

REFERENCE OF TENDER	DESCRIPTION OF TENDER	TIME PERIOD OF TENDER	DEPARTMENT/DIVISION/ UNIT REQUESTING TENDER	FEES	CLOSING DATE NOT LATER THAN 2.00PM	FOCAL PERSON
KK/300/2022/JPK(TC)	CLINICAL/BIOHAZARD WASTE COLLECTION AND DISPOSAL SERVICES FOR BELAIT HEALTH CENTRE, SERIA HEALTH CENTRE AND TUBERCULOSIS COORDINATION UNIT, BELIAT DISTRICT TO INCINERATE SITE FOR A PERIOD OF THREE (3) YEARS	3 YEARS	DEPARTMENT OF HEALTH SERVICES	\$10.00	06 <sup>TH</sup> DECEMBER 2022	Department of Health Services Ministry of Health Negara Brunei Darussalam Contact No.: 2242424 Ext. 7648

## SPECIFICATIONS

### CLINICAL/BIOHAZARD WASTE COLLECTION AND DISPOSAL SERVICES FOR BELAIT HEALTH CENTRE, SERIA HEALTH CENTRE AND TUBERCULOSIS COORDINATION UNIT, BELAIT DISTRICT TO INCINERATED SITE FOR A PERIOD OF THREE (3) YEARS

#### 1. Scope of Works:

##### 1.1. Collection Points

- (i) Carry out **TWO (2) TIMES A WEEK** collection and disposal of clinical / biohazard wastes from the following premises: -
  - Belait Health Centre
  - Seria Health Centre
  - Tuberculosis Coordination Unit

(Hereinafter collectively referred to as “the Collection Points” and individually as “the Collection Point”)

- (ii) All the clinical/biohazard wastes collection from the health clinic should be **deliver to the incinerator Plant Room any designated incinerator plant rooms within the state of Negara Brunei Darussalam.**
- (iii) To supply all labour, personal protection equipment and transport deemed necessary, even if not specifically mentioned for collection and delivery of clinical/biohazard wastes for a period of three (3) years.

##### 1.2. General Requirement

To comply with the transportation regulations i.e to prevent accidental exposure of personnel who may handle the clinical/biohazard waste during its transportation. Therefore, there are certain general criteria which apply to all possible transport scenarios. Prior to collection and transporting wastes the following controls must be place:

- (i) Emergency procedures (e.g contact names and information, spill clean-up, disinfection protocols, etc) must be known to the person carrying for the clinical wastes.
- (ii) Submit **the list of vehicles proposed** for use in the performance of this Agreement **within (10) days of signing the Agreement** to the Supply Officer stating: -

- i. type of vehicles
- ii. the registration numbers
- iii. load carrying capacities by weight and volume

Any subsequent changes to the list **shall be notified to the** Supply Officer in advance.

Substitute vehicles to be used in case of breakdown shall also be made known to the Ministry of Health in advance.

- (iii) All clinical waste must be kept in plastic bags/ containers (specific labelled biohazards) before and during transportation.
- (iv) The plastic bags/ containers must be arranged in biohazard bin during transportation.
- (v) Proper protective clothing and PPE must be worn during the handling of the clinical wastes.
- (vi) Avoid spillage of any liquid forms, needles, and etc. during handling and transportation.
- (vii) Hands should be washed after handling clinical wastes.

### 1.3. Equipment

Supply and maintain waste receptacles at **each** of the Collection Points as follows:

- **One (1) unit Yellow Biohazard Bins with wheels roll-top lid – 240 liter**

Capacity	: 240 liter
Specification	<p><b>Lid</b> : Two handles for easy opening : Pedal for easy opening of the bin</p> <p><b>Bins</b> : Heavy duty, puncture proof, leak proof and top lid</p> <p><b>Wheels</b> : Heavy duty, independent, auto-dirigible with metal rim and solid rubber casing for silent rolling of the bin : Bear simple foot brake on the two front wheels for easy immobilization of the bin : Rotation locking system of the two rear wheels (route guides) for direction control and for easy handling of the bin during the transfer</p>

#### **1.4. Weighing of Waste Load**

- (i) All clinical waste shall be weighed by the contractor during collection and the weight (in kilogram) shall be recorded in the 'Work Order' form
- (ii) The Work Order form shall be certified by the In-Charges of the respective Health Clinic and shall be submitted to the Management every month.

#### **1.5. Transport Between Origin and Destination**

Due to the fact that the transportation of clinical/biohazard wastes between locations take place through the public domain, the following conditions apply:

- (i) The clinical waste shall be placed inside a primary container with a tight – fitting leak-resistant lid top cover.
- (ii) The surfaces of the primary container must be easily cleaned.
- (iii) The containers should be carefully inspected for sign of leakage or other contamination and if necessary, decontaminated before opening.
- (iv) Upon delivery, the receiving personnel (Estate Maintenance Section) should be informed and the clinical/biohazard waste properly stored before incinerated.

#### **2. Failure to Collect**

The Management of Department of Health Services reserves the right to impose a penalty/ penalties of **\$50 per day per Collection Point** in the event the Contractor fails or is unable to carry out the services within the time specified.

#### **3. Claims**

The Contractor shall prepare and submit invoices **on a monthly basis** not later than the first week of the following month and address to: -

**Finance Section, Department of Health Services, Ministry of Health  
(Attention: Chief Executive Officer of Health Services)  
Bandar Seri Begawan**

# SCHEDULE 1

## TENDER FORM

TENDER REFERENCE NO: KK/300/2022/JPK(TC)

### INVITATION TO TENDER

**CLINICAL/BIOHAZARD WASTE COLLECTION AND DISPOSAL SERVICES FOR BELAIT HEALTH CENTRE, SERIA HEALTH CENTRE AND TUBERCULOSIS COORDINATION UNIT, BELIAT DISTRICT TO INCINERATE SITE FOR A PERIOD OF THREE (3) YEARS**

TENDER OF (name of tenderer)

Company/Business Registration No. \_\_\_\_\_

Tender Closing Date: \_\_\_\_\_

ITEM NO.	DESCRIPTION	QTY	UNIT	RATE (PER COLLECTION)	AMOUNT (B\$)
(i)	BELAIT HEALTH CENTRE	2	collection time per week		
(ii)	SERIA HEALTH CENTRE	2	collection time per week		
(iii)	TUBERCULOSIS COORDINATION UNIT	2	collection time per week		
	Total Contract Amount Per Week				
	Total Contract Amount Per Month (x4)				
	Total Annual Contract Amount (x12)				
	<b>Total Overall Contract Amount for 3 years (x 3) (Carried to Tender Form)</b>				

**Note: The Contractor shall ensure that any matters concerned the above services are to be communicated directly to the relevant Management (Management of Pengiran Isteri Hajjah Mariam Hospital, Temburong) including pricing, claims/payment and collection schedule.**

1. We offer and undertake on your acceptance of our Tender to provide the above mentioned services 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 \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
**Signature of authorised officer of Tenderer**

Name:

Designation:

Tenderer's official stamp:

## SCHEDULE 2 - INFORMATION SUMMARY

1.1 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:
  - ***Provision of Clinical/Biohazard Waste Collection, Disposal and Incinerate Service.***
- (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
<b>Contractor</b>				
		Not Applicable	Not Applicable	Not Applicable
<b>Sub-contractor(s)</b>				



#### **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 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.