

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/320/2022/LAB(TC)	TO SUPPLY AND DELIVER NUCLEIC ACID EXTRACTION KITS AND MULTIPLEX PCR KITS FOR SARS-CoV-2 TEST WITH EQUIPMENT RENTAL FOR NATIONAL VIROLOGY REFERENCE LABORATORY, DEPARTMENT OF LABORATORY SERVICES, MINISTRY OF HEALTH FOR A PERIOD OF THREE (3) YEARS USAGE	3 YEARS	DEPARTMENT OF LABORATORY SERVICES	\$1,000.00	20 <sup>th</sup> DECEMBER 2022	Dr Zainun binti Zaini Virology Laboratory Department of Laboratory Services Ministry of Health Negara Brunei Darussalam Contact No.: 2221837 e-mail: zainun.zaini@moh.gov.bn

## SECTION 2

### SPECIFICATIONS AND REQUIREMENTS

TENDER REFERENCE NO: KK/320/2022/LAB(TC)

#### INVITATION TO TENDER

TO SUPPLY AND DELIVER NUCLEIC ACID EXTRACTION KITS AND MULTIPLEX PCR KITS FOR SARS-CoV-2 TEST WITH EQUIPMENT RENTAL FOR NATIONAL VIROLOGY REFERENCE LABORATORY, DEPARTMENT OF LABORATORY SERVICES, MINISTRY OF HEALTH FOR A PERIOD OF THREE (3) YEARS USAGE

DELIVERY PERIOD AFTER PO ISSUED	4 – 8 WEEKS UPON RECEIVE OF PURCHASE ORDER (P.O)
---------------------------------	--

#### 1. SUPPLY OF REAGENTS

- 1.1 To supply reagents and associated consumables (calibrators, controls, accessories and consumables) for the tests listed below.

#### APPENDIX A: SUMMARY OF UNIT PRICE OF REAGENT KIT (To be completed by Vendor for submission)

NO.	ITEM DESCRIPTIONS AND SPECIFICATIONS	PACKAGING SIZE	TOTAL ESTIMATE USAGE / YEAR
1(A)	Nucleic acid extraction kits	ANY	72,000 TESTS/YEAR
1(B)	Multiplex PCR kits for SARS-CoV 2 test	ANY	
	Inclusive of:		
2A	1000µl tips	3,840 PIECES/PACK	120 PACKS
2B	300µl tips	5,760 PIECES/PACK	14 PACKS
2C	96 deep well micro plate	100 PIECES/PACK	10 PACKS
2D	Waste bag	100 PIECES/PACK	30 PACKS
2E	RNase Away Decontamination reagent	250ML/BOTTLE	30 BOTTLES
2F	96 deep well micro plate adhesive cover	100 COVERS/BOX	24 BOXES
2G	96-Well Reaction Plate with Barcode	20 PLATES/BOX	95 BOXES

**\*Cost per test should include the kit, control, calibrator and accessories/consumables required to run the test.**

<b>NO.</b>	<b>SPECIFICATIONS AND REQUIREMENTS</b>
<b>1.0</b>	<b>PROVISION OF EQUIPMENT</b>
1.1	Supply, delivery, install and commission two (2) new rental units of Fully Automated Liquid Handling Workstation for Automated Nucleic Acid Extraction and PCR Setup and two (2) rental new units of Real Time PCR Systems
1.2	Fully automated sample process from sample tubes to PCR setup to auto interpretation of results
1.3	Cost per test must be inclusive of nucleic acid extraction kits, ready-to-use reagent cartridge, PCR kits, consumables and accessories for Automated Liquid Handling Workstation and Real Time PCR System and all existing units
1.4	Vendor shall be responsible for the protocol set up of the Automated Liquid Handling Workstation and Real Time PCR system and all existing units
1.5	Vendor must be able to assist in the troubleshooting and provide technical/application support of the Automated Liquid Handling Workstation and Real Time PCR system and all existing units
1.6	Vendor is responsible for the linkage and ensuring that the auto interpreted results and comments from the PCR system are transmitted to BruHims
1.7	Rental analysers i.e Automated Nucleic Acid Extraction and Real Time PCR Systems shall be provided with an un-interrupted power supply (UPS). Please state how long the UPS will support the analyser/system while operating at full capacity
1.8	Supply, deliver, install and commission of water purification system for the above analysers if required. The supplier should be responsible to provide FREE OF CHARGE all the consumables and accessories during the rental period, and do the maintenance works as required
1.9	Prior to the laboratory acceptance of the analysers, the vendors shall bear all costs necessary and to assist user in full method performance verification as required by ISO 15189 and to provide a comprehensive report of the performance verification
<b>2.0</b>	<b>LIQUID HANDLING WORKSTATION SPECIFICATION</b>
2.1	Throughput up to 165 samples per run
2.2	Instrument must be compatible to the Real-Time PCR kits offered
2.3	Lock and Key Style Tip Attachment Eliminates the risk of cross contamination by soft, aerosol free tip drop-off
2.4	Automatically check liquid levels
2.5	Controls aspirate speed according to the characteristics of liquid
2.6	Detects clots or empty well in real time and delivers a confirmation of successful aspiration
2.7	Simultaneous nucleic extraction of multiple specimen types
2.8	Traceability from sample to result using barcode system
2.9	Convenient to trace remaining reagent volume by barcode system
2.10	Selectable functions: entire process from Nucleic Acid Extraction to PCR setup, extraction only, and PCR setup only
2.11	Built in UV lamp for decontamination of residual DNA/RNA

