

| 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/325/2024/LAB(TC) | TO SUPPLY AND DELIVER VARIANT II BETA THALASSAEMIA PROGRAM REAGENT WITH EQUIPMENT RENTAL FOR NATIONAL HAEMATOLOGY REFERENCE LABORATORY, DEPARTMENT OF LABORATORY SERVICES, MINISTRY OF HEALTH FOR A PERIOD OF THREE(3) YEARS USAGE | 3 YEARS               | DEPARTMENT OF LABORATORY SERVICES          | \$50.00 | 14 <sup>TH</sup> JAN 2025          | <p><i>Aimi Diyana binti Haji Gapor</i><br/> <i>National Haematology Reference Laboratory</i><br/> <i>Department of Laboratory Services</i><br/> <i>Ministry of Health</i><br/> <i>Negara Brunei Darussalam</i><br/> <i>email:</i><br/> <i>aimidiyana.gapor@moh.gov.bn</i></p> |

**NOMBOR TAWARAN: KK/325/2024/LAB(TC)**

**KEMENTERIAN KESIHATAN  
NEGARA BRUNEI DARUSSALAM**

**TO SUPPLY AND DELIVER VARIANT II BETA THALASSAEMIA  
PROGRAM REAGENT WITH EQUIPMENT RENTAL FOR NATIONAL  
HAEMATOLOGY REFERENCE LABORATORY, DEPARTMENT OF  
LABORATORY SERVICES, MINISTRY OF HEALTH FOR A PERIOD OF  
THREE(3) YEARS USAGE**

**YURAN TAWARAN: \$50.00**

**NOMBOR RESIT :**

**TARIKH TUTUP : HARI SELASA, 14HB JANUARY 2025**

**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/325/2024/LAB(TC)

#### INVITATION TO TENDER

TO SUPPLY AND DELIVER VARIANT II BETA THALASSAEMIA PROGRAM REAGENT WITH EQUIPMENT RENTAL FOR NATIONAL HAEMATOLOGY REFERENCE LABORATORY, DEPARTMENT OF LABORATORY SERVICES, MINISTRY OF HEALTH FOR A PERIOD OF THREE (3) YEARS USAGE

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|                        |   |
|------------------------|---|
| <b>DELIVERY PERIOD</b> | PREFERABLY 4 – 8 WEEKS AND NO LATER THAN 12 WEEKS AFTER ISSUE OF PURCHASE ORDER |
|------------------------|---|

| <b>NO.</b> | <b>ITEM DESCRIPTIONS AND SPECIFICATIONS</b>    | <b>PACKAGING SIZE</b>         | <b>TOTAL ESTIMATE USAGE / YEAR</b> |
|------------|--|-------------------------------|------------------------------------|
| 1          | VARIANT II $\beta$ -Thalassaemia Short Program | According to analyser offered | 8,500 tests                        |

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

| NO.        | SPECIFICATIONS AND REQUIREMENTS   |
|------------|---|
| <b>1.0</b> | <b>PROVISION OF EQUIPMENT</b>   |
| 1.1        | Supply, deliver, install and commission two (2) units of fully automated Variant II $\beta$ -Thalassaemia short program analyser for National Haematology Reference Laboratory RIPAS Hospital.  |
| 1.2        | One (1) unit of middleware/data manager   |
| 1.3        | Performs quantitatively at least the following Hb: Hb A, Hb A2, Hb F and Hb S   |
| 1.4        | The analyser and CPU should be provided with an un-interrupted power supply (UPS) with minimum half an hour of backup power.  |
| 1.5        | Vendor should provide with a Laser printer which is Ministry of Health IT department compliant and in any case the printer broke down during the tender, replacement should be made by vendor without extra cost to lab.  |
| 1.6        | The Equipment should have approval from International Standard (US FDA or European CE mark).  |
| 1.7        | Method Verification and Quality Control performance study should be done and accepted before the analysers are handed over to the users.  |
| 1.8        | Vendor to ensure connectivity of bidirectional interface between analyser and LIS for real-time data transmission   |
| <b>2.0</b> | <b>EQUIPMENT SPECIFICATION</b>  |
| 2.1        | Two (2) units of Variant II $\beta$ -Thalassaemia short program analyser installed  |
| 2.2        | Throughput: at least 6 samples per hour   |
| 2.3        | Benchtop analyser (small footprint)   |
| 2.4        | Continuous sample load  |
| 2.5        | Sample aspiration volume: Less than 1mL (please specify)  |
| 2.6        | Build-in QC software with Levy Jennings charts and Westgard Multirule monitoring system   |
| 2.7        | Software for peer comparison for internal quality control   |
| 2.8        | Data backup facility which includes back-up software and external data storage (minimum 1TB) for each analyser  |
| <b>3.0</b> | <b>SERVICE AND AFTER SALES SUPPORT</b>  |
| 3.1        | All reagent test kits / consumables supplied throughout this tender shall have a minimum expiry date of <b>twelve (12) months on delivery</b> . Should the reagent or consumable be urgently needed, provision of a reagent test kit or consumable with expiry date of less than <b>twelve (12) months</b> should be first agreed by the User of the particular laboratory before delivery is made.   |
| 3.2        | Letter of Undertaking (LOU) shall be produced upon each delivery of test kit or consumable with expiry date of less than <b>twelve (12) months</b> and vendor shall declare in the LOU that unused, unopened, expired kits will be replaced accordingly. For items which are known to have short expiry date such as those containing red blood cells, list down all such items and vendor shall declare in this tender submission of such items and shall be exempted from submitting LOU upon delivery. |
| 3.3        | <b>Staggered delivery every 4-6 months period directly to the User.</b>   |
| 3.4        | User shall have the rights to refuse delivery of items that do not meet the acceptance criteria such as, but not limited to, the following:<br><ol style="list-style-type: none"> <li>1. <b>Tampered or damaged box</b></li> <li>2. <b>Leakage upon delivery</b></li> </ol>   |

