



**PT. Supreme Energy Rantau Dedap**

Enquiry Document for  
**PROVISION OF TECHNICAL DESIGN  
DEVELOPMENT FOR MUSI WATERSHED  
REHABILITATION ACTIVITY**

Reference No.  
**18000290-OQ-10103**

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# **BAGIAN 1 - UNDANGAN LELANG**

## **PART 1 - INVITATION TO BID**

### **INVITATION TO BID**

Date : \_\_\_\_ November 2018

Subject : PROVISION OF TECHNICAL DESIGN DEVELOPMENT FOR MUSI WATERSHED REHABILITATION ACTIVITY

Ref Number : 18000290-OQ-10103

Pre Bid Meeting : N/A

Location of the Meeting :

Closing Date : 6 November 2018, 10:00 hrs  
PT. Supreme Energy Rantau Dedap  
Menara Sentraya, 23<sup>rd</sup> floor  
Jl. Iskandarsyah Raya No. 1A  
Jakarta 12190

PT. Supreme Energy Rantau Dedap (COMPANY) invite Bidders to submit Bid Proposal for subject tender.

Should you desire to bid or unable to bid, we request that you sign and return the "Letter of Confirmation/Withdrawal Notification" attached herein within two (2) days from the date of receipt hereof.

We trust the information contained in the Enquiry Document is sufficient for the preparation of your Bid Proposal and look forward for your participation.

COMPANY reserves the right to reject any or all Bid Proposals without providing any reason thereof.

Regards,

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Procurement Committee

**LETTER OF CONFIRMATION / WITHDRAWAL NOTIFICATION**  
**(Bidder's Letter Head)**

PT. Supreme Energy Rantau Dedap

Menara Sentraya, 23rd Floor  
Jl. Iskandarsyah Raya No. 1A,  
Kebayoran Baru,  
Jakarta – Indonesia 12160

Attn.: Procurement Committee

Subject: PROVISION OF TECHNICAL DESIGN DEVELOPMENT FOR MUSI WATERSHED  
REHABILITATION ACTIVITY  
Ref. No.: 18000290-OQ-10103

Dear Sir,

We acknowledge receipt your complete set of Enquiry Document dated on.....for subject services, and hereby confirm that we:

- \* intend to participate in the bidding process and will submit our Bid Proposal in accordance with the terms and requirements therein.
- \* withdraw from further participation in the bidding process due to .....

**(\* Delete one that is not applicable)**

We further confirm that we shall treat the Enquiry Document as confidential matter and only disclose to others such information as is necessary for the preparation of the Bid Proposal.

The person nominated by us to be our representative for the purpose of this bidding process, and to whom any further communication should be addressed, is:

Mr. /Ms. ....  
Company .....  
Address .....  
Tlp/Fax .....

Yours faithfully,

\_\_\_\_\_  
Name:  
Title:

## **BAGIAN 2 - PETUNJUK PENAWARAN** **PART 2 - INSTRUCTIONS TO BID**

### **PETUNJUK PENAWARAN** **INSTRUCTIONS TO BID**

#### **1. DEFINISI-DEFINISI**

"Hari" berarti hari kalender.

"PERUSAHAAN" berarti PT. Supreme Energy Rantau Dedap

"Peserta Lelang" berarti Peserta Lelang yang diundang PERUSAHAAN untuk berpartisipasi dalam proses lelang.

"Dokumen Lelang" berarti suatu paket dokumen lengkap yang dibuat dan dikeluarkan oleh PERUSAHAAN seperti yang diuraikan pada butir 3 berikut ini.

"Usulan Penawaran" berarti usulan-usulan administrasi, teknikal dan komersial seperti yang diminta pada Bagian 3 - Format Penawaran, yang secara khusus dibuat untuk keperluan lelang ini.

#### **2. UMUM**

PERUSAHAAN mengundang Peserta Lelang mengajukan Usulan Penawaran untuk pengadaan jasa sebagaimana disebutkan dalam Dokumen Lelang ini. Usulan Penawaran tersebut harus dibuat sesuai dengan Petunjuk Penawaran ini.

