

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/04/2023/UPP(TC)	THE PROVISION OF FOOD AND DRINK VENDING MACHINE SERVICE AT THE WOMEN & CHILDREN CENTRE, THE SPECIALIST BUILDING, THE KIARONG CHILD DEVELOPMENT CENTRE, THE KIARONG MENTAL HEALTH DAY CARE CENTRE AND THE KIARONG CIRCUMCISION UNIT, RAJA ISTERI PENGIRAN ANAK SALEHA (RIPAS) HOSPITAL FOR A PERIOD OF THREE (3) YEARS	3 YEARS	RIPAS HOSPITAL	\$10.00	14 <sup>TH</sup> FEBRUARY 2023	<p>Abdul Aziz bin Hj Dhamsuddin  Head of Operational Section  4<sup>th</sup> Floor Women and Children Centre  Raja Isteri Pengiran Anak Saleha  (RIPAS) Hospital  Negara Brunei Darussalam  Contact No.: 2242424 EXT. 7420  e-mail:  <a href="mailto:aziz.hjshamsuddin@moh.gov.bn">aziz.hjshamsuddin@moh.gov.bn</a></p>

# **SECTION 2**

## **SPECIFICATION**

**TENDER REFERENCE NO: KK/04/2023/UPP(TC)**

**INVITATION TO TENDER FOR THE PROVISION OF FOOD AND DRINK VENDING MACHINE SERVICE AT THE WOMEN & CHILDREN CENTRE, THE SPECIALIST BUILDING, THE KIARONG CHILD DEVELOPMENT CENTRE, THE KIARONG MENTAL HEALTH DAY CARE CENTRE AND THE KIARONG CIRCUMCISION UNIT, RAJA ISTERI PENGIRAN ANAK SALEHA (RIPAS) HOSPITAL FOR A PERIOD OF THREE (3) YEARS**

### **1. INTRODUCTION**

Tenders are invited from interested parties to provide food and drink vending machines service at **The Women & Children Centre, The Specialist Building, The Kiarong Child Development Centre, The Kiarong Mental Health Day Care Centre and The Kiarong Circumcision Unit, Raja Isteri Pengiran Anak Saleha (RIPAS) Hospital.**

### **2. CONTRACT PERIOD**

The contract will be for a period of **three (3) years.**

### 3. SCOPE OF WORK

The Tenderer shall:

3.1 Supply, install and commission of twenty-one (21) units of high quality, new and/or reconditioned machines that are able to provide a reliable vending service.

- **The Women & Children Centre – 10 units**
- **The Specialist Building – 5 units**
- **The Kiarong Child Development Centre – 2 units**
- **The Kiarong Mental Health Day Care Centre – 2 units**
- **The Kiarong Circumcision Unit – 2 units**

3.2 Stock the vending machines with a wide range of (i) snack food (ii) confectionery (iii) cold drinks and (iv) hot drinks, including a range of ‘healthier’ options (e.g: Sandwiches, Buns, Cereal Bars, Biscuits, Packets of Dried Fruit, Low Fat Crisps, Puddings, Bottled Water, Energy Drink, and Low – Calorie Drinks).

3.3 Manage the vending machines service continuously which includes but not limited to:-

3.3.1 Ensuring the food and drink in the vending machines are of the best quality and no product shall be for sale beyond its expiry date.

3.3.2 Ensuring the food and drink in the vending machines are continuously replenished.

3.3.3 Responsible for keeping these units clean and ready for use at all time.

3.4 Any civil work in relation to the installation of equipment including building modification will be responsible of the Tenderer. However, any proposal to building modifications must be submitted to the Chief Executive Officer (CEO) of Raja Isteri Pengiran Anak Saleha (RIPAS) Hospital for permission before its implementation.

3.5 The Tenant shall at its own costs and expenses reinstate the space allocated to its original state and condition (fair wear and tear excepted) on the expiry or sooner determination of term hereby granted.

3.6 The Tenderer shall finance towards the cost of supplying, installing, commissioning and maintenance of the vending machines and any related equipment / furniture including directional signage (if any).

