

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/37/2023/PHARM	THE SUPPLY AND DELIVERY OF MEDICINES FOR THE DEPARTMENT OF PHARMACEUTICAL SERVICES MINISTRY OF HEALTH	-	DEPARTMENT OF PHARMACEUTICAL SERVICES	\$10.00	7 <sup>TH</sup> MARCH 2023	<p>Lenny Marliani binti Haji Ramli            Ahli Kimia Ubat            Bahagian Perolehan Farmasi            Jabatan Perkhidmatan Farmasi            Kementerian Kesihatan            Contact No.: 2393298 ext. 228            e-mail: <a href="mailto:lenny.ramli@moh.gov.bn">lenny.ramli@moh.gov.bn</a></p>

**NOMBOR TAWARAN : KK/37/2023/PHARM**

**KEMENTERIAN KESIHATAN  
NEGARA BRUNEI DARUSSALAM**

**THE SUPPLY AND DELIVERY OF MEDICINES FOR THE  
DEPARTMENT OF PHARMACEUTICAL SERVICES  
MINISTRY OF HEALTH**

**YURAN TAWARAN : \$10.00**

**NOMBOR RESIT :**

**TARIKH TUTUP : HARI SELASA, 7HB MAC 2023**

**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

TENDER REFERENCE NO: KK/37/2023/PHARM

INVITATION TO TENDER FOR THE SUPPLY AND DELIVERY OF MEDICINES FOR THE  
DEPARTMENT OF PHARMACEUTICAL SERVICES  
MINISTRY OF HEALTH

NO.	ITEM	ESTIMATED REQUIREMENT	BUFFER STOCK REQUIRED	PACKING/ PRESENTATION	PACK SIZE	SHELF LIFE	DELIVERY PERIOD
1	Aqueous Cream	25,000 x 500g	4167 x 500g	Individual pack preferred	-	Minimum of 2 years shelf life upon receipt. Any period less than 2 years to provide Letter of Undertaking	First order within 2 months upon receipt of purchase order, subsequent order ex-stock

Please note that only medicinal products registered with the Ministry of Health, Brunei Darussalam will be considered unless they meet the criteria for medicinal product registration exemptions.

The following documents and/or information are required with each offer. Failure to comply with the requirement may cause unnecessary delay in processing for approval from the relevant authority.

NO.	REQUIREMENTS
1.	Validity of offer price shall be at least 12 months from the closing date of submission of quote. Where the price validity differs from that required by the Government i.e. 12 months, the LONGER VALIDITY PERIOD will be taken as the final validity period.
2.	Sample of the actual product being offered in untampered original pack including package insert. (For Controlled drugs and Psychotropic drugs see item 3)
3.	<p>A <u>CLEAR QUALITY PICTURE</u> of the primary and secondary packaging of the product being offered; showing name / brand of item, strength and form / preparation, from all sides/ angle. Each picture is to be printed in colour, and this document stamped with supplier's / tenderer's official stamp.</p> <p>Additionally, pictures of the following:</p> <ul style="list-style-type: none"> <li>▪ For tablets/ capsules <ul style="list-style-type: none"> <li>○ Appearance of individual tablets / capsules;</li> <li>○ If the item is in strip pack, the back and front of the strip.</li> </ul> </li> <li>▪ For Injections: Appearance of individual vial / ampoule/ syringe</li> </ul>
4.	Certificate of Analysis.
5.	<p>A copy of any of the following:</p> <ul style="list-style-type: none"> <li>▪ Product Licence Certificate</li> <li>▪ Log of submission for registration of the product</li> </ul>
6.	Product which is registered by at least two drug regulatory agencies in any of the reference countries will be given preference. Please indicate the registration number(s).
7.	Letter of authorization from the Product Licence Holder, where applicable.
8.	Justification on price increase if the same product has been previously supplied to Ministry of Health from the same supplier/distributor.
9.	Latest local content.
10.	Product Shelf-life information.
11.	Declaration of source of animal origin and alcohol content (if any)
12.	On delivery, goods should have a minimum expiry date of 24 months unless item has short expiry (eg: vaccines) or agreed to be accepted by MOH. Any period less than 24 months shall provide Letter of Undertaking.
13.	The storage labelling should be in accordance with ASEAN stability guideline and should be based on the stability evaluation of the drug product. Specific storage temperature should be highlighted.
14.	Tax compliance certificate, if applicable

Note:

\* The reference countries are Australia, Canada, Malaysia, Singapore, United Kingdom (European Union), and the United States of America.

Preference will be given to medicinal products already:

- Registered with the BDMCA.
- Submitted for registration with the BDMCA.