Peserta Lelang harus memahami dan melaksanakan sepenuhnya hukum, peraturan, kebiasaan, norma dan kewajiban dari Pemerintah Pusat dan/atau Daerah terkait, yang mungkin berkaitan dengan pelaksanaan proses lelang ini.

#### **Alamat Korespondensi**

Semua komunikasi sehubungan dengan proses lelang ini harus tertulis dan dialamatkan kepada:

PT. Supreme Energy Rantau Dedap

Attn. : Procurement Committee

#### **1. DEFINITIONS**

"Day" shall mean calendar day.

"COMPANY" shall mean PT. Supreme Energy Rantau Dedap.

"Bidder" shall mean Bidders that are invited by the COMPANY to participate in the bidding process.

"Enquiry Document" shall mean a complete package of document made and issued by COMPANY as specified in item 3 herebelow.

"Bid Proposal" shall mean administration, technical and commercial proposal as instructed in Part 3 - Form of Bid that particularly made for the purpose of this bidding process.

#### **2. GENERAL**

COMPANY invites Bidder to submit Bid Proposal for the provision of services as described in this Enquiry Document. Such Bid Proposal shall be prepared in accordance with this Instruction to Bid.

It is clearly understood that Bidder shall be responsible to comply and fully aware with all applicable governmental and/or local laws, regulations, practices, codes and requirements which might relevant to this bidding process.

#### **Correspondence Address**

All communications related to this bidding process shall be in writing and addressed to:

Email : Bidder is requested to send scan copy of the letter and send by email to

- [meidina-dwisavira@supreme-energy.com](mailto:meidina-dwisavira@supreme-energy.com)
- cc to: [hary-wibowo@supreme-energy.com](mailto:hary-wibowo@supreme-energy.com)

#### **3. DOKUMEN LELANG**

Dokumen Lelang terdiri dari bagian-bagian sebagai berikut:

Bagian 1 - Undangan Lelang  
Bagian 2 - Petunjuk Penawaran  
Bagian 3 - Format Penawaran  
Bagian 4 - Format Kontrak

PERUSAHAAN dapat mengadakan perubahan dan/atau instruksi tambahan selama masa lelang dalam bentuk Tambahan terhadap Dokumen Lelang.

#### **3. ENQUIRY DOCUMENT**

The Enquiry Document comprises the following sections:

Part 1 - Invitation To Bid  
Part 2 - Instructions To Bid  
Part 3 - Form of Bid  
Part 4 - Form of Contract

COMPANY may issue amendments and/or additional instructions during the bidding process in the form of Addendum to the Enquiry Document.

#### 4. RAPAT PENJELASAN LELANG

Jika diperlukan, PERUSAHAAN dapat mengundang Peserta Lelang untuk menghadiri Rapat Penjelasan Lelang atas biaya Peserta Lelang. Peserta Lelang dianjurkan mengikuti rapat ini.

Jika Rapat Penjelasan Lelang diadakan, maka jadwal rapat dapat dilihat di bagian Undangan Lelang.

Risalah Rapat Penjelasan Lelang menjadi agenda terhadap Dokumen Lelang dan akan diberikan ke semua Peserta Lelang.

#### 5. BAGIAN DOKUMEN PERMINTAAN

PERUSAHAAN akan memberikan salinan dari semua Penjelasan, Pengecualian, Risalah Rapat Penjelasan Lelang dan/atau Tambahan terhadap Dokumen Lelang kepada Peserta Lelang sebelum tanggal Penutupan Lelang. Tambahan terhadap Dokumen Lelang yang dikirimkan kepada Peserta Lelang harus dianggap sebagai bagian dari Dokumen Lelang.

#### 6. MEMPELAJARI DOKUMEN LELANG

Peserta Lelang harus mempelajari dan mengerti isi Dokumen Lelang serta meneliti kelengkapan dan kebenarannya.

Apabila Peserta Lelang menemui ketidaksesuaian, kesalahan, kekurangan dan/atau mempunyai pertanyaan sehubungan dengan Dokumen Lelang, Peserta Lelang harus mengajukan langsung pertanyaan-pertanyaan tersebut secara tertulis kepada PERUSAHAAN paling lambat tiga (3) hari kerja sebelum tanggal penyampaian Usulan Penawaran, kecuali ditentukan lain dalam Risalah Rapat Penjelasan Lelang dan / atau Tambahan terhadap Dokumen Lelang.