<b>3.0</b>	<b>REAL-TIME PCR SYSTEM SPECIFICATIONS</b>
3.1	Calibrated Dye: SYBR® GREEN I, ROX™, NED™, TAMRA™, JOE™, TEXAS RED®, CY5™, FAM™, CY3™
3.2	Format: 96-well plate
3.3	High Throughput Compatibility: Multiplexing and compatible to the Real-Time PCR kits offered
3.4	Automated data interpretation using software for multiplex test data analysis
<b>4.0</b>	<b>TEST KITS</b>
4.1	Multiplex Real-Time PCR assay to detect 4 targets gene for SARS-COV-2 to complement genetic variation
4.2	Target genes E, RdRP, S and N genes causing COVID-19 including internal control (IC) in a single tube
4.3	Compatible with broad specimen type: Nasopharyngeal/throat swab Nasopharyngeal aspirate Bronchoalveolar lavage (BAL) Sputum
4.4	Limit of Detection: 50 copies/rxn
4.5	Entire process verification from extraction to PCR using a whole process control
4.6	No cross-reactivity confirmed with 54 respiratory pathogens including SARS, MERS and SARS-related viruses
4.7	Ready-to-use reagent cartridge system to eliminate hands-on time for reagent preparation
4.8	Verify reagent volume by barcode system
4.9	All reagent test kits supplied throughout this tender <u>shall</u> have a minimum expiry date of six <b>(6) months on delivery</b> . Should the reagent be urgently needed, provision of a reagent test kit or consumable with expiry date of less than six (6) months should be first agreed by the User of the particular laboratory before delivery is made
<b>5.0</b>	<b>SERVICE AND AFTER SALES SUPPORT</b>
5.1	Please provide details of the arrangement for 24-hour service support. This should include the number of engineers and application specialist, their qualification/training with the system, response time during office hours, after office hours, weekdays and weekends
5.2	The supplier SHALL be responsible for the preventive maintenance (weekly, monthly, and quarterly as needed), any required calibration and breakdown maintenance of the analysers. Any breakdown should be quickly attended to within 2 hours. Spare parts SHALL be supplied by the supplier should any replacement is required during preventive and breakdown maintenance
5.3	Should provide delivery of reagents directly to the user
5.4	Should aid the user with verification of methods performance for all of the tests at least with regards to precision, accuracy and linearity