**SECTION 3**  
**TENDER FORM**

To:

**TENDER REFERENCE NO: KK/37/2023/PHARM**

**INVITATION TO TENDER**  
**THE SUPPLY AND DELIVERY OF MEDICINES FOR THE DEPARTMENT OF PHARMACEUTICAL SERVICES MINISTRY OF HEALTH**

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

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

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

NO.	ITEM	BRAND NAME	MANUFACTURER	PACKING/ PRESENTATION	PACK SIZE	UNIT PRICE	TOTAL PRICE
1	Aqueous Cream						

**DELIVERY PERIOD:**

First order 2 months, subsequent order ex-stock

**DELAY AND LIQUIDATED DAMAGES:**

If the Supplier fails or is unable to deliver the Goods or any parts thereof on the Delivery Date within the time specified, the Government shall be entitled, without prejudice to claim from the Supplier by way of liquidated damages for each day of such delay, a sum of equal to one percent (1%) of the price of the Goods as stated in the relevant Purchase Order in respect of the delayed delivery, provided that the total liquidated damages shall not exceed the Purchase Order Price.

Please note that only medicinal products registered with the Ministry of Health, Brunei Darussalam will be considered unless they meet the criteria for medicinal product registration exemptions.

The following documents and/or information are required with each offer. Failure to comply with the requirement may cause unnecessary delay in processing for approval from the relevant authority.

NO.	REQUIREMENTS	VENDOR'S OFFER
1.	Validity of offer price shall be at least 12 months from the closing date of submission of quote. Where the price validity differs from that required by the Government i.e. 12 months, the LONGER VALIDITY PERIOD will be taken as the final validity period.	
2.	Sample of the actual product being offered in untampered original pack including package insert. (For Controlled drugs and Psychotropic drugs see item 3)	
3.	<p>A <u>CLEAR QUALITY PICTURE</u> of the primary and secondary packaging of the product being offered; showing name / brand of item, strength and form / preparation, from all sides/ angle. Each picture is to be printed in colour, and this document stamped with supplier's / tenderer's official stamp.</p> <p>Additionally, pictures of the following:</p> <ul style="list-style-type: none"> <li>▪ For tablets/ capsules <ul style="list-style-type: none"> <li>○ Appearance of individual tablets / capsules;</li> <li>○ If the item is in strip pack, the back and front of the strip.</li> </ul> </li> <li>▪ For Injections: Appearance of individual vial / ampoule/ syringe</li> </ul>	
4.	Certificate of Analysis.	
5.	<p>A copy of any of the following:</p> <ul style="list-style-type: none"> <li>▪ Product Licence Certificate</li> <li>▪ Log of submission for registration of the product</li> </ul>	
6.	Product which is registered by at least two drug regulatory agencies in any of the reference countries will be given preference. Please indicate the registration number(s).	

NO.	REQUIREMENTS	VENDOR'S OFFER
7.	Letter of authorization from the Product Licence Holder, where applicable.	
8.	Justification on price increase if the same product has been previously supplied to Ministry of Health from the same supplier/distributor.	
9.	Latest local content.	
10.	Product Shelf-life information.	
11.	Declaration of source of animal origin and alcohol content (if any)	
12.	On delivery, goods should have a minimum expiry date of 24 months unless item has short expiry (eg: vaccines) or agreed to be accepted by MOH. Any period less than 24 months shall provide Letter of Undertaking.	
13.	The storage labelling should be in accordance with ASEAN stability guideline and should be based on the stability evaluation of the drug product. Specific storage temperature should be highlighted.	
14.	Tax compliance certificate, if applicable	

Note:

\* The reference countries are Australia, Canada, Malaysia, Singapore, United Kingdom (European Union), and the United States of America.

Preference will be given to medicinal products already:

- Registered with the BDMCA.
- Submitted for registration with the BDMCA.

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. OUR OFFER IS VALID FOR **TWELVE (12)** CALENDER MONTHS FROM THE TENDER CLOSING DATE. Where the price validity period differs from that required by the Government i.e. 12 months, the **LONGER VALIDITY PERIOD** will be taken as the final validity period.
4. When requested by you, we shall extend the validity of this offer.
5. 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:



To: The Pharmacist  
Pharmacy Procurement Section  
Department of Pharmaceutical Services  
Ministry of Health

Date:  
Your Ref:

**SUBMISSION OF SAMPLES & RELEVANT PRODUCT DOCUMENTS e.g.: COA**

**FOR TENDER REF: KK/37/2023/PHARM**

**Sample submission & documents to be sent to the Pharmacy Procurement before closing of quotation advertisement along with a copy of this form**  
**(Please attention to the Pharmacist).**

The above tender refers.

We are pleased to inform you that the samples we have submitted and Not submitted to the Drug Quality Control Section as on the closing date, are indicated as follows:

<b>NO.</b>	<b>ITEM</b>	<b>SAMPLE SUBMITTED</b> (indicate with √ )	<b>SAMPLE NOT SUBMITTED</b> (indicate with X )	<b>OFFERED/ NOT OFFERED</b> (indicate as appropriate)
1	Aqueous Cream			

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

Thank you.

.....  
(Signature of authorized officer of Tenderer)

Name:  
Designation:  
Date:

Tenderer's official stamp:

**Please submit the Form to the Drug Procurement the latest ONE WEEK after closing of Tender Advertisement.**