| NO.        | SPECIFICATIONS AND REQUIREMENTS   |
|------------|---|
|            | 3. Items stored pre-delivery not in accordance to manufacturer's instructions<br>4. Expiry date not meeting requirement   |
| 3.5        | User shall have the rights to return any items, and to be replaced at no extra cost, if found not meeting the acceptance criteria upon opening a pack such as, but not limited to, the following: <ol style="list-style-type: none"> <li>1. Tampered or damaged packaging</li> <li>2. Evident of leakage or damaged products</li> <li>3. Expired products that are evidently less than the requirement mentioned in para 4.1 calculated from delivery date</li> <li>4. Leakage upon delivery</li> </ol> |
| 3.6        | Please supply details of the arrangement for 24-hour service support. There should preferably be remote diagnostic facility available. 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.  |
| 3.7        | The supplier SHALL be responsible for the preventive maintenance (Weekly, Monthly, and Quarterly as needed) and breakdown maintenance of the analyzers. Any breakdown should be quickly attended to within 2 hours.   |
| 3.8        | A copy of service report must be submitted to the laboratory whenever service work is done on the instrument.   |
| 3.9        | Spare parts SHALL be supplied by the supplier should any replacement is required during preventive and breakdown maintenance.   |
| 3.10       | Vendor shall aid the user with verification of a comprehensive methods performance for all of the tests listed above including, but not limited to, precision, accuracy, linearity, sensitivity, specificity, carryover, limit of detection or as required by the User depending on the nature of testing. Report of the verification study shall be submitted to the User for approval by the Director of Laboratory Services.   |
| 3.11       | 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>4.0</b> | <b>ENVIRONMENTAL AND INFRASTRUCTURE REQUIREMENTS</b>  |
| 4.1        | The system shall occupy space not more than the present system in the laboratory. If any renovation (electrical and/or environmental) is required, costs shall be borne by Vendor.  |
| 4.2        | Should any renovation is required, Vendor shall comply with the Ministry's procedure for infection control risk assessment (ICRA), implementation and monitoring as set out in the document titled Construction and/or Renovation, Maintenance, Repair and Demolition in the Health Care Setting.   |
| 4.3        | 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.   |
| 4.4        | Electrical Safety – Vendor shall test for and maintain the electrical safety of all equipment and accessory devices installed throughout their usage period. This include conducting electrical safety testing upon installation & during preventive maintenance (at least every six (6) months) using calibrated device. Electrical safety testing report shall be submitted to the laboratory for acceptance.   |
| 4.5        | Temperature and humidity requirement: preferably 22 – 28 °C and up to 80% relative humidity.  |
| 4.6        | Floor area and drainage requirements: preferably adaptable to present facilities.   |
| 4.7        | Heat and noise generation: preferably less than 7,000 BTU per unit and ≤ 65 dBA at the front of the unit while at full operation.   |
| 4.8        | Low generation of hazardous chemical or biological waste.   |
| 4.9        | If biological liquid waste is generated, the supplier shall provide the following for suitable waste containers;  |

