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/148/2024/LAB(TC)	TO SUPPLY AND DELIVER EXTERNAL QUALITY ASSURANCE PROGRAM (EQA) SAMPLES FOR NATIONAL CLINICAL MICROBIOLOGY REFERENCE LABORATORY, DEPARTMENT OF LABORATORY SERVICES, MINISTRY OF HEALTH FOR A PERIOD OF THREE(3) YEARS USAGE	3 YEARS	DEPARTMENT OF LABORATORY SERVICES	$10.00	23RD JULY 2024	*Mohammad Aizzuddin bin Haji Mirasin* *National Clinical Microbiology Reference Laboratory* *Department of Laboratory Services* *Ministry of Health* *Negara Brunei Darussalam* *Contact No: 2242424 ext 6329* *email: aizzuddin.mirasin@moh.gov.bn*

NOMBOR TAWARAN : KK/148/2024/LAB(TC)

KEMENTERIAN KESIHATAN
NEGARA BRUNEI DARUSSALAM

TO SUPPLY AND DELIVER EXTERNAL QUALITY ASSURANCE PROGRAM (EQA) SAMPLES FOR NATIONAL CLINICAL MICROBIOLOGY REFERENCE LABORATORY, DEPARTMENT OF LABORATORY SERVICES, MINISTRY OF HEALTH FOR A PERIOD OF THREE(3) YEARS USAGE

YURAN TAWARAN: $10.00

NOMBOR RESIT :

TARIKH TUTUP : HARI SELASA, 23HB JULAI 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/148/2024/LAB(TC)

INVITATION TO TENDER

TO SUPPLY AND DELIVER EXTERNAL QUALITY ASSURANCE PROGRAM (EQA) SAMPLES FOR NATIONAL CLINICAL MICROBIOLOGY 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 AND NO LONGER THAN 12 WEEKS**

NO.	ITEM DESCRIPTIONS AND SPECIFICATIONS	PACKAGING SIZE	TOTAL ESTIMATE USAGE / YEAR
1	**Urine Dipstick Chemistry** • Program includes Urinalysis test of 7 or more of the following tests: 1. pH 2. Specific Gravity 3. Bilirubin 4. Urobilinogen 5. Ketones 6. Glucose 7. Protein(albumin) 8. Blood(erythrocytes) 9. Nitrite 10. Leukocytes • 8 samples per year • Sample Type: Lyophilised Sample • Sample volume: 5ml and above, if possible • Compatible for use with existing 77 Elektronika LabUMat 2 and SD Urometer urine chemistry analysers.	Packaging for transport to abide by UN3373 regulations	4 Programme (4 Cycles)
2	**Urine Pregnancy Testing program** • Program includes qualitative measures of hCG in urine sample. • 12 samples per year • Sample type: Lyophilised urine • Sample volume: 10mL	Packaging for transport to abide by UN3373 regulations	4 Programme (6 Cycles)
3	**Bacteriology Extensive Program (choice of MAFSC)** Program includes choice of: 1. Difficult/Blood Culture Isolates • 8 samples/year • Sample type: Lyophilised	Packaging for transport to abide by UN3373 regulations	1 Programme (4-8 Cycles)