5.5	In the event of test results cannot be produced due to equipment failure or unavailable reagent supplies within the specified turnaround time, the vendor shall arrange and bear all costs for analysis of tests to an accredited laboratory (ISO 15189)
<b>6.0</b>	<b>ENVIRONMENTAL AND INFRASTRUCTURE REQUIREMENTS</b>
6.1	Should preferably occupy space not more than the present system in place at the Virology Laboratory. If any renovation is required, costs will be borne by Vendor. Vendor shall submit a sketch of the layout of the placement of the analyser and sample preparation platform (if applicable)
6.2	Power and water requirements: No or low water consumption. If water is required, state how much and what purity, with provision of water purification system included. Please provide specification for power requirement. All costs for installing electrical and water requirements shall be borne by the Vendor. All the electrical wires shall be covered with PVC trunk properly for safety precautions.
6.3	Temperature and humidity requirement: preferably 22 – 28 °C and up to 80% relative humidity
6.4	Heat and noise generation: preferably less than 7,000 BTU per unit and 85 dBA at the front of the unit while at full operation
6.5	Assist user in the disposal of reagents and consumables when they are required to be disposed of
<b>7.0</b>	<b>LITERATURE</b>
7.1	To supply one (1) CD and one (1) set of hard copy of the Operating Manual and Service Manual including circuit diagrams of the equipment during commissioning to each location
7.2	To supply the laboratory with one (1) set of Material Safety Data Sheet (MSDS)
7.3	To supply hardcopy of maintenance log with list of details of daily, weekly or scheduled maintenance
<b>8.0</b>	<b>TRAINING</b>
	Training shall be provided, at no additional cost, as follows:
<b>8.1</b>	On-site training for ALL staff members expected to handle the machine. Please ensure that adequate time is allocated such that training will take place in small groups to minimize staff shortage in the laboratory.
<b>8.2</b>	Certificate of competence is to be issued to all trainees after completion of training.
<b>8.3</b>	The successful tenderer need to ensure the key users are updated on the current or relevant information related to the system used. They should provide TWO off-site trainings for two (2) key users. All expenses for attending the training shall be borne by the vendor; full registration, air ticket, daily allowance, accommodation, transport to and from the airport and place of training.
<b>8.4</b>	Successful tenderer shall invite speakers from overseas to give talks or presentations to our local users as part of user training
<b>9</b>	<b>FINANCIAL AGREEMENT</b>
9.1	A rental agreement is required over a period of three (3) years for the provision of the reagent kits as per estimated total costs for this contract. However contract agreement shall be terminated when total expenditures of supplies exceed the estimated total costs regardless of three (3) years contract.
9.2	Supply of the test kit including reagents, consumables and accessories is based on the number of kits required in the Purchase Order according to an agreed schedule period.

9.3	Buffer stock of the test kit including reagents, consumables and accessories should be available at the local representative as contingency.
9.4	The equipment supplied should include reagents, consumables, calibrators, maintenance record sheet, maintenance cleaning kit and quality control for initially setting up of the instruments.
9.5	Should there be any discontinuity of reagents due to non-compliance in the manufacturing of reagents; the vendor must be able to provide an alternative so that the test requests are still available for the customers.
9.6	All costs incurred for the supply and delivery of test kit including reagents, consumables and accessories, equipment and other accessories required by the tender will be borne by the successful vendor.
9.7	The successful vendor will provide the MCPS free of charge and covered with full comprehensive equipment maintenance service.
9.8	<p><b>EXIT CLAUSE:</b> 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:</p> <ol style="list-style-type: none"> <li>1. When the testing is no longer required or relevant i.e. test is obsolete, to the laboratory or department.</li> <li>2. 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 Mini Tender Board (LTK).</li> </ol>
10	<p><b>DELIVERY PERIOD:</b> <b>4-8 weeks upon issue of Purchase Order</b></p>
11	<p><b>PRICE VALIDITY:</b> 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).</p>

NO.	GENERAL SPECIFICATIONS
A	Model & Brand
B	Country of Origin
C	Total Price Per Test (CIF): B\$
D	Price Ranking:
E	Where marketed
F	Year of Manufacture
G	Warranty:
H	Delivery Time:
I	Power Requirements:
J	Battery Back-up:
K	International Safety Standard:
L	Technical Support:
M	Equipment Whole Life Support
N	Dimensions (WxHxD) cm:
O	Weight (kg):
P	User Manuals
Q	Service Manuals
R	Spare-parts & Consumables Listing
S	Technical Training On-Site:
T	Site Requirements:

\*To all participating companies, please fill in the table above along with your other documents during submission of tender.

<b>DELIVERY PERIOD AFTER PO ISSUED</b>	<b>4 – 8 WEEKS UPON RECEIVE OF PURCHASE ORDER (P.O)</b>	
Lab/Section/Unit	Virology Laboratory	
Lab/Section/Unit Ref No.:	DLS/PU/VIR/2022/A50K/09	
Person to Contact	Name : Dr Zainun binti Zaini	
	E-mail : zainun.zaini@moh.gov.bn	
	Tel. No. : 2221837	Fax No.:
<b>FOR ADMINISTRATION USE ONLY</b>		
PPM/PROC Ref. No.	PPM/PROC/2022/>50K/067(VIR)	
Advertisement Ref. No.		Date :