3.7 The Tenderer shall comply with rules and regulations set by the Ministry of Health.

3.8 Food and drink charges must be priced and displayed properly in accordance with acceptable standard.

3.9 The Tenderer shall liaise with Dietitian and/or Nutritionist from Raja Isteri Pengiran Anak Saleha (RIPAS) Hospital from time to time for approval of products prior to stocking in Vending Machines.

#### **4. SUBMISSION OF PROPOSAL**

4.1 Tenderers are required to submit **a business proposal (colored 2D)** of the proposed location of the vending machines at Raja Isteri Pengiran Anak Saleha (RIPAS) Hospital complete with the proposed enhancement of the appearance of the area allocated where the vending machines service to be offered.

4.2 The business proposal must include list of food and drinks to be stocked in the vending machines.

4.3.1 Tenderers are also required to submit **price quote (MINIMUM BND300) per unit per month for The Women & Children Centre, Raja Isteri Pengiran Anak Saleha Hospital.**

4.3.2 Tenderers are also required to submit **price quote (MINIMUM BND250) per unit per month for The Specialist Building, The Kiarong Child Development Centre, The Kiarong Mental Health Day Care Centre and The Kiarong Circumcision Unit, Raja Isteri Pengiran Anak Saleha (RIPAS) Hospital.**

4.3 Any other business proposal may be included.

## **5. CODE OF CONDUCT**

5.1 The space allocated for the vending machines shall not be used for other purposes

## **6. SUPPLY AND OPERATION OF EQUIPMENT**

6.1 The installation tasks to be performed shall include but not limited to:

6.1.1 The connection of equipment to the electrical supply

6.1.2 The alignment and testing of all equipment

6.1.3 The provision of an earthing system and lighting protection

6.1.4 The supply, fabrication, painting and assembly of all miscellaneous material, minor components, supports and other such items as are indicated in the accompanying documentation, are clearly intended to be provided, or are obviously required for completion of the works herein specified

6.2 The Tenderer shall be responsible for maintenance and replacements of electrical fittings and lightings within the premise using LED type lightings devices where appropriate and needed.

6.3 The facilities shall provide electricity supply at designated areas for the use and operation of the vending machines.

## **7. PAYMENT OF RENT / LEGAL FEES**

7.1 The Tenderer shall pay the monthly rent in advance at the beginning of each month without deduction. Monthly rents shall be made in the form of cheque payable to the **Government of His Majesty The Sultan and Yang Di-Pertuan of Brunei Darussalam** and shall be submitted to the **Chief Executive Officer, Raja Isteri Pengiran Anak Saleha (RIPAS) Hospital** not later than first week of each month.

7.2 If at any time the rent or any part thereof (whether lawfully demanded or not) shall remain unpaid for fourteen days after becoming payable or if the tenderer shall at any-time fail or neglect to perform and observe any of the covenants and conditions and on his part to be performed and observed, the Government may terminate the contract with notice and without prejudice to any claim by remedy in respect of any antecedent breach of any covenant or condition.

## SCHEDULE A

### TENDER FORM

To:

TENDER REFERENCE NO: KK/04/2023/UPP(TC)

**INVITATION TO TENDER FOR THE PROVISION OF FOOD AND DRINK VENDING MACHINE SERVICE AT THE WOMEN & CHILDREN CENTRE, THE SPECIALIST BUILDING, THE KIARONG CHILD DEVELOPMENT CENTRE, THE KIARONG MENTAL HEALTH DAY CARE CENTRE AND THE KIARONG CIRCUMCISION UNIT, RAJA ISTERI PENGIRAN ANAK SALEHA (RIPAS) HOSPITAL FOR A PERIOD OF THREE (3) YEARS**

TENDER OF (*Name of Supplier*) : \_\_\_\_\_

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

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

***Business proposal complete with the proposed enhancement of the appearance of the facility, services to be offered including the system/equipment to be used and the operation, maintenance and cleaning program for the Vending Machines (please attach picture of the vending machine being offered)***

*(To be attached with this tender form)*

No	Item	Quantity Offer	Manufacturer/Origin
1	Number of Vending Machine(s) being offered		
	a. Hot Drink Vending Machine		
	b. Other Drink Vending Machine		
	c. Snack and Confectionary Vending Machine		

