

REFERENCE OF TENDER	DESCRIPTION OF TENDER	TIME PERIOD OF TENDER	DEPARTMENT/DIVISION/UNIT REQUESTING TENDER	FEEs	CLOSING DATE NOT LATER THAN 12.00AM	FOCAL PERSON
KK/87/2024/LAB(TC)	TO SUPPLY AND DELIVER HAEMOPHILUS INFLUENZAE ANTISERA FOR NATIONAL CLINICAL MICROBIOLOGY REFERENCE LABORATORY, DEPARTMENT OF LABORATORY SERVICES, MINISTRY OF HEALTH FOR A PERIOD OF FIVE(5) YEARS USAGE	5 YEARS	DEPARTMENT OF LABORATORY SERVICES	\$10.00	21 ST MAY 2024	Marharaini binti Haji Abu Hanafiah National Clinical Microbiology Reference Laboratory Department of Laboratory Services Ministry Of Health Negara Brunei Darussalam Contact No: 2242424 Ext 6321 e-mail: marharaini.hanafiah@moh.gov.bn

NOMBOR TAWARAN : KK/87/2024/LAB(TC)

**KEMENTERIAN KESIHATAN
NEGARA BRUNEI DARUSSALAM**

**TO SUPPLY AND DELIVER HAEMOPHILUS INFLUENZAE
ANTISERA FOR NATIONAL CLINICAL MICROBIOLOGY
REFERENCE LABORATORY, DEPARTMENT OF LABORATORY
SERVICES, MINISTRY OF HEALTH FOR A PERIOD OF FIVE(5)
YEARS USAGE**

YURAN TAWARAN: \$10.00

NOMBOR RESIT :

TARIKH TUTUP : HARI SELASA, 21HB MAY 2024

JAM : 2.00 PETANG

KEPADA :

**PENGERUSI LEMBAGA TAWARAN KECIL
PETI TAWARAN, TINGKAT BAWAH
BANGUNAN KEMENTERIAN KESIHATAN
COMMONWEALTH DRIVE
BANDAR SERI BEGAWAN BB 3910
NEGARA BRUNEI DARUSSALAM**

(CLUSTERING)

SECTION 2

SPECIFICATIONS AND REQUIREMENTS

TENDER REFERENCE NO: KK/87/2024/LAB(TC)

INVITATION TO TENDER

TO SUPPLY AND DELIVER HAEMOPHILUS INFLUENZAE ANTISERA FOR NATIONAL
CLINICAL MICROBIOLOGY REFERENCE LABORATORY, DEPARTMENT OF LABORATORY
SERVICES, MINISTRY OF HEALTH FOR A PERIOD OF FIVE (5) YEARS USAGE

DELIVERY PERIOD AFTER PO ISSUED	4-8 WEEKS AND NO LONGER THAN 12 WEEKS
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NO.	ITEM DESCRIPTIONS AND SPECIFICATIONS	PACKAGING SIZE	TOTAL ESTIMATE USAGE/YEAR
1	Haemophilus Influenzae type A	Vial of 2 ml	5 vials
2	Haemophilus Influenzae type B	Vial of 2 ml	8 vials
3	Haemophilus Influenzae type C	Vial of 2 ml	5 vials
4	Haemophilus Influenzae type D	Vial of 2 ml	5 vials
5	Haemophilus Influenzae type E	Vial of 2 ml	5 vials
6	Haemophilus Influenzae type F	Vial of 2 ml	5 vials