**SECTION 3**  
**FORMS TO BE USED**

**CONTENTS**

**SCHEDULE 1 - TENDER FORM**

**SCHEDULE 2 - INFORMATION SUMMARY**

**SCHEDULE 3 - SUB-CONTRACTS**

**SCHEDULE 4 - COMPANY BACKGROUND**

**SCHEDULE 5 - REFERENCES**

**SCHEDULE 6 - SUBMISSION OF SAMPLE**

**SCHEDULE 7 - LETTER OF DECLARATION**



# SCHEDULE 1

## TENDER FORM

To:

TENDER REFERENCE NO: KK/320/2022/LAB(TC)

### INVITATION TO TENDER

**TO SUPPLY AND DELIVER NUCLEIC ACID EXTRACTION KITS AND MULTIPLEX PCR KITS FOR SARS-CoV-2 TEST WITH EQUIPMENT RENTAL FOR NATIONAL VIROLOGY REFERENCE LABORATORY, DEPARTMENT OF LABORATORY SERVICES, MINISTRY OF HEALTH FOR A PERIOD OF THREE (3) YEARS USAGE**

TENDER OF (*name of tenderer*) \_\_\_\_\_

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

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

<b>DELIVERY PERIOD</b>	
------------------------	--

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(A)	Nucleic acid extraction kits	ANY	72,000 TESTS/YEAR						
1(B)	Multiplex PCR kits for SARS-CoV 2 test	ANY							

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\$)
	Inclusive of:								
2A	1000µl tips	3,840 PIECES/PACK	120 PACKS						
2B	300µl tips	5,760 PIECES/PACK	14 PACKS						
2C	96 deep well micro plate	100 PIECES/PACK	10 PACKS						
2D	Waste bag	100 PIECES/PACK	30 PACKS						
2E	RNase Away Decontamination reagent	250ML/BOTTLE	30 BOTTLES						
2F	96 deep well micro plate adhesive cover	100 COVERS/BOX	24 BOXES						
2G	96-Well Reaction Plate with Barcode	20 PLATES/BOX	95 BOXES						

**\*Cost per test should include the kit, control, calibrator and accessories/consumables required to run the test.**

NO.	SPECIFICATIONS AND REQUIREMENTS	VENDOR'S OFFER (PLEASE STATE)
<b>1.0</b>	<b>PROVISION OF EQUIPMENT</b>	
1.1	Supply, delivery, install and commission two (2) new rental units of Fully Automated Liquid Handling Workstation for Automated Nucleic Acid Extraction and PCR Setup and two (2) rental new units of Real Time PCR Systems	
1.2	Fully automated sample process from sample tubes to PCR setup to auto interpretation of results	
1.3	Cost per test must be inclusive of nucleic acid extraction kits, ready-to-use reagent cartridge, PCR kits, consumables and accessories for Automated Liquid Handling Workstation and Real Time PCR System and all existing units	
1.4	Vendor shall be responsible for the protocol set up of the Automated Liquid Handling Workstation and Real Time PCR system and all existing units	
1.5	Vendor must be able to assist in the troubleshooting and provide technical/application support of the Automated Liquid Handling Workstation and Real Time PCR system and all existing units	
1.6	Vendor is responsible for the linkage and ensuring that the auto interpreted results and comments from the PCR system are transmitted to BruHims	
1.7	Rental analysers i.e Automated Nucleic Acid Extraction and Real Time PCR Systems shall be provided with an un-interrupted power supply (UPS). Please state how long the UPS will support the analyser/system while operating at full capacity	
1.8	Supply, deliver, install and commission of water purification system for the above analysers if required. The supplier should be responsible to provide FREE OF CHARGE all the consumables and accessories during the rental period, and do the maintenance works as required	
1.9	Prior to the laboratory acceptance of the analysers, the vendors shall bear all costs necessary and to assist user in full method performance verification as required by ISO 15189 and to provide a comprehensive report of the performance verification	
<b>2.0</b>	<b>LIQUID HANDLING WORKSTATION SPECIFICATION</b>	

NO.	SPECIFICATIONS AND REQUIREMENTS	VENDOR'S OFFER (PLEASE STATE)
2.1	Throughput up to 165 samples per run	
2.2	Instrument must be compatible to the Real-Time PCR kits offered	
2.3	Lock and Key Style Tip Attachment Eliminates the risk of cross contamination by soft, aerosol free tip drop-off	
2.4	Automatically check liquid levels	
2.5	Controls aspirate speed according to the characteristics of liquid	
2.6	Detects clots or empty well in real time and delivers a confirmation of successful aspiration	
2.7	Simultaneous nucleic extraction of multiple specimen types	
2.8	Traceability from sample to result using barcode system	
2.9	Convenient to trace remaining reagent volume by barcode system	
2.10	Selectable functions: entire process from Nucleic Acid Extraction to PCR setup, extraction only, and PCR setup only	
2.11	Built in UV lamp for decontamination of residual DNA/RNA	
<b>3.0</b>	<b>REAL-TIME PCR SYSTEM SPECIFICATIONS</b>	