No.	Description	Rental Amount		
		Per Vending Machine / Month (\$)	Total Monthly Rental Cost based on the Vending Machine (s) offered (\$)	Total Contract (3 years) Rental Cost based on the Vending Machine (s) offered (\$)
1	The rental cost for the provision of food and drinks vending machines service for a period of three (3) years			
A	The Women & Children Centre, Raja Isteri Pengiran Anak Saleha Hospital Raja Isteri Pengiran Anak Saleha (RIPAS) Hospital			
B	The Specialist Building, Raja Isteri Pengiran Anak Saleha (RIPAS) Hospital.			
C	The Kiarong Child Development Centre, Raja Isteri Pengiran Anak Saleha (RIPAS) Hospital.			
D	The Kiarong Mental Health Day Care Centre, Raja Isteri Pengiran Anak Saleha (RIPAS) Hospital.			
E	The Kiarong Circumcision Unit, Raja Isteri Pengiran Anak Saleha (RIPAS) Hospital.			
<b>Total Rental Cost</b>				



**PRICING LIST OF THE FOOD AND BEVERAGE THAT SHOULD BE SOLD:**

<b>A. FOOD</b>			
<b>LIST</b>	<b>PRICE (BND \$)</b>	<b>LIST</b>	<b>PRICE (BND \$)</b>
1.		11.	
2.		12.	
3.		13.	
4.		14.	
5.		15.	
6.		16.	
7.		17.	
8.		18.	
9.		19.	
10.		20.	

**OTHER FOOD**

<b>OTHER FOOD</b>			
<b>LIST</b>	<b>PRICE (BND \$)</b>	<b>LIST</b>	<b>PRICE (BND \$)</b>
1.		6.	
2.		7.	
3.		8.	
4.		9.	
5.		10.	

<b>B. DRINK</b>			
<b>LIST</b>	<b>PRICE (BND \$)</b>	<b>LIST</b>	<b>PRICE (BND \$)</b>
1.		11.	
2.		12.	
3.		13.	
4.		14.	
5.		15.	
6.		16.	
7.		17.	
8.		18.	
9.		19.	
10.		20.	

**OTHER DRINK**

<b>OTHER DRINK</b>			
<b>LIST</b>	<b>PRICE (BND \$)</b>	<b>LIST</b>	<b>PRICE (BND \$)</b>
1.		6.	
2.		7.	
3.		8.	
4.		9.	
5.		10.	

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 executed 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 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 yo any further information which you may require.

Dated this                      day of                      2023

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

Name:

Designation:

Tenderer's official stamp:

## 2. SCHEDULE B

### 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:  
*Provision of food and drink vending machines*
- (d) Other information which is considered relevant

### 3. SCHEDULE C

#### 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>				

## **4. SCHEDULE D**

### **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).

## 5. SCHEDULE E

### 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.

**6. SCHEDULE F  
DECLARATION**

6.1 Tenderers shall complete and submit the Declaration form below.

**DECLARATION FORM**

TENDER REFERENCE : \_\_\_\_\_  
TENDER TITLE : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

That I, ..... The owner / one of the  
Owners of ..... Company which  
Participates in the above mentioned tender, hereby declare that I or any member of my  
family do not have any interest in other companies competing for the same tender.

\_\_\_\_\_

**Signature & Company Stamp**



## DECLARATION

6.2 Tenderers shall complete and submit the Declaration form below.

### PENGAKUAN PENENDER TENDERER'S DECLARATION

<b>Rujukan Tawaran</b> <i>Tender Reference</i>	
<b>Tajuk Tawaran</b> <i>Tender Title</i>	
<b>Kementerian / Jabatan</b> <i>Ministry / Department</i>	

Saya / Kami, (Isikan nama setiap pemilik syarikat/pemegang saham di bawah)  
*I / We (Fill in all the proprietor/shareholders' name below)*

<b>Bil.</b> <i>No.</i>	<b>Nama</b> <i>Name</i>	<b>Nombor Kad Pengenalan Brunei / Passport Antarabangsa</b> <i>Brunei Identity Card / International Passport Number</i>	<b>Warna</b> <i>Colour</i>	<b>Tandatangan</b> <i>Signature</i>
1				
2				
3				
4				
5				

Beralamat / *Address*

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Membuat **PENGAKUAN** seperti berikut / *make the following DECLARATION:*