NO.	SPECIFICATIONS AND REQUIREMENTS
1	Haemophilus influenzae intended for use in slide agglutination test to identify serologically the type antigen of pathogenic strains of H influenzae (types A to F) for epidemiological and diagnostic purposes.
2	Serological tests are based on the fact that antibodies in serum, produced in response to exposure to bacterial antigens.
3	Can be tested on pure colonies on chocolate agar.
4	Results can be read visually in one minute.
5	Expected results: Visible agglutination in the presence of homologous antigens.
6	Agglutination should be strong and clearly visible within one minute.
7	Produced in rabbits and are preserved with 0.5% phenol.
8	Each bottle, fitted with teat and dropper, contains 2 ml liquid and is supplied ready to use.
9	All reagent test kits / consumables supplied throughout this tender <u>shall</u> have a minimum expiry date of twelve (12) months on delivery . Should the reagent or consumable be urgently needed, provision of a reagent test kit or consumable with expiry date of less than twelve (12) months should be first agreed by the User of the particular laboratory before delivery is made.
10	Delivery of consumables should be according user schedule. Supplier should have other alternative in the case where supplier cannot fulfil the delivery on time.
11	Buffer stock of the consumables should be available at the local representative as contingency.
12	Should there be any discontinuity of consumables due to non-compliance in the manufacturing of the consumables; the vendor must be able to provide an alternative so that the services are still available for the customers.
13	Letter of Undertaking (LOU) shall be produced upon each delivery of test kit or consumable with expiry date of less than twelve (12) months and vendor shall declare in the LOU that unused, unopened, expired kits will be replaced accordingly. For items which are known to have short expiry date such as those containing red blood cells, list down all such items and vendor shall declare in this tender submission of such items and shall be exempted from submitting LOU upon delivery.
14	Staggered delivery upon request.
15	All participating vendors MUST provide sample to the end-user for evaluation (either given together with offered quotation or during evaluation). Vendor shall submit samples of the offered items directly to the Users no later than 7 days after the Closing Date of this advertisement or as required by the Users.
16	Product inserts and MSDS shall be provided to the User.
17	International markings: products must be CE marked or equivalent standards that are acceptable to the users.
18	User shall have the rights to refuse delivery of items that do not meet the acceptance criteria such as, but not limited to, the following: 1. Tampered or damaged box 2. Leakage upon delivery 3. Items stored pre-delivery not in accordance to manufacturer's instructions

NO.	SPECIFICATIONS AND REQUIREMENTS
	4. Expiry date not meeting requirement
19	User shall have the rights to return any items, and to be replaced at no extra cost, if found not meeting the acceptance criteria upon opening a pack such as, but not limited to, the following: 1. Tampered or damaged packaging 2. Evident of leakage or damaged products 3. Expired products that are evidently less than the requirement mentioned in para 1 calculated from delivery date 4. Leakage upon delivery
21	FINANCIAL AGREEMENT
21.1	Supply of the test kit including reagents, consumables and/or accessories is based on the number of kits required in the Purchase Order according to an agreed schedule period as stated in para 14.
21.2	Buffer stock of the test kit including reagents, consumables and accessories shall be available at the local representative as contingency.
21.3	Should there be any discontinuity of reagents / consumables due to non-compliance in the manufacturing of reagents; the vendor must be able to provide an alternative so that the test requests / services are still available for the customers.
21.4	EXIT CLAUSE: The tender contract shall be automatically terminated even though tender has not yet expired and this shall be in effect due to, but not limited to, the following: 1. When the testing is no longer required or relevant i.e. test is obsolete, to the laboratory or the Department. 2. When the item(s) set out in this tender is/are no longer required by the laboratory or the Department. 3. When the approved budget allocation for this tender contract has been used up before the tender contract expires whereby a renewal of tender shall be submitted by the user for an open advertisement subject to approval by the Mini Tender Board (<i>Lembaga Tawaran Kecil</i>).
22	DELIVERY PERIOD: Preferably 4 – 8 weeks and no later than 12 weeks after issue of Purchase Order
23	PRICE VALIDITY: The quotation shall remain valid for 12 MONTHS from the final date for the submission of the quotation and no supplier may withdraw his/her quotation within that period. The Government reserves the right to extend this period if deemed necessary provided that such extension to the quotation validity period shall have written consent of the supplier(s).