#### 7. BIAYA LELANG

PERUSAHAAN tidak bertanggung jawab atas segala biaya yang menjadi beban Peserta Lelang dalam hubungannya dengan persiapan dan pengajuan penawaran atas Dokumen Lelang ini maupun atas penyerahan informasi atau pertemuan susulan.

#### 8. PROSEDUR LELANG

- 8.1 Proses lelang ini dilaksanakan dengan Sistem Lelang Satu-Sampul. Sampul berisi Data Administrasi & Teknis dan Data Harga.
- 8.2 Peserta Lelang diminta menyampaikan **Penawaran Utama** yang sesuai dengan persyaratan Dokumen Lelang. Evaluasi penawaran akan dilakukan berdasarkan Penawaran Utama.

#### 9. PENYAMPAIAN USULAN PENAWARAN

Jadwal penyampaian Usulan Penawaran dapat dilihat di Bagian Undangan Lelang.

#### 4. PRE-BID MEETING

If required, COMPANY may invite Bidder to attend a pre-bid meeting at Bidder's own cost and effort. It is recommended for Bidder to attend this meeting.

Should the Pre-bid Meeting be conducted, the schedule is shown on Invitation to Bid section.

The Minutes of Pre-bid Meeting resulting therefrom shall become addendum to the Enquiry Document and it will be distributed to all Bidders.

#### 5. PART OF ENQUIRY DOCUMENT

COMPANY will issue copy of all Clarifications, Exceptions, the Pre-Bid Meeting Minutes and/or Addendum to all Bidders prior to the Closing Date. Addendum to the Enquiry Document issued to Bidders shall be deemed part of the Enquiry Document.

#### 6. REVIEW OF ENQUIRY DOCUMENT

The Bidder shall review the Enquiry Document and satisfy himself with respect to its completeness, correctness and sufficiency.

Should Bidder find any discrepancies, errors, omissions and/or have any queries with respect to the Enquiry Document, Bidder shall direct their enquiries in writing to COMPANY at the latest three (3) working days prior to the Bid Proposal submission date, except stated otherwise in Pre-bid Minutes of Meeting and/or Addendum to Enquiry Document.

#### 7. COST OF BIDDING

COMPANY will not be held responsible for any expenses incurred by Bidder in connection with the preparation and submission of a reply to this Enquiry Document or any subsequent submission of additional information or attendance meetings.

#### 8. BIDDING PROCEDURE

- 8.1 This bidding process is administrated using One- Envelope Bidding System. The Envelope contains Administrative & Technical Data and Commercial Data.
- 8.2 Bidders are required to submit a **Base Bid** which is fully in compliance with Enquiry Document requirements. The evaluation will be based upon the Base Bid.

#### 9. BID PROPOSAL SUBMISSION

The schedule of Bid Proposal submission is shown on Invitation to Bid Part.

Usulan Penawaran disampaikan:

- ☒ Melalui email, dengan mengirimkan scan copy (format PDF) dari Usulan Penawaran ke email korespondensi di atas. Asli dari Usulan Penawaran disampaikan menyusul secepatnya.
- ☐ Langsung, dengan mengirimkan asli dari Usulan Penawaran ke alamat korespondensi di atas.

Harap dipastikan bahwa hal-hal berikut telah tercakup pada surat penawaran :

- Harga penawaran yang diajukan sudah dalam huruf dan angka yang sesuai.
- Masa berlakunya Usulan Penawaran: tidak kurang dari 3 (tiga) bulan sejak tanggal penyerahannya.
- Tanda tangan melintasi meterai tempel (Rp 6.000.00) oleh Direktur Utama atau orang lain yang diberi wewenang.

## 10. SALINAN USULAN PENAWARAN

Jumlah Usulan Penawaran yang diserahkan adalah sebagai berikut:

- Satu (1) set Asli Usulan Penawaran.
- Satu (1) set Salinan Usulan Penawaran.
- CD yang berisi PDF file dari Proposal Penawaran

Bilamana terdapat ketidaksesuaian diantaranya, maka yang 'Asli' yang akan menjadi acuan.