- 1 Saya / Kami yang bernama di atas,  
*I / We as the name stated above,*  
<sup>1</sup>adalah pemilik berdaftar sebuah Firma yang bernama  
*A registered proprietor of*

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---

(Isikan nama firma / *fill in the firm's name*)

Dengan alamat perniagaan di,  
*With its place of business at*

---

---

(atau / *or*)

<sup>ii</sup>adalah pemegang saham dalam sebuah Syarikat yang bernama  
*A shareholder in a Company,*

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Dengan alamat berdaftar di / *having its registered address at*

---

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Yang telah menghadapkan Tawaran untuk projek yang disebutkan di atas;  
*Which has submitted a Tender Proposal in the above mentioned project;*

1. <sup>iii</sup>Saya / Kami **tidak memiliki Firma (Firma-Firma) / Syarikat (Syarikat-Syarikat lain;**  
(sila lihat nota 3 dan 4 di bawah dan potong jika tidak berkenaan).

*I/We do not own any other firm(s) / Company(ies); (see notes 3 and 4 below and delete where appropriate).*

2. <sup>iv</sup>Saya/Kami adalah juga **pemilik / pemegang saham** dalam senarai **Firma (Firma-Firma) / Syarikat (Syarikat-Syarikat)** yang dinyatakan dalam Lampiran I

*I/We also the proprietor / shareholder in the list of firm(s) / Company(ies) described at Annex 1.*

DAN saya/ kami selanjutnya membuat **PENGAKUAN** bahawa sepanjang pengetahuan saya/kami, Firma (Firma-Firma)/Syarikat (Syarikat-Syarikat) saya/kami yang dinyatakan dalam Lampiran 1 ini, tidak mengemukakan Tawaran untuk projek yang disebutkan di atas.

*AND I/We further **DECLARE** that to the best of my/our knowledge, none of my./our other firm(s)/Company(ies) set out in Annex 1, have submitted a Tender Proposal for this project.*

3. Saya/Kami juga membuat **PENGAKUAN** selanjutnya :

*I/We also hereby **DECLARE**:*

- a. Bahawa sepanjang pengetahuan saya/kami, isteri/suami saya/kami atau Firma (Firma-Firma) Syarikat-Syarikat) kepunyaan isteri/suami saya/kami, tidak menghadapkan Tawaran untuk projek yang disebutkan diatas;

*that to the best of my/our knowledge, neither my/our spouse or his/her firm(s)/Company(ies) have submitted a Tender Proposal for the above mentioned project; and*

- b. Bahawa saya/kami tidak berpakat sulit dengan Firma (Firma-Firma) / Syarikat (Syarikat-Syarikat) atau dengan sesiapa dalam menghadapi Tawaran untuk projek yang disebutkan di atas;

*that I/We have not colluded with any other firm(s)/Company(ies) or any other person or entity in submitting the Tender Proposal for the above mentioned project.*

4. Saya/kami menyedari sepenuhnya, jika saya/kami memberi maklumat yang palsu bagi pengakuan ini, kami akan melakukan kesalahan yang boleh didakwa dibawah Kanun Hukuman Jenayah Bab 182 yang disertakan di LAMPIRAN I.

*I/We fully aware that if I/We gave any information which is false, I/We committing an offence for which I/We liable to prosecution under the Penal Code. I/We also aware of Section 182 of the Penal Code reproduced below in Annex 1.*

5. Saya/Kami juga difahamkan bahawa Firma/Syarikat saya/kami tidak akan dipertimbangkan bagi mengikut Tawaran projek ini sekiranya sebarang maklumat dalam pengakuan ini tidak benar.

*I/We also understand that my/our firm/Company will be disqualified for this tender in the event any information given herein is found to be false.*

6. Saya/Kami memberi kuasa kepada \_\_\_\_\_ untuk menandatangani surat pengakuan ini sebagai pihak saya/kami sendiri dan sebagai wakil saya/kami untuk mengikat saya/kami dan Penender kepada perkara-perkara yang dinyatakan dalam Surat Pengakuan ini.

*I/We hereby authorize \_\_\_\_\_ to sign this Tenderer's Declaration on my/our behalf and also on behalf of the Tenderer to bind ourselves and the Tenderer to the matters set out in this declaration.*

Pada hari ini \_\_\_\_\_ haribulan \_\_\_\_\_, 20 .