DELIVERY PERIOD AFTER PO ISSUED	4-8 weeks and no longer than 12 weeks
Lab/Section/Unit	NATIONAL CLINICAL MICROBIOLOGY REFERENCE LABORATORY
Lab/Section/Unit Ref No.:	DLS/PU/MIC/2024/A50K/01_HAEMOPHILUS
Person to Contact	Name : Marharaini binti Haji Abu Hanafiah
	E-mail : marharaini.hanafiah@moh.gov.bn
	Tel. No. : 2242424 ext. Fax No. : 2220869
FOR ADMINISTRATION USE ONLY	
PPM/PROC Ref .No.	PPM/PROC/2024/>50K/008(MIC)
Advertisement Ref. No.	Date :

SECTION 3
FORMS TO BE USED

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SCHEDULE 1

TENDER FORM

To:

TENDER REFERENCE NO: KK/87/2024/LAB(TC)

INVITATION TO TENDER

TO SUPPLY AND DELIVER HAEMOPHILUS INFLUENZAE ANTISERA FOR NATIONAL CLINICAL MICROBIOLOGY REFERENCE LABORATORY,
DEPARTMENT OF LABORATORY SERVICES, MINISTRY OF HEALTH FOR A PERIOD OF FIVE (5) YEARS USAGE

TENDER OF (*name of tenderer*) _____

Company/Business Registration No _____

Tender Closing Date _____

DELIVERY PERIOD	
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USER'S REQUIREMENTS				VENDOR'S OFFER					
NO	ITEM DESCRIPTIONS AND SPECIFICATIONS	PACKAGING SIZE	TOTAL ESTIMATE USAGE/YEAR	ITEM DESCRIPTIONS AND SPECIFICATIONS	PART/ CATALOGUE NUMBER AND BRAND	PACKAGING SIZE	TOTAL QUANTITY OFFERED / YEAR	*COST PER UNIT (B\$)	TOTAL COSTS (B\$)
1	Haemophilus Influenzae type A	Vial of 2 ml	5 vials						

USER'S REQUIREMENTS				VENDOR'S OFFER					
NO	ITEM DESCRIPTIONS AND SPECIFICATIONS	PACKAGING SIZE	TOTAL ESTIMATE USAGE/YEAR	ITEM DESCRIPTIONS AND SPECIFICATIONS	PART/ CATALOGUE NUMBER AND BRAND	PACKAGING SIZE	TOTAL QUANTITY OFFERED / YEAR	*COST PER UNIT (B\$)	TOTAL COSTS (B\$)
2	Haemophilus Influenzae type B	Vial of 2 ml	8 vials						
3	Haemophilus Influenzae type C	Vial of 2 ml	5 vials						
4	Haemophilus Influenzae type D	Vial of 2 ml	5 vials						
5	Haemophilus Influenzae type E	Vial of 2 ml	5 vials						
6	Haemophilus Influenzae type F	Vial of 2 ml	5 vials						
TOTAL PRICE (B\$)									

NO.	SPECIFICATIONS AND REQUIREMENTS	VENDOR'S OFFER (PLEASE STATE)
1	Haemophilus influenzae intended for use in slide agglutination test to identify serologically the type antigen of pathogenic strains of H influenzae (types A to F) for epidemiological and diagnostic purposes.	
2	Serological tests are based on the fact that antibodies in serum, produced in response to exposure to bacterial antigens.	
3	Can be tested on pure colonies on chocolate agar.	
4	Results can be read visually in one minute.	
5	Expected results: Visible agglutination in the presence of homologous antigens.	
6	Agglutination should be strong and clearly visible within one minute.	
7	Produced in rabbits and are preserved with 0.5% phenol.	
8	Each bottle, fitted with teat and dropper, contains 2 ml liquid and is supplied ready to use.	
9	All reagent test kits / consumables supplied throughout this tender <u>shall</u> have a minimum expiry date of twelve (12) months on delivery . Should the reagent or consumable be urgently needed, provision of a reagent test kit or consumable with expiry date of less than twelve (12) months should be first agreed by the User of the particular laboratory before delivery is made.	