## 11. FORMAT PENAWARAN

Untuk membantu Peserta Lelang dalam menyusun Usulan Penawaran serta memudahkan PERUSAHAAN dalam melakukan evaluasi, Peserta Lelang harus menyusun Usulan Penawaran-nya sesuai dengan Bagian 3 – Format Penawaran.

## 12. PEMBUKAAN LELANG

Tidak akan ada pembukaan lelang terbuka. Usulan Penawaran akan diterima, dibuka dan dievaluasi sendiri oleh wakil PERUSAHAAN yang ditunjuk.

Setelah evaluasi Data Administrasi, Teknis dan Harga selesai, secara resmi Peserta Lelang akan diberitahukan hasil evaluasi Usulan Penawaran yang disampaikan.

## 13. EVALUASI USULAN PENAWARAN

- 13.1 PERUSAHAAN akan mengevaluasi Usulan Penawaran yang diterimanya dan memberikan Service Order kepada Peserta Lelang yang dinyatakan sebagai yang terbaik menurut kepentingan PERUSAHAAN.
- 13.2. Evaluasi teknis dilakukan berdasarkan system Lolos atau Gagal berdasarkan pertimbangan tunggal PERUSAHAAN untuk mendapatkan kemampuan teknis terbaik untuk melaksanakan dan menyelesaikan pekerjaan.
- 13.3. PERUSAHAAN mempunyai pilihan untuk mengoreksi kesalahan aritmatik suatu Usulan Penawaran tanpa merubah harga unit yang ditawarkan. Jika koreksi aritmatik tersebut

Bid Proposal to be submitted:

- ☒ Through email, by sending scan copy (PDF format) of the Bid Proposal to above email correspondence. Original of the Bid Proposal to be followed soonest.
- ☐ Hand carry, by sending the original Bid Proposal to the addreses stated above.

Please ensure that the following are covered in the bid letter:

- Bid Price is consistent between words and figures
- Validity of the Bid Proposal: 3 (three) months as of the date of submission.
- Signing over duty stamp (Rp 6,000.00) by President Director or other persons with delegated authority.

## 10. COPY OF BID PROPOSAL

Number of Bid Proposal to be submitted is as follows:

- One (1) set Original of Bid Proposal
- One (1) set Copy of Bid Proposal
- CD consists of PDF file of the Bid Proposal

In the event of any discrepancies between the documents, the 'Original' shall prevail.

## 11. FORM OF BID

To assist Bidder in preparing the Bid Proposal and to help the COMPANY carrying out evaluation, Bidder shall strictly prepare their Bid Proposal in accordance with the Part 3 – Form of Bid.

## 12. BID OPENING

There will be no public bid opening. Bid proposal will be received, opened and evaluated by COMPANY authorized representatives.

After the Administration, Technical, and Commercial evaluations are concluded, Bidder will be officially notified the result of their Bid Proposal evaluation.

## 13. EVALUATION OF BID PROPOSAL

- 13.1 COMPANY will evaluate Bid Proposal received and award the Service Order to Bidder whose proposal is determined to be in COMPANY best interest to accept.
- 13.2. Technical evaluation will be a Pass or Fail system at sole discretion of COMPANY to get the best technical capability in performing and completing the work.
- 13.3. COMPANY has option to adjust arithmetical error to any Bid Proposal as required without changing the unit price/cost offered. If the adjustment of the arithmetical error results in

mengakibatkan adanya perubahnya harga unit, Usulan Penawaran bersangkutan akan didiskualifikasi.

changing any unit price/cost, such a Bid Proposal will be disqualified.

#### **14. PEMBATALAN**

PERUSAHAAN berhak membatalkan proses lelang ini atau melakukan pelelangan ulang setiap saat sebelum penandatanganan Service Order tanpa kewajiban memberikan alasan apapun, meskipun Peserta Lelang telah menerima pemberitahuan mengenai keberhasilannya dalam proses lelang ini.

#### **14. CANCELLATION**

COMPANY has the right to cancel this bidding process or to re-bid at any time before the signing of the Service Order by both parties without any obligation to indemnify whatsoever, notwithstanding Bidder has received our notification as the successful Bidder in this bidding process.