NO.	ITEM DESCRIPTIONS AND SPECIFICATIONS	PACKAGING SIZE	TOTAL ESTIMATE USAGE / YEAR
	• Sample volume: 1mL 2. Faecal Pathogens • 8 samples/year • Sample type: Lyophilised • Sample volume: 1mL 3. Genital swabs • 4 samples/year • Sample type: Lyophilised • Sample volume: 1mL 4. Nose/Throat pathogens • 4 samples/year • Sample type: Lyophilised • Sample volume: 1mL 5. Respiratory pathogens • 8 samples/year • Sample type: Lyophilised • Sample volume: 1mL • Includes antimicrobial susceptibility testing 6. Skin/Eye/Ear Pathogens • 4 samples/year • Sample type: Lyophilised • Sample volume: 1mL • Includes antimicrobial susceptibility testing 7. Urine • 8 samples/year • Sample type: Lyophilised • Sample volume: 5 mL • Includes urine cell counts (manual and/or automated methods) and antimicrobial susceptibility testing 8. Wound anaerobes • 4 samples/year • Sample type: Lyophilised • Sample volume: 1mL 9. Mycobacteriology acid fast smears • 8 samples/year • Sample type: Fixed unstained smear on glass slide 10. Mycobacteriology culture • 8 samples/year • Sample type: Lyophilised • Sample volume: 1mL		
4	**Stat Microscopy program** • Program includes cell counts and Gram stain of samples • 8 samples/year	Packaging for transport to abide by UN3373 regulations	4 Programme (4 Cycles)

NO.	ITEM DESCRIPTIONS AND SPECIFICATIONS	PACKAGING SIZE	TOTAL ESTIMATE USAGE / YEAR
	• Sample type: Lyophilised sample and unstained glass slide • Sample volume: 5mL		
5	**Cryptococcal Antigen** Program includes clinical or culture material provided to assess the detection of Cryptococcal Antigen. • 4 samples per year • Sample Type: Serum or culture supernatant Sample volume: 0.5ml	Packaging for transport to abide by UN3373 regulations	1 Programme (2 Cycles)
6	**Mycology program** Program includes dermatophytes, systemic mycotic pathogens, clinically significant yeasts and contaminants of interest. Also includes susceptibility testing of yeasts. • 12 samples per year • Sample type: Liquid • Sample volume: 1ml	Packaging for transport to abide by UN3373 regulations	1 Programme (4 Cycles)
7	**Clostridium Difficile – Laboratory detection** Program includes detection of *Clostridium difficile* antigen and toxin. • 8 samples per year • Sample Type : Lyophilised Sample • Sample volume: 2ml	Packaging for transport to abide by UN3373 regulations	1 Programme (2 Cycles)
8	**Faecal Occult Blood (Qualitative)** Program includes qualitative occult blood testing. • 24 samples per year • Sample type: Lyophilised human blood • Sample volume: 1ml	Packaging for transport to abide by UN3373 regulations	4 Programme (12 Cycles)

NO.	SPECIFICATIONS AND REQUIREMENTS
1	Vendor shall make enrolment with the appropriate EQA program service for each respective laboratory section(user)
2	Vendor shall make payment to the EQA program service provider for any enrolment to the specific program module as defined by each respective laboratory section (user).
3	Vendor shall ensure the EQA materials reach each respective laboratory within acceptable period of time. The materials should be delivered with enough time allowance for test analysis and results submission to the EQA program service provider.
4	Vendor shall provide or update the laboratory of details or information on the test menu covered by the selected EQA program module.
5	Vendor shall assist in results submission when there is a downtime that prevents the user from submitting the results to the EQA program service provider.
6	Vendor shall subscribe each EQA program for a period of three years for each respective laboratory. The EQA subscriptions should cover from January 2025 to December 2027.
7	A replacement should be provided to the laboratory in the event that EQA materials are received in unsatisfactory conditions. This includes and not limited to damaged material, broken bottles, and, unsatisfactory shipping and transportation conditions and temperature.
8	A replacement should be provided to the laboratory in the event that the quality of EQA materials are affecting the performance of the laboratory's EQA programs.
9	The EQA programs to be offered shall: a. Substantially fulfil the relevant requirement of ISO 17043 and/or approved by recognized international regulatory body b. Extensive test menu (Please refer to **User's requirement specifications**) **c.** Survey / Generic reports come back within the acceptable turn-around time. **Please state the turn-around time of the EQA Report. Vendor is to submit an example as evidence.** d. Participation by sufficient number of peer groups. **Vendor is to submit number of peer groups for each laboratory in each program.** **e.** Educational program shall be available in the system. **Vendor is to state the educational program on offer.** Module configuration and program structure shall be acceptable by the user
10	The EQA Program Service Provider's Facility must be accredited by the National Association of Testing Authorities (NATA) and complies with the requirements of ISO/IEC 17043. Vendor is to submit the EQA Provider & Site Number.
11	The EQA materials provided must be accredited. Data processing program used must produce EQA reports and ranking which are suitable to the respective laboratory. The reports and ranking shall meet and satisfy the aim and goals of External Quality Assurance. External Quality Assurance (EQA) program is a management system used to monitor the performance of the laboratory testing services. The goals of EQA participation are: a. Ensuring patient results are reported with accuracy b. Comparing the performance of the laboratory against other laboratories within the region and advanced countries c. Comparing the performance of the laboratory against other laboratories within the same peer group i.e. laboratories with the same methodology and instrument **Fulfilling the requirements of ISO 15189**
12	The vendor shall include evidence of peer group and number of participations in their tender offer submission. The evidence shall include a copy of interim report for each analyte in each program. EQA programs with participants from advanced countries such as Australia, UK and USA will be an added advantage. **Peer group is defined as a group of laboratories performing the test analysis with the same methodology and instrument.**
13	Each parameter or analyte within the EQA programmes shall have a minimum of 15 participants within the laboratory's peer group.