NO.	SPECIFICATIONS AND REQUIREMENTS	VENDOR'S OFFER (PLEASE STATE)
10	Delivery of consumables should be according user schedule. Supplier should have other alternative in the case where supplier cannot fulfil the delivery on time.	
11	Buffer stock of the consumables should be available at the local representative as contingency.	
12	Should there be any discontinuity of consumables due to non-compliance in the manufacturing of the consumables; the vendor must be able to provide an alternative so that the services are still available for the customers.	
13	Letter of Undertaking (LOU) shall be produced upon each delivery of test kit or consumable with expiry date of less than twelve (12) months and vendor shall declare in the LOU that unused, unopened, expired kits will be replaced accordingly. For items which are known to have short expiry date such as those containing red blood cells, list down all such items and vendor shall declare in this tender submission of such items and shall be exempted from submitting LOU upon delivery.	
14	Staggered delivery upon request.	
15	All participating vendors MUST provide sample to the end-user for evaluation (either given together with offered quotation or during evaluation). Vendor shall submit samples of the offered items directly to the Users no later than 7 days after the Closing Date of this advertisement or as required by the Users.	
16	Product inserts and MSDS shall be provided to the User.	

NO.	SPECIFICATIONS AND REQUIREMENTS	VENDOR'S OFFER (PLEASE STATE)
17	International markings: products must be CE marked or equivalent standards that are acceptable to the users.	
18	<p>User shall have the rights to refuse delivery of items that do not meet the acceptance criteria such as, but not limited to, the following:</p> <ol style="list-style-type: none"> 1. Tampered or damaged box 2. Leakage upon delivery 3. Items stored pre-delivery not in accordance to manufacturer's instructions 4. Expiry date not meeting requirement 	
19	<p>User shall have the rights to return any items, and to be replaced at no extra cost, if found not meeting the acceptance criteria upon opening a pack such as, but not limited to, the following:</p> <ol style="list-style-type: none"> 1. Tampered or damaged packaging 2. Evident of leakage or damaged products 3. Expired products that are evidently less than the requirement mentioned in para 1 calculated from delivery date 4. Leakage upon delivery 	
21	FINANCIAL AGREEMENT	
21.1	Supply of the test kit including reagents, consumables and/or accessories is based on the number of kits required in the Purchase Order according to an agreed schedule period as stated in para 14.	
21.2	Buffer stock of the test kit including reagents, consumables and accessories shall be available at the local representative as contingency.	
21.3	Should there be any discontinuity of reagents / consumables due to non-compliance in the manufacturing of reagents; the vendor must be able to provide an alternative so that the test requests / services are still available for the customers.	

NO.	SPECIFICATIONS AND REQUIREMENTS	VENDOR'S OFFER (PLEASE STATE)
21.4	EXIT CLAUSE: The tender contract shall be automatically terminated even though tender has not yet expired and this shall be in effect due to, but not limited to, the following: <ol style="list-style-type: none"> 1. When the testing is no longer required or relevant i.e. test is obsolete, to the laboratory or the Department. 2. When the item(s) set out in this tender is/are no longer required by the laboratory or the Department. 3. When the approved budget allocation for this tender contract has been used up before the tender contract expires whereby a renewal of tender shall be submitted by the user for an open advertisement subject to approval by the Mini Tender Board (<i>Lembaga Tawaran Kecil</i>). 	
22	DELIVERY PERIOD: Preferably 4 – 8 weeks and no later than 12 weeks after issue of Purchase Order	(Yes / No) (If No, please specify)
23	PRICE VALIDITY: The quotation shall remain valid for 12 MONTHS from the final date for the submission of the quotation and no supplier may withdraw his/her quotation within that period. The Government reserves the right to extend this period if deemed necessary provided that such extension to the quotation validity period shall have written consent of the supplier(s).	

1. We offer and undertake on your acceptance of our Tender to supply and deliver the above mentioned goods in accordance with your Invitation To Tender.
2. Our Tender is fully consistent with and does not contradict or derogate from anything in your Invitation To Tender. We have not qualified or changed any of the provisions of your Invitation To Tender.
3. We shall execute a formal agreement in the appropriate form set out in Section 4 – Contract of the Invitation to Tender together with such further terms and conditions, if any, agreed between the Government and us.
4. OUR OFFER IS VALID FOR **TWELVE (12)** CALENDER MONTHS FROM THE TENDER CLOSING DATE.
5. When requested by you, we shall extend the validity of this offer.
6. We further undertake to give you any further information which you may require.