#### **15. USULAN FORMAT KONTRAK**

Usulan Format KONTRAK tercakup dalam Bagian 4 Dokumen Lelang ini. Seluruh spesifikasi dibuat berdasarkan persyaratan PERUSAHAAN.

#### **15. PROPOSED FORM OF CONTRACT**

The proposed Form of Contract is included in Part 4 of this Enquiry Document. COMPANY has prepared the specifications based upon its requirements.

#### **16. ETIKA BISNIS**

Peserta Lelang diminta tidak melakukan sesuatu yang dapat menyebabkan karyawan PERUSAHAAN melakukan suatu pelanggaran etika bisnis, sehingga hubungan usaha antara kedua perusahaan kita tidak terpengaruh secara buruk karenanya.

Peserta Lelang yang diidentifikasi melanggar ketentuan Etika Bisnis akan di diskualifikasi dari proses lelang ini.

#### **16. BUSINESS ETHICS**

Bidders are expected to refrain from actions that can tempt COMPANY's employees into business ethics violation, so that the business relationship between our two companies will not be adversely affected as a result thereof.

The Bidder is identified as having violated Business Ethics policy will be disqualified from this bidding process.



## **BAGIAN 3 - FORMAT PENAWARAN**

### **PART 3 - FORM OF BID**

#### **SECTION 1 – ADMINISTRATION DATA**

<u>No.</u>	<u>Descriptions</u>
------------	---------------------

**A.1 Licences, Permit and Other Requirement**

Bidder must provide the following documents: (Not applicable if Bidder holds a valid SLKA):

- (1) Copy of Akte Notaris (Article of Incorporation) and the Amendments (if any)
- (2) Copy of SIUP (Surat Ijin Usaha Perdagangan), foreign investment / PMA or similar documents and SKDP (Surat Keterangan Domisili Perusahaan)
- (3) Copy of SKT (Surat Keterangan Terdaftar) Panas Bumi from BKPM (Badan Koordinasi Penanaman Modal) or replace with statement letter which mention that Bidder will apply for SKT Panas Bumi from BKPM after Contract award and provide the SKT/application evidence before commencement of the Services.
- (4) Copy of valid SKT (Surat Keterangan Terdaftar) Pajak, Tax Payer Identification Number (NPWP) and SPPKP (Surat Pengukuhan Pengusaha Kena Pajak)
- (5) Evidence of the last three (3) months tax deposit
- (6) The list of Bidder shareholder
- (7) The list of Bidder Board of Directors & Management
- (8) BPJS Kesehatan and BPJS Ketenagakerjaan Certificate

**A.2 Bidder's Overall Organisational Structure**

Bidder shall provide an overall organisation chart, which shows its relationship with subcontractor and any other participants in this particular work.

#### **SECTION 2 – TECHNICAL DATA**

Technical evaluation will be conducted at sole discretion of COMPANY to get the best technical capability in performing and completing the project. Therefore Bidder is required to provide through explanation of how to complete for every task outlined in the Exhibit of the Scope of Work.

In addition to the Exhibit of the Scope of Work, Bidder shall submit Technical Data in the format shown below.

<u>No.</u>	<u>Descriptions</u>
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**B.1 Proposed Organisation Chart**

Bidder shall provide their Organization Chart identifying Bidder's representative and key personnel dedicated to the performance of the work.

**B.2 Work Method**

- (1) Bidder shall outline the method or expected approach to complete the work (to show COMPANY that Bidder understands the work).
  - If using subcontractor, Bidder shall explain also its subcontracting plan.
  - If applicable, Bidder is to provide delivery or completion schedule of the work.
- (2) Bidder shall provide Bidder's SHE Procedures applicable and implemented within Bidder's operation.

**B.3 Proposed Equipment and/or Personnel**

Bidder shall propose equipment needed and/or its personnel to satisfactorily complete the overall works as stipulated in the Exhibit of the Scope of Work. Be noted that the equipment proposed and/or all personnel nominated shall refer to the Exhibit of Scope of Work specified therein.