NO.	SPECIFICATIONS AND REQUIREMENTS
14	The EQA Program Provider shall provide EQA Enrolment Certificate as evidence of enrolment into the program. A certificate shall be provided for each EQA program subscription.
15	EQA materials shall be: a. Delivered to each respective laboratory no later than two (2) weeks before the deadline or due date of the EQA result submission. b. Transported in compliance with Universal Post Union (UPU) regulations c. Packed and transported within the requirements of EQA materials d. Transported in such conditions that the quality and integrity of the EQA materials are maintained e. Packed adequately to avoid damage during transportation f. Packaging for transport to abide by UN3373 regulations g. Labelled appropriately with the dispatch date clearly indicated h. Labelled clearly. This includes information of species of origin of the base material and Material Safety Data Sheet (MSDS) i. Stable throughout the transportation j. Stable during storage without affecting the stability and integrity of the analytes in the EQA materials k. Homogeneous once the EQA materials are reconstituted l. Available in sufficient volume for analysis m. Performing in similar manner as patient samples during test analysis n. In similar specimen types as patient samples e.g. whole blood, serum and urine Covering concentrations across the analytical measuring range of each analyte. This includes clinical decision-making concentrations of each analyte.
16	Instructions for use for each EQA material shall be provided. The instruction shall include: a. Nature of the EQA material b. Treatment of the EQA material c. Safety precautions d. Due date of result submission e. Reconstitution and preparation procedure f. Expiry date g. Stability of each analyte **Other relevant details**
17	EQA reports for Quantitative test shall include the following: a. The reports are in a user-friendly format b. One-page report per parameter or analyte allowing easy interpretation of the analytical performance c. Statistical analysis by all methods. This includes a running mean for the last 10 samples d. Comparison of the laboratory performance against the instrument peer group, methodology peer group and all methods group. The comparison is illustrated in a histogram format e. Visual charts illustrating laboratory performance trends, biases and precisions f. Charts of Target Scores illustrating the performance of the recent 20 samples, inclusive of the samples in previous cycle g. At-a-glance summary page for all parameters or analytes in the programme h. Comparison of the laboratory result against statistically robust consensus means i. Acceptability of parameter or analyte performance uses the following fit-for-purpose performance indicators: i. Standard Deviation Index (SDI) ii. Percentage of Deviation iii. Target Score j. Each parameter or analyte report shall include: i. Levey-Jennings Charts ii. Histograms iii. % Deviation Charts iv. % Deviation by concentration charts k. Available and accessible online within 72 hours of deadline of EQA program result submission