Dated this _____ day of _____, 20_____

[Signature of authorised officer of Tenderer]

Name:

Designation:

Tenderer's official stamp:

SCHEDULE 2 - INFORMATION SUMMARY

2.1 Tenderers shall provide in this Schedule the following information:

- (a) Management summary
- (b) Company profile (including Contractor and sub-contractor(s), if any)
- (c) Years of experience (as of the Tender Closing Date) of the Contractor and sub-contractor(s) in the:
 - *Supply & Delivery Of Laboratory Equipment, Test Kits and Consumables.*
- (d) Other information which is considered relevant

SCHEDULE 3 – SUB-CONTRACTS

- 3.1 Tenderers shall complete Table 3.1 with information about all the companies involved in the provision of the services and items specified in this tender. This shall include details about the Contractor and each sub-contractor involved, as well as their respective responsibilities.
- 3.2 Tenderers shall also indicate in Table 3.1 any alliance relationship established with each sub-contractor. An alliance is defined as a formal and binding business relationship between the allied parties.

Table 3.1 Responsibility Table

Company Name	Responsibility Description	Alliance Relationship between Contractor and Sub-contractor(s)		
		Alliance Exists? (Y/N)	Date Established	Alliance Description
Contractor				
		Not Applicable	Not Applicable	Not Applicable
Sub-contractor(s)				

SCHEDULE 4 – COMPANY’S BACKGROUND

- 4.1 Each of the companies involved in this tender, including Contractor and sub-contractor(s) (if any), shall provide information on the company's background, scope of operations, financial standing and certified copy of its Certificate of Incorporation or Certificate of Registration (as the case may be).

SCHEDULE 5 – REFERENCES

- 5.1 Tenderers shall submit a list of customers in Table 5.1 to whom the Contractor has provided similar services and items as specified in this tender in the recent 5 years as of the Tender Closing Date.

Table 5.1 References of previous customers

Customer Name and Address	Customer Type (Govt or Quasi Govt)*	Contact Person	Title	Contact Number, Fax Number and E-mail Address

***Note:** Tenderers shall indicate whether the customer is a Government or Quasi Government organisation. A Quasi Government is defined as an organisation which (1) is managed and controlled by the Government; or (2) has at least 50% shares being held by the Government. Please leave the column blank if the customer is neither a Government or Quasi Government organisation.

- 5.2 The Ministry of Health shall treat all the information submitted under this schedule in strict confidence.
- 5.3 The Ministry of Health reserves the right to contact the references for tender assessment purposes.

SCHEDULE 6 - SUBMISSION OF SAMPLE

- 6.1 Tenderers shall submit the Submission of Sample form below in respect of the items specified in this tender.
- 6.2 Samples of the items to be submitted shall be:
 - a) identical in packing and manufacture to the items to be offered by the Tenderer; and
 - b) marked with the corresponding item number of the tender.

SUBMISSION OF SAMPLE FORM

To:

TENDER REFERENCE NO: KK/87/2024/LAB(TC)

INVITATION TO TENDER

TO SUPPLY AND DELIVER HAEMOPHILUS INFLUENZAE ANTISERA FOR NATIONAL CLINICAL MICROBIOLOGY REFERENCE LABORATORY, DEPARTMENT OF LABORATORY SERVICES, MINISTRY OF HEALTH FOR A PERIOD OF FIVE (5) YEARS USAGE

SUBMISSION OF SAMPLE FORM OF (NAME OF TENDERER)

NO.	TEST/REAGENT NAME	SAMPLE SUBMITTED (indicate with ✓)	SAMPLE NOT SUBMITTED (indicate with ✕)	OFFERED/ NOT OFFERED (indicate as appropriate)
1	Haemophilus Influenzae type A			
2	Haemophilus Influenzae type B			
3	Haemophilus Influenzae type C			
4	Haemophilus Influenzae type D			
5	Haemophilus Influenzae type E			
6	Haemophilus Influenzae type F			

We understand as stated in the Instructions to Tenderers that Tenders without samples shall not be considered.

Tenderer's official stamp:

[signature of authorized officer of Tenderer]

Name:

Designation:

Date:

FOR OFFICE USE

Date of receipt : _____

Receiving Officer : _____