- If not specifically requested in the Exhibit of the Scope of Work, Bidder shall provide a list of equipment proposed for these services including its detailed technical specification, especially the main equipment. This list shall include - as a minimum – the maker, model/type, capacity, quantity and other specific technical characteristics of the equipment. COMPANY shall have the right to inspect Bidder's proposed equipment. Except stated otherwise in Exhibit of Scope of Work, Bidder shall responsible for certificate of SKPP (Surat Kelayakan Penggunaan Peralatan) for their site equipment and SKPI (Surat Kelayakan Penggunaan Instalasi) from Ditjen EBTKE.
- If not specifically requested in the Exhibit of the Scope of Work, Bidder shall provide a detailed resume/CV for each personnel proposed for these services, especially for the key persons. This resume shall include - as a minimum - the name, age, nationality, company and industry training, current position, background / qualifications / educational profile, related work experience, location of work, years with the company, photograph, and notable achievements in the candidates' career to date. COMPANY shall have the right to interview Bidder's proposed personnel.

## SECTION 3 - COMMERCIAL DATA

The Commercial Data shall comprise the following information.

<u>No.</u>	<u>Descriptions</u>
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<b>C.1</b>	<b>Bid Proposal Letter</b>
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The Bid Proposal letter shall be submitted on Bidder's letter head with authorised signature over Rp 6,000.00 duty stamp, the form of which is shown in **Appendix 1** hereinafter. The Bid Price shall be stated clearly and consistently in figures and words.

<b>C.2</b>	<b>Detailed Remuneration</b>
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- (1) Bidder shall insert breakdown of rates, sums or prices against each item listed in Exhibit C – Compensation and Payment. Any items which do not have rates, sums or prices inserted shall be deemed to be nil cost.
- (2) Currency used for prices shall refer to Exhibit C.
- (3) Bid Proposal shall also state the unit rates and calculate the Bid Price according to the form stated Exhibit of Compensation and Payment thereof. The Exhibit C is not a commitment, and will be used for evaluation purpose only.

<b>C.3</b>	<b>Local Content</b>
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Bidders should optimize using of local products and personnel which meet technical requirements. Bidders must complete the attached Local Content Form hereafter shown on **Appendix 3** for each individual service with back up calculation and documentation supporting Bidder's statement of foreign and domestic content and submit it with the Bid Proposal. The successful Bidder is solely responsible for financial sanctions imposed by the applicable regulations, if there is a difference between actual local content and local content calculated in the Bid Proposal. The total price of each item shall be consistent with the Breakdown of the Price. The Indonesian/Local Content proposed by the successful Bidder will be subject to COMPANY and/or Government audits during and after the performance of the SO.

**Section 1 – Additional Requirements  
APPENDIX 1**

**STATEMENT OF CONFORMITY**

PT. Supreme Energy Rantau Dedap

Menara Sentraya, 23rd Floor  
Jl. Iskandarsyah Raya No. 1A,  
Kebayoran Baru,  
Jakarta – Indonesia 12160

Attention: Procurement Committee

Gentlemen:

**TITLE: PROVISION OF TECHNICAL DESIGN DEVELOPMENT FOR MUSI WATERSHED REHABILITATION  
ACTIVITY**

**Ref. No. : 18000290-OQ-10103**

Having examined the Enquiry Document for the above named Work, we offer to perform, complete and warrant the whole Work in full conformity with the said Enquiry Document for fixed prices and rates as submitted in this Bid Proposal.

We confirm that our Bid Proposal is valid for **3 (three) months** from the Closing Date of the submittal stated in your Enquiry Document.

- ☐ Our Bid Proposal is in strict accordance with the Enquiry Document.\*
- ☐ Our Bid Proposal is not in accordance with the Enquiry Document and we propose new and/or rejected exceptions.\*
- ☐ We attach technical deviation list in Administration and Technical Proposal \*\*
- ☐ We attach commercial deviation list in Commercial Proposal \*\*

\* Check one of the boxes as appropriate.

**Note: any Bid Proposal not in accordance with the Enquiry Document may be subject to rejection.**

\*\* Check one or both of the boxes if Bidder Proposal is not in accordance with the Enquiry Document.

Enquiry Document Parts 2 and 3 are enclosed herewith and together with this letter comprise our Bid Proposal.