NO.	SPECIFICATIONS AND REQUIREMENTS
	l. Accessible via Cloud Based Data System m. Emailed directly to participants in PDF format n. Current and previous reports are available for download on the EQA service provider site. **In the event that EQA reports are no longer available on the EQA service provider site, the EQA service provider shall supply the laboratory with the requested EQA reports**
18	At the end of each cycle, End-of-cycle report shall be available for each parameter or analyte. The report shall include: a. Inter-laboratory report b. Multi-instrument comparison report for up to 5 instruments **Summary of the laboratory performance for the whole cycle**
19	At the end of each cycle, a yearly performance certificate shall be provided by the EQA service provider for each EQA program subscribed
20	Each EQA program purchased can be enrolled/subscribed for a **minimum** of 2 instruments.
21	Vendor shall provide necessary advice and consultation promptly when the laboratory requires assistance. When vendor is unable to provide the required assistance to the laboratory, specifically in troubleshooting, the vendor is to communicate immediately with the EQA provider or provide the contact details of the representative of the EQA provider to the relevant laboratory personnel.
22	Vendor shall provide continuous education or in-house training with topics relevant to EQA program and its interpretations and troubleshooting. This covers all disciplines subscribed by the laboratory.
23	Changes to the EQA service provider's administration, management or policy shall be made known to all participating laboratories promptly in written form via email.
24	Vendor shall include a list of technical support personnel, their qualifications and years of experience in EQA program support in the tender offer submission.
25	EQA program price shall be an all-inclusive price. The price submitted shall include door-to-door transportation and any other required fees where possible.
26	Each EQA material shall be delivered to its respective laboratory during office hours, between 8.30 am and 4.30 pm. The shipping and delivery status of each EQA material shall be regularly updated to its respective laboratory.
27	Vendor shall ensure the selected courier service will transport and deliver the EQA materials to the laboratory in compliance with international guideline and regulation of biohazard specimen transportation.
28	Vendor shall devise customs clearance procedure when required
29	**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).

* 6 months validity required for <$50K or 12 months for >$50K

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/02_EQA	
Person to Contact	Name : Mohammad Aizzudidn Hj Mirasin	
	E-mail : aizzuddin.mirasin@moh.gov.bn	
	Contact No. : 2242424 ext 6329	Fax No.: -
FOR ADMINISTRATION USE ONLY		
PPM/PROC Ref. No.	PPM/PROC/2024/>50K/016(MIC)	
Advertisement Ref. No.		Date:

SECTION 3

FORMS TO BE USED

CONTENTS

SCHEDULE 1

TENDER FORM

To:

TENDER REFERENCE NO: KK/148/2024/LAB(TC)

INVITATION TO TENDER

TO SUPPLY AND DELIVER EXTERNAL QUALITY ASSURANCE PROGRAM (EQA) SAMPLES FOR NATIONAL CLINICAL MICROBIOLOGY 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 _____

DELIVERY PERIOD	

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	**Urine Dipstick Chemistry** • Program includes Urinalysis test of 7	Packaging for transport to abide by UN3373 regulations	4 Programme (4 Cycles)						

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$)**	**TOTAL COSTS (B$)**
	or more of the following tests: 1. pH 2. Specific Gravity 3. Bilirubin 4. Urobilinogen 5. Ketones 6. Glucose 7. Protein(albumin) 8. Blood(erythrocytes) 9. Nitrite 10. Leukocytes • 8 samples per year • Sample Type: Lyophilised Sample • Sample volume: 5ml and above, if possible Compatible for use with existing 77 Elektronika LabUMat 2 and SD Urometer urine chemistry analysers.								