NO.	SPECIFICATIONS AND REQUIREMENTS	VENDOR'S OFFER (PLEASE STATE)
3.1	Calibrated Dye: SYBR® GREEN I, ROX™, NED™, TAMRA™, JOE™, TEXAS RED®, CY5™, FAM™, CY3™	
3.2	Format: 96-well plate	
3.3	High Throughput Compatibility: Multiplexing and compatible to the Real-Time PCR kits offered	
3.4	Automated data interpretation using software for multiplex test data analysis	
<b>4.0</b>	<b>TEST KITS</b>	
4.1	Multiplex Real-Time PCR assay to detect 4 targets gene for SARS-COV-2 to complement genetic variation	
4.2	Target genes E, RdRP, S and N genes causing COVID-19 including internal control (IC) in a single tube	
4.3	Compatible with broad specimen type: Nasopharyngeal/throat swab Nasopharyngeal aspirate Bronchoalveolar lavage (BAL) Sputum	
4.4	Limit of Detection: 50 copies/rxn	
4.5	Entire process verification from extraction to PCR using a whole process control	
4.6	No cross-reactivity confirmed with 54 respiratory pathogens including SARS, MERS and SARS-related viruses	

NO.	SPECIFICATIONS AND REQUIREMENTS	VENDOR'S OFFER (PLEASE STATE)
4.7	Ready-to-use reagent cartridge system to eliminate hands-on time for reagent preparation	
4.8	Verify reagent volume by barcode system	
4.9	All reagent test kits supplied throughout this tender <u>shall</u> have a minimum expiry date of six <b>(6) months on delivery</b> . Should the reagent be urgently needed, provision of a reagent test kit or consumable with expiry date of less than six (6) months should be first agreed by the User of the particular laboratory before delivery is made	
<b>5.0</b>	<b>SERVICE AND AFTER SALES SUPPORT</b>	
5.1	Please provide details of the arrangement for 24-hour service support. This should include the number of engineers and application specialist, their qualification/training with the system, response time during office hours, after office hours, weekdays and weekends	
5.2	The supplier SHALL be responsible for the preventive maintenance (weekly, monthly, and quarterly as needed), any required calibration and breakdown maintenance of the analysers. Any breakdown should be quickly attended to within 2 hours. Spare parts SHALL be supplied by the supplier should any replacement is required during preventive and breakdown maintenance	
5.3	Should provide delivery of reagents directly to the user	
5.4	Should aid the user with verification of methods performance for all of the tests at least with regards to precision, accuracy and linearity	
5.5	In the event of test results cannot be produced due to equipment failure or unavailable reagent supplies within the specified turnaround time, the vendor shall arrange and bear all costs for analysis of tests to an accredited laboratory (ISO 15189)	
<b>6.0</b>	<b>ENVIRONMENTAL AND INFRASTRUCTURE REQUIREMENTS</b>	

NO.	SPECIFICATIONS AND REQUIREMENTS	VENDOR'S OFFER (PLEASE STATE)
6.1	Should preferably occupy space not more than the present system in place at the Virology Laboratory. If any renovation is required, costs will be borne by Vendor. Vendor shall submit a sketch of the layout of the placement of the analyser and sample preparation platform (if applicable)	
6.2	Power and water requirements: No or low water consumption. If water is required, state how much and what purity, with provision of water purification system included. Please provide specification for power requirement. All costs for installing electrical and water requirements shall be borne by the Vendor. All the electrical wires shall be covered with PVC trunk properly for safety precautions.	
6.3	Temperature and humidity requirement: preferably 22 – 28 °C and up to 80% relative humidity	
6.4	Heat and noise generation: preferably less than 7,000 BTU per unit and 85 dBA at the front of the unit while at full operation	
6.5	Assist user in the disposal of reagents and consumables when they are required to be disposed of	
<b>7.0</b>	<b>LITERATURE</b>	
7.1	To supply one (1) CD and one (1) set of hard copy of the Operating Manual and Service Manual including circuit diagrams of the equipment during commissioning to each location	
7.2	To supply the laboratory with one (1) set of Material Safety Data Sheet (MSDS)	
7.3	To supply hardcopy of maintenance log with list of details of daily, weekly or scheduled maintenance	
<b>8.0</b>	<b>TRAINING</b>	
	Training shall be provided, at no additional cost, as follows:	