| NO.        | SPECIFICATIONS AND REQUIREMENTS   |
|------------|---|
|            | <ul style="list-style-type: none"> <li>i. Two waste containers shall be capped, have an inlet and outlet, easy to handle and do not hold more than 15L of liquid waste</li> <li>ii. When the production of waste liquid is more than 15L/day, a direct waste pipe shall be installed. A pre-dilution container shall be provided with easy access to add disinfectant and dispose of waste liquid. A preventive pipe shall be installed to prevent overflowing liquid waste from the waste containers</li> </ul> <p>Proper guidelines to disinfect the liquid waste that is acceptable to ISO 15189 shall be provided</p> |
| 4.10       | The successful vendor shall keep the area behind of the equipment tidy and clean at all times. All wires and cables shall be properly covered using PVC trunk, flexible wire and cable cover or equivalent that is acceptable to the laboratory.  |
| <b>5.0</b> | <b>LITERATURE</b>   |
| 5.1        | To supply one (1) CD or one (1) set of hard copy of the Operating Manual and Service Manual including circuit diagrams of the equipment shall be provided upon commissioning.   |
| 5.2        | To supply the laboratory with one (1) set of Material Safety Data Sheet (MSDS)  |
| 5.3        | 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:  |
| 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 needs to ensure the key users are updated on any relevant information related to the laboratory testing. They shall provide ONE off-site training 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. Training may be in the form of operator's training, workshop, congress, international conference including 3rd-party conference, or other forms of training that is deemed appropriate and relevant.                       |
| 8.4        | Inviting speakers from overseas to give talks or presentations to the users on topics related to the laboratory testing as part of users' continuous education. Certificate of attendance is to be issued to all trainees after completion of training.   |
| <b>9</b>   | <b>FINANCIAL AGREEMENT</b>  |
| 9.1        | A rental agreement is required over a period of <b>three (3)</b> 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 <b>three (3)</b> 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.  |

| NO. | SPECIFICATIONS AND REQUIREMENTS   |
|-----|---|
| 9.7 | <p><b>EXIT CLAUSE:</b><br/> 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 item(s) set out in this tender is/are no longer required by the laboratory or the Department.</li> <li>3. 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 the Mini Tender Board (<i>Lembaga Tawaran Kecil</i>).</li> </ol> |
| 10  | <p><b>DELIVERY PERIOD:</b><br/> Preferably 4 – 8 weeks and no later than 12 weeks after issue of Purchase Order</p>   |
| 11  | <p><b>PRICE VALIDITY:</b><br/> The quotation shall remain valid for <b>12 MONTHS*</b> 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>Preferably 4-8 weeks and no longer than 12 weeks</b> |   |
| Lab/Section/Unit                       | NATIONAL HAEMATOLOGY REFERENCE LABORATORY               |   |
| Lab/Section/Unit Ref No.:              | DLS/PU/NHRL/2024/21 VARIANT                             |   |
| Person to Contact                      | Name  | : Aimi Diyana Haji Gapor                |
|  | E-mail  | : aimidiyana.gapor@moh.gov.bn           |
|  | Tel. No.  | : 2242424 ext. 6043   Fax No. : 2220869 |
| <b>FOR ADMINISTRATION USE ONLY</b>     |   |   |
| PPM/PROC Ref. No.                      | PPM/PROC/2024/>50k/038(NHRL)                            |   |
| Advertisement Ref. No.                 |   | Date :                                  |



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

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SCHEDULE 1

TENDER FORM

To:

TENDER REFERENCE NO: KK/325/2024/LAB(TC)

INVITATION TO TENDER

**TO SUPPLY AND DELIVER VARIANT II BETA THALASSAEMIA PROGRAM REAGENT WITH EQUIPMENT RENTAL FOR NATIONAL HAEMATOLOGY 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> |  |
|------------------------|--|

| NO. | USER'S REQUIREMENTS                            |                               |                             | VENDOR'S OFFER                       |                                  |                |                               |                      |                   |
|-----|--|-------------------------------|-----------------------------|--------------------------------------|----------------------------------|----------------|-------------------------------|----------------------|-------------------|
|     | 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 TEST (B\$) | TOTAL COSTS (B\$) |
| 1   | VARIANT II $\beta$ -Thalassaemia Short Program | According to analyser offered | 8,500 tests                 |                                      |                                  |                |                               |                      |                   |

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

| NO.        | SPECIFICATIONS AND REQUIREMENTS  | VENDOR'S OFFER<br>(PLEASE STATE) |
|------------|--|----------------------------------|
| <b>1.0</b> | <b>PROVISION OF EQUIPMENT</b>  |                                  |
| 1.1        | Supply, deliver, install and commission two (2) units of fully automated Variant II $\beta$ -Thalassaemia short program analyser for National Haematology Reference Laboratory RIPAS Hospital.                           |                                  |
| 1.2        | One (1) unit of middleware/data manager  |                                  |
| 1.3        | Performs quantitatively at least the following Hb: Hb A, Hb A2, Hb F and Hb S  |                                  |
| 1.4        | The analyser and CPU should be provided with an un-interrupted power supply (UPS) with minimum half an hour of backup power.   |                                  |
| 1.5        | Vendor should provide with a Laser printer which is Ministry of Health IT department compliant and in any case the printer broke down during the tender, replacement should be made by vendor without extra cost to lab. |                                  |
| 1.6        | The Equipment should have approval from International Standard (US FDA or European CE mark).   |                                  |
| 1.7        | Method Verification and Quality Control performance study should be