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	**Urine Pregnancy Testing program** • Program includes qualitative measures of hCG in urine sample. • 12 samples per year • Sample type: Lyophilised urine • Sample volume: 10mL	Packaging for transport to abide by UN3373 regulations	4 Programme (6 Cycles)						
3	**Bacteriology Extensive Program (choice of MAFSC)** Program includes choice of: 1. Difficult/Blood Culture Isolates • 8 samples/year • Sample type: Lyophilised • Sample volume: 1mL 2. Faecal Pathogens • 8 samples/year	Packaging for transport to abide by UN3373 regulations	1 Programme (4-8 Cycles)						

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$)**	**TOTAL COSTS (B$)**
	• Sample type: Lyophilised • Sample volume: 1mL 3. Genital swabs • 4 samples/year • Sample type: Lyophilised • Sample volume: 1mL 4. Nose/Throat pathogens • 4 samples/year • Sample type: Lyophilised • Sample volume: 1mL 5. Respiratory pathogens • 8 samples/year • Sample type: Lyophilised • Sample volume: 1mL								

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$)**	**TOTAL COSTS (B$)**
	• Includes antimicrobial susceptibility testing 6. Skin/Eye/Ear Pathogens • 4 samples/year • Sample type: Lyophilised • Sample volume: 1mL • Includes antimicrobial susceptibility testing 7. Urine • 8 samples/year • Sample type: Lyophilised • Sample volume: 5 mL • Includes urine cell counts (manual and/or automated methods) and antimicrobial susceptibility								

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$)**	**TOTAL COSTS (B$)**
	testing 8. Wound anaerobes • 4 samples/year • Sample type: Lyophilised • Sample volume: 1mL 9. Mycobacteriology acid fast smears • 8 samples/year • Sample type: Fixed unstained smear on glass slide 10. Mycobacteriology culture • 8 samples/year • Sample type: Lyophilised Sample volume: 1mL								
4	**Stat Microscopy program** • Program includes cell counts and	Packaging for transport to abide by UN3373 regulations	4 Programme (4 Cycles)						

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$)**	**TOTAL COSTS (B$)**
	Gram stain of samples • 8 samples/year • Sample type: Lyophilised sample and unstained glass slide • Sample volume: 5mL								
5	**Cryptococcal Antigen** Program includes clinical or culture material provided to assess the detection of Cryptococcal Antigen. • 4 samples per year • Sample Type: Serum or culture supernatant Sample volume: 0.5ml	Packaging for transport to abide by UN3373 regulations	1 Programme (2 Cycles)						
6	**Mycology program** Program includes	Packaging for transport to abide by	1 Programme (4 Cycles)						

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$)**	**TOTAL COSTS (B$)**
	dermatophytes, systemic mycotic pathogens, clinically significant yeasts and contaminants of interest. Also includes susceptibility testing of yeasts. • 12 samples per year • Sample type: Liquid • Sample volume: 1ml	UN3373 regulations							
7	**Clostridium Difficile – Laboratory detection** Program includes detection of *Clostridium difficile* antigen and toxin. • 8 samples per year • Sample Type: Lyophilised Sample • Sample volume:	Packaging for transport to abide by UN3373 regulations	1 Programme (2 Cycles)						

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$)**	**TOTAL COSTS (B$)**
	2ml								
8	**Faecal Occult Blood (Qualitative)** Program includes qualitative occult blood testing. • 24 samples per year • Sample type: Lyophilised human blood • Sample volume: 1ml	Packaging for transport to abide by UN3373 regulations	4 Programme (12 Cycles)						
TOTAL PRICE (B$)									

