

Summary Specification	
BIL. SEBUTHARGA/QUOTATION REF.:	UBD/Q/180/2026 (FOS) - [G]
TARIKH DIKLANKAN :	<u>15 September 2026 [Selasa]</u>
TARIKH TUTUP :	<u>29 September 2026 [Selasa]</u> JAM: 2 Petang
DOCUMENT FEE :	B\$ 10.00

Important Note:

The Official PDF quotation/tender form will be send via email once UBD Official receipt issued and send to vendors/supplier for confirmation of payment received.

Please take note that the document fee for each of the New and Extended quotations will be BND 10.00 each

Payment Information

Quotations/tenders are identified as follows:

[G] – Kerajaan (Government Account)

Please ensure payment is made to the correct account:

[G] → UNIVERSITI BRUNEI DARUSSALAM [KERAJAAN]

Payment details and account numbers are available under “Mode of Payment” on the UBD website

Note: Please ensure that you provide the correct details when making the payment.

Please email proof of the above payment to helpdesk.epay@ubd.edu.bn , finance@ubd.edu.bn,
eprocurement.support@ubd.edu.bn.

TITLE :		PROVISION AND COMMISSIONING OF GARDEN MAINTENANCE SERVICES FOR BOTANICAL RESEARCH CENTRE, INSTITUTE FOR BIODIVERSITY AND ENVIRONMENTAL RESEARCH (IBER), UBD
No.	Quantity	SPECIFICATIONS
1	2 persons	Provision and commissioning of garden maintenance services for Botanical Research Centre, Institute for Biodiversity and Environmental Research (IBER) Refer the attachment for Full specification

ITEM SPECIFICATION

INSTITUTE FOR BIODIVERSITY AND ENVIRONMENTAL RESEARCH (IBER)

BIL .	TAJUK TAWARAN	SPESIFIKASI	JUMLAH		TEMPAT PENGHANTARAN
1.	Provision and commissioning of garden maintenance services for Botanical Research Centre, Institute for Biodiversity and Environmental Research (IBER)	- Cleaning/landscaping specialist for 6 days a week (Monday to Saturday excluding public holidays, (7.5 hours) in a period of twelve (12) months. Period commencing 1st November 2026 – 31st October 2027. - All tools and required equipment to be supplied by vendor to attend to the scope of works listed in this specifications. - Site coverage – 12 distinct zones within a 2 hectare developed area and green house. - Core Tasks - To deep clean all areas before any major UBD events - Supply of all consumables and equipment for the garden maintenance for 12 months period - Grass cutting at specific areas - Tree pruning : below 2 m trees - Trimming and pruning for potted plants, shrubs and trees - Clearing of weeds - Application of fertilizers - Clearing and cleaning of pathway – sand, algae, dry leaves and branches - Clearing of all green waste and from landscape maintenance and dispose offsite - Cleaning of signages when necessary - Fogging when necessary - Cleaning Schedule for the zones: Zone A- Medicinal Plants, B- Pong's Garden (Timber Plants), C- Orchid & Pitcher Species, D- Palm Gardens, E- Agarwood Species, F- Ginger Garden, G- Dipterocarpaceae Display, H- Flower Garden - Watering, pruning and trimming of dead branches and leaves (as required) - Removal of all shed leaves and branches by blower - Weeding of non-desired plants from landscaped areas - Wipe down all signage and plaques ensuring no streaks	2	persons	IBER, UBD
			Weekly		

		○ Clearing of all green waste from landscape maintenance and disposal offsite ○ Applying fertilizers and herbicides/per plant	Weekly		
		Zone I- Rock Garden ○ Watering, pruning and trimming of dead branches by blower ○ Removal of all shed leaves and branches by blower ○ Weeding of non-desired plants from landscaped areas ○ Wipe down all signage and plaques ensuring no streaks ○ Sweep and clear all leaves and debris from landscaped rock pathway ○ Sweep and clear all leaves and debris from landscaped pebbled areas (ensuring pebbles are not removed from its designated areas) ○ Sweep and clear all leaves and debris from exotic rock exhibition areas ○ Clearing of all green waste from landscape maintenance and disposal offsite ○ Wipe down of all exotic rock surfaces ○ Deep clean rock features and pebbles- high pressure where feasible ○ Application of 2 code Chemibond-Algae x	Every month Every 2 months Weekly		
		Zone J- Jetty ○ Wipe and cleaning of ConWood decking ○ Ensuring furniture (umbrellas and garden furniture) are in correct position ○ Wipe down and sanitize the tables and chairs	Weekly		
		Zone L- Stingless bees ○ Watering, pruning and trimming of dead branches and leaves (as required) ○ Removal of all shed leaves and branches by blower ○ Weeding of non-desired plants from landscaped areas ○ Wipe down all signage and plaques ensuring no streaks ○ Applying fertilizers and herbicides/pesticides per plant	Weekly		
		Zone N- Greenhouse, O- Climber, Nursery and 3 Shade houses			

		○ Watering, pruning and trimming of dead branches and leaves (as required) ○ Removal of all shed leaves and branches by blower ○ Weeding of non-desired plants from landscaped areas ○ Wipe down all signage and plaques ensuring no streaks ○ Wipe down and sanitization of Greenhouse Entrance door ○ Sweep/mop of Greenhouse floor ○ Scrub walls of Greenhouse walls for any orange mold buildup Cafe Garden and Planter boxes ○ Watering, pruning and trimming of dead branches and leaves (as required) ○ Removal of all shed leaves and branches by blower ○ Weeding of non-desired plants from landscaped areas ○ Monitoring and care for plants as per approved plan ○ Applying fertilizers and herbicide/pesticides per plan Pathway, roofed Walkway & Parking area (Near Entrance) ○ Removal of all shed leaves and branches by blower ○ Sweep/mop all pathways ○ Scrub pillars, walls and garden plater boxes for any orange mold buildup ○ Applying fertilizers and herbicides/pesticide per plants Deep Clean all footpaths for removal of green moss (slip hazard) ○ Surface preparation work :Clearing of footpath and edges ○ Application of eco-freindly chemical to remove dirt and moss ○ High pressure washing of pathways ○ Spot clean stubborn stained areas with specialized chemicals ○ Spraying code 2 Chemibond Algae-X	Weekly		
			Weekly		
			Every month		