We the Bidders understand that PT. Supreme Energy Rantau Dedap are not bound to accept any Bid Proposal received, and may reject all or any Bid Proposal(s) received without giving reason for the rejection.

Should you have questions or require any clarifications regarding this bid, please direct enquiries to:

Name/Title: \_\_\_\_\_ (Contact Person)/\_\_\_\_\_

Phone/Fax No: \_\_\_\_\_

E-mail Address: \_\_\_\_\_



Signed: \_\_\_\_\_

Company: \_\_\_\_\_

Typed Name: \_\_\_\_\_

Address: \_\_\_\_\_

Position: \_\_\_\_\_

Date: \_\_\_\_\_

**Section 1 – Additional Requirements**  
**APPENDIX 2**

**BID LETTER**

No. ....  
Date.....

PT. Supreme Energy Rantau Dedap  
Menara Sentraya, 23rd Floor  
Jl. Iskandarsyah Raya No. 1A,  
Kebayoran Baru,  
Jakarta – Indonesia 12160

**For the attention of Procurement Committee**

Dear Sirs

**TITLE: PROVISION OF TECHNICAL DESIGN DEVELOPMENT FOR MUSI WATERSHED REHABILITATION**  
**ACTIVITY**

**Ref. No. : 18000290-OQ-10103**

We have read the Enquiry Document issued by PT. Supreme Energy Rantau Dedap (COMPANY) relating to the above work and:

1. We acknowledge receipt of your Enquiry Document and confirm that the contents have been taken into consideration in the preparation of our Bid Proposal.
2. We confirm that we have fully satisfied ourselves as to the extent and nature of the work to be provided.
3. We hereby offer our best price to perform the work in accordance with the Scope of Work and in conformity with the other documents which comprise this Enquiry Document.

IDR \_\_\_\_\_ (Say \_\_\_\_\_)

4. The bid price above is the lowest and best of our company can offer and shall be firm and binding and will not be subject to revision for a period of **3 (three) months** from the bid closing date.
5. We undertake in the event of your acceptance to execute a formal Service Order with you embodying all the terms and conditions contained within this offer. Unless and until a formal Service Order is prepared and executed, this Bid Proposal together with your written or telexed acceptance thereof shall constitute a binding Service Order between us.
6. We undertake that if our Bid Proposal is accepted, we shall commence the work in accordance with COMPANY instructions.
7. We hereby declare that only the persons or firm interested in the Bid Proposal as principals are named herein, and that no other persons or firms other than herein mentioned have any interest in this proposal, and that it is made without connections with any other persons, company, or parties likewise submitting a tender or proposal: and that is in all respect and in good faith, without collusion or fraud.

(Rp 6,000.00 stamp duty)

Date/Signature: \_\_\_\_\_

Name of Authorised Signatory: \_\_\_\_\_

Position in Company: \_\_\_\_\_

Full Registered Name of Company: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone/Faximile Number: \_\_\_\_\_

**Section 1 – Additional Requirements**  
**APPENDIX 3**

**LOCAL CONTENT FORM – EXAMPLE ONLY**

Services

Uraian Pekerjaan Work Description	Cost / Biaya (IDR/USD)			TKDN Local Content (%)  (e=a/d)
	KDN – Local Component (a)	KLN – Overseas Component (b)	Total (c=a+b)	
Jasa / Services				
I. <u>Manajemen Proyek dan Perekayasaan</u> Project Management and Engineering	200	100	300	20
II. <u>Alat Kerja / Fasilitas Kerja</u> Working Equipment / Facility	200	0	200	20
III. <u>Konstruksi dan Fabrikasi</u> Construction and Fabrication	300	0	300	30
IV. <u>Jasa Umum</u> General Services	200	0	200	20
A. Total Jasa / Services	900		1,000	90
	$\Sigma(a)$		$(d=\Sigma c)$	
B. Komponen Bukan Biaya / Non Cost Component (overhead, profit)			200	
C. Total Nilai Penawaran / Quoted Price (A+B)			1,200	

**BAGIAN 4 - FORMAT KONTRAK**  
**PART 4 - FORM OF CONTRACT**