NO.	SPECIFICATIONS AND REQUIREMENTS	VENDOR'S OFFER (PLEASE STATE)
1	Vendor shall make enrolment with the appropriate EQA program service for each respective laboratory section(user)	
2	Vendor shall make payment to the EQA program service provider for any enrolment to the specific program module as defined by each respective laboratory section (user).	
3	Vendor shall ensure the EQA materials reach each respective laboratory within acceptable period of time. The materials should be delivered with enough time allowance for test analysis and results submission to the EQA program service provider.	
4	Vendor shall provide or update the laboratory of details or information on the test menu covered by the selected EQA program module.	
5	Vendor shall assist in results submission when there is a downtime that prevents the user from submitting the results to the EQA program service provider.	
6	Vendor shall subscribe each EQA program for a period of three years for each respective laboratory. The EQA subscriptions should cover from January 2025 to December 2027.	
7	A replacement should be provided to the laboratory in the event that EQA materials are received in unsatisfactory conditions. This includes and not limited to damaged material, broken bottles, and, unsatisfactory shipping and transportation conditions and temperature.	
8	A replacement should be provided to the laboratory in the event that the quality of EQA materials are affecting the performance of the laboratory's EQA programs.	
9	The EQA programs to be offered shall: a. Substantially fulfil the relevant requirement of ISO 17043 and/or approved by recognized international regulatory body b. Extensive test menu (Please refer to **User's requirement specifications**) **c.** Survey / Generic reports come back within the acceptable turn-around time. **Please state the turn-around time of the EQA Report. Vendor is to submit an example as evidence.** d. Participation by sufficient number of peer groups. **Vendor is to submit number of peer groups for each laboratory in each program.** **e.** Educational program shall be available in the system. **Vendor is to state the educational program on offer.**	

	Module configuration and program structure shall be acceptable by the user	
10	The EQA Program Service Provider's Facility must be accredited by the National Association of Testing Authorities (NATA) and complies with the requirements of ISO/IEC 17043. Vendor is to submit the EQA Provider & Site Number.	
11	The EQA materials provided must be accredited. Data processing program used must produce EQA reports and ranking which are suitable to the respective laboratory. The reports and ranking shall meet and satisfy the aim and goals of External Quality Assurance. External Quality Assurance (EQA) program is a management system used to monitor the performance of the laboratory testing services. The goals of EQA participation are: a. Ensuring patient results are reported with accuracy b. Comparing the performance of the laboratory against other laboratories within the region and advanced countries c. Comparing the performance of the laboratory against other laboratories within the same peer group i.e. laboratories with the same methodology and instrument Fulfilling the requirements of ISO 15189	
12	The vendor shall include evidence of peer group and number of participations in their tender offer submission. The evidence shall include a copy of interim report for each analyte in each program. EQA programs with participants from advanced countries such as Australia, UK and USA will be an added advantage. Peer group is defined as a group of laboratories performing the test analysis with the same methodology and instrument.	
13	Each parameter or analyte within the EQA programmes shall have a minimum of 15 participants within the laboratory's peer group.	
14	The EQA Program Provider shall provide EQA Enrolment Certificate as evidence of enrolment into the program. A certificate shall be provided for each EQA program subscription.	**(Yes / No)** **(If No, please specify)**
15	EQA materials shall be: a. Delivered to each respective laboratory no later than two (2) weeks before the deadline or due date of the EQA result submission. b. Transported in compliance with Universal Post Union (UPU) regulations c. Packed and transported within the requirements of EQA materials d. Transported in such conditions that the quality and integrity of the	

	EQA materials are maintained e. Packed adequately to avoid damage during transportation f. Packaging for transport to abide by UN3373 regulations g. Labelled appropriately with the dispatch date clearly indicated h. Labelled clearly. This includes information of species of origin of the base material and Material Safety Data Sheet (MSDS) i. Stable throughout the transportation j. Stable during storage without affecting the stability and integrity of the analytes in the EQA materials k. Homogeneous once the EQA materials are reconstituted l. Available in sufficient volume for analysis m. Performing in similar manner as patient samples during test analysis n. In similar specimen types as patient samples e.g. whole blood, serum and urine Covering concentrations across the analytical measuring range of each analyte. This includes clinical decision-making concentrations of each analyte.	
16	Instructions for use for each EQA material shall be provided. The instruction shall include: a. Nature of the EQA material b. Treatment of the EQA material c. Safety precautions d. Due date of result submission e. Reconstitution and preparation procedure f. Expiry date g. Stability of each analyte Other relevant details	
17	EQA reports for Quantitative test shall include the following: a. The reports are in a user-friendly format b. One-page report per parameter or analyte allowing easy interpretation of the analytical performance c. Statistical analysis by all methods. This includes a running mean for the last 10 samples d. Comparison of the laboratory performance against the instrument peer group, methodology peer group and all methods group. The comparison is illustrated in a histogram format e. Visual charts illustrating laboratory performance trends, biases and precisions f. Charts of Target Scores illustrating the performance of the recent 20	