*Dated this day \_\_\_\_\_ of \_\_\_\_\_, 20*

\_\_\_\_\_  
**(Nama dan Tandatangan)**

*(Name and Signature)*

<sup>v</sup>(Pemilik Syarikat / CEO / Pengarah)

*(The Owner of Co / CEO / Director)*

(Cop Syarikat)

*(Company Stamp)*

<sup>I</sup>Masukkan di sini jika orang yang membuat pengakuan adalah milik atau adalah seorang pemilik terdaftar Syarikat atau Nama Perniagaan.

*Fill in here if an Owner of a Business Name*

<sup>II</sup>Masukkan di sini jika orang yang membuat pengakuan adalah pemegang saham dalam sebuah Syarikat (Sdn. Bhd)

*Fill in here if a shareholder in a Company (Sdn. Bhd)*

<sup>III</sup>Potong perenggan 3 jika orang yang membuat pengakuan TIDAK memiliki Firma-Firma / Syarikat-Syarikat lain.

*If you DO NOT own other firms/Companies, please delete paragraph 3.*

<sup>IV</sup>Potong perenggan 2 jika orang yang membuat pengakuan adalah pemilik atau pemegang saham dalam Firma-Firma / Syarikat-Syarikat lain.

*If you the Owner or Shareholder of other firms/Companies, please delete paragraph 2.*

<sup>V</sup>Hendaklah ditandatangani oleh Pemilik Syarikat atau Ketua Pegawai Eksekutif atau Pengarah.

*Must be signed by the Owner of Company or CEO or Director.*

Pengakuan Penender

*Tenderer's Declaration*

## LAMPIRAN 1

### ANNEX 1

Mengikut perenggan 3 dalam pengakuan di atas, saya/kami menghadapkan senarai Firma (Firma-Firma) yang saya/kami menjadi pemiliknya seperti berikut:

*Pursuant to paragraph 3 of the above declaration, I/We submit the following list of Firm(s) which I/We the proprietor of :*

No	Nama / Name	Firma / Firm
1		
2		
3		
4		
5		
6		
7		
8		

Mengikut perenggan 3 dalam pengakuan di atas, saya/kami menghadapkan senarai Syarikat (Syarikat-Syarikat Sendirian Berhad) yang saya/kami menjadi pemiliknya seperti berikut :

*Pursuant to paragrah 3 of the above declaration, I/We submit the following list of Company(ies) which I/We a shareholder of :*

No	Nama / Name	Syarikat / Company
1		
2		
3		
4		
5		
6		
7		
8		

Bab 182 Kanun Hukuman Jenayah (Penggah 22 Undang-Undang Negara Brunei Darussalam)

*Sections 182 of the Penal Code (Cap 22 of the Laws of Brunei)*

182. Barang siapa memberi kepada seseorang pegawai awam apa-apa maklumat yang diketahui atau dipercayai sebagai palsu, dengan maksud menyebabkan, atau dengan mengetahui bahawa kemungkinan akan menyebabkan pegawai awam tersebut :-

*Whoever gives to any public servant any information which he knows or believes to be false, intending thereby to cause, or knowing it likely that he will thereby cause, such public servant ;-*

- (a) Melakukan atau meninggalkan apa-apa perkara yang pegawai awam itu seharusnya tidak melakukan atau tidak meninggalkan sekiranya keadaan yang sebenar, berkenaan dengan hal yang dimaklumkan itu, telah diketahui; atau

*To do or omit anything which such public servant ought not do or omit if the true state of facts respecting which such information is given were known by him; or*

- (b) Menggunakan kuasanya yang sah disisi undang-undang yang mendatangkan kecederaan atau gangguan kepada seseorang.

*To use the lawful power of such public officer to the injury or annoyance of any person.*

Akan menerima hukuman penjara sehingga 6 bulan atau didenda sebanyak \$4,000.00 atau dengan keduanya.

*Shall be punished with imprisonment of either description for a term which may extend to 6 months, or with fine which may extend to \$4,000.00 or with both.*

## LISTS OF COMPANY OWNERSHIP

NO.	COMPANY NAME	OWNERSHIP	I.C NO. & ADDRESS