, apartments, terrace houses, semi-detached houses, detached houses, bungalows, or cluster houses, etc.
 - May be single-storey or double-storey.
 - Preferably furnished units, including:
 - Queen bed and single beds
 - Air-conditioning units (Minimum 2: Master bedroom and living room)
 - Sofa set (3+2+1 seaters)
 - 1 set dining table
 - Gas/Electric Cooker (Minimum: 2 burner)
 - Optional: Washing machine, refrigerator, etc.

- **Location**
 - Residential Units/Property must be located within the **Brunei-Muara District**.
- **Utilities**
 - Utilities (water, electricity, internet) are excluded and shall be borne by tenant.
- **Other Facilities & Services:**
 - Tenderer must specify whether any other facilities or services i.e. water tank and pump, waste disposal arrangements are provided or not and included in rent or billed separately.
- **Lease Duration:**
 - Fixed two (2) year contracts, with an option for a 6-month extension subject to performance and mutual agreement.
- **Standards:**
 - Properties must comply with Brunei tenancy laws, safety regulations, and minimum living standards;
- **Maintenance:**
 - Landlords: responsible for **structural maintenance and general repairs**.
 - Tenants: responsible for **minor upkeep and cleanliness**.

6. Pricing Structure and Breakdown

The Tenderer shall provide rental rates for the two-year period with a clear breakdown of costs for the following items:

- **Fixed Monthly Rent (Fully Furnished):** Tenderer must propose fixed rates with price range of BND 420 to BND 1,400 per month (depending on residential type).
- **Currency:** Brunei Dollar (BND)
- **Payment Terms:** Monthly in arrears (payment to be made every end of month)