	samples, inclusive of the samples in previous cycle g. At-a-glance summary page for all parameters or analytes in the programme h. Comparison of the laboratory result against statistically robust consensus means i. Acceptability of parameter or analyte performance uses the following fit-for-purpose performance indicators: i. Standard Deviation Index (SDI) ii. Percentage of Deviation iii. Target Score j. Each parameter or analyte report shall include: i. Levey-Jennings Charts ii. Histograms iii. % Deviation Charts iv. % Deviation by concentration charts k. Available and accessible online within 72 hours of deadline of EQA program result submission l. Accessible via Cloud Based Data System m. Emailed directly to participants in PDF format n. Current and previous reports are available for download on the EQA service provider site. In the event that EQA reports are no longer available on the EQA service provider site, the EQA service provider shall supply the laboratory with the requested EQA reports	
18	At the end of each cycle, End-of-cycle report shall be available for each parameter or analyte. The report shall include: a) Inter-laboratory report b) Multi-instrument comparison report for up to 5 instruments **c)** Summary of the laboratory performance for the whole cycle	
19	At the end of each cycle, a yearly performance certificate shall be provided by the EQA service provider for each EQA program subscribed	
20	Each EQA program purchased can be enrolled/subscribed for a **minimum** of 2 instruments.	
21	Vendor shall provide necessary advice and consultation promptly when the laboratory requires assistance. When vendor is unable to provide the required assistance to the laboratory, specifically in troubleshooting, the vendor is to communicate immediately with the EQA provider or provide the contact details of the representative of the EQA provider to the relevant	

	laboratory personnel.	
22	Vendor shall provide continuous education or in-house training with topics relevant to EQA program and its interpretations and troubleshooting. This covers all disciplines subscribed by the laboratory.	
23	Changes to the EQA service provider's administration, management or policy shall be made known to all participating laboratories promptly in written form via email.	
24	Vendor shall include a list of technical support personnel, their qualifications and years of experience in EQA program support in the tender offer submission.	
25	EQA program price shall be an all-inclusive price. The price submitted shall include door-to-door transportation and any other required fees where possible.	
26	Each EQA material shall be delivered to its respective laboratory during office hours, between 8.30 am and 4.30 pm. The shipping and delivery status of each EQA material shall be regularly updated to its respective laboratory.	
27	Vendor shall ensure the selected courier service will transport and deliver the EQA materials to the laboratory in compliance with international guideline and regulation of biohazard specimen transportation.	
28	Vendor shall devise customs clearance procedure when required	
29	**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_____

_____ Tenderer's official stamp:

[Signature of authorised officer of Tenderer]

Name:

Designation:

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/148/2024/LAB(TC)

INVITATION TO TENDER

TO SUPPLY AND DELIVER EXTERNAL QUALITY ASSURANCE PROGRAM (EQA) SAMPLES FOR NATIONAL CLINICAL MICROBIOLOGY 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	Urine Dipstick Chemistry			
2	Urine Pregnancy Testing program			
3	Bacteriology Extensive Program (choice of MAFSC)			
4	Stat Microscopy program			
5	Cryptococcal Antigen			
6	Mycology program			
7	Clostridium Difficile – Laboratory detection			
8	Faecal Occult Blood (Qualitative)			

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 : _____