NO.	SPECIFICATIONS AND REQUIREMENTS	VENDOR'S OFFER (PLEASE STATE)
8.1	On-site training for ALL staff members expected to handle the machine. Please ensure that adequate time is allocated such that training will take place in small groups to minimize staff shortage in the laboratory.	
8.2	Certificate of competence is to be issued to all trainees after completion of training.	
8.3	The successful tenderer need to ensure the key users are updated on the current or relevant information related to the system used. They should provide TWO off-site trainings for two (2) key users. All expenses for attending the training shall be borne by the vendor; full registration, air ticket, daily allowance, accommodation, transport to and from the airport and place of training.	
8.4	Successful tenderer shall invite speakers from overseas to give talks or presentations to our local users as part of user training	
<b>9</b>	<b>FINANCIAL AGREEMENT</b>	
9.1	A rental agreement is required over a period of three (3) years for the provision of the reagent kits as per estimated total costs for this contract. However contract agreement shall be terminated when total expenditures of supplies exceed the estimated total costs regardless of three (3) years contract.	
9.2	Supply of the test kit including reagents, consumables and accessories is based on the number of kits required in the Purchase Order according to an agreed schedule period.	
9.3	Buffer stock of the test kit including reagents, consumables and accessories should be available at the local representative as contingency.	
9.4	The equipment supplied should include reagents, consumables, calibrators, maintenance record sheet, maintenance cleaning kit and quality control for initially setting up of the instruments.	
9.5	Should there be any discontinuity of reagents due to non-compliance in the manufacturing of reagents; the vendor must be able to provide an alternative so that the test requests are still available for the customers.	



NO.	SPECIFICATIONS AND REQUIREMENTS	VENDOR'S OFFER (PLEASE STATE)
9.6	All costs incurred for the supply and delivery of test kit including reagents, consumables and accessories, equipment and other accessories required by the tender will be borne by the successful vendor.	
9.7	The successful vendor will provide the MCPS free of charge and covered with full comprehensive equipment maintenance service.	
9.8	<p><b>EXIT CLAUSE:</b> 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:</p> <ol style="list-style-type: none"> <li>1. When the testing is no longer required or relevant i.e. test is obsolete, to the laboratory or department.</li> <li>2. 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 Mini Tender Board (LTK).</li> </ol>	
10	<p><b>DELIVERY PERIOD:</b> <b>4-8 WEEKS UPON ISSUE OF PUCHASE ORDER</b></p>	<p><b>(Yes / No)</b> <b>(If No, please specify)</b></p>
11	<p><b>PRICE VALIDITY:</b> 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).</p>	

NO.	GENERAL SPECIFICATIONS	VENDOR'S OFFER
A	Model & Brand	
B	Country of Origin	
C	Total Price Per Test (CIF): B\$	
D	Price Ranking:	
E	Where marketed	
F	Year of Manufacture	
G	Warranty:	
H	Delivery Time:	
I	Power Requirements:	
J	Battery Back-up:	
K	International Safety Standard:	
L	Technical Support:	
M	Equipment Whole Life Support	
N	Dimensions (WxHxD) cm:	
O	Weight (kg):	
P	User Manuals	
Q	Service Manuals	
R	Spare-parts & Consumables Listing	
S	Technical Training On-Site:	
T	Site Requirements:	

\*To all participating companies, please fill in the table above along with your other documents during submission of tender.

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
<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 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/320/2022/LAB(TC)

### INVITATION TO TENDER

TO SUPPLY AND DELIVER NUCLEIC ACID EXTRACTION KITS AND MULTIPLEX PCR KITS FOR SARS-CoV-2 TEST WITH EQUIPMENT RENTAL FOR NATIONAL VIROLOGY REFERENCE LABORATORY, DEPARTMENT OF LABORATORY SERVICES, MINISTRY OF HEALTH FOR A PERIOD OF THREE (3) 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(A)	Nucleic acid extraction kits			
1(B)	Multiplex PCR kits for SARS-CoV 2 test			
	Inclusive of:			
2A	1000µl tips			
2B	300µl tips			
2C	96 deep well micro plate			
2D	Waste bag			
2E	RNase Away Decontamination reagent			
2F	96 deep well micro plate adhesive cover			
2G	96-Well Reaction Plate with Barcode			

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 : \_\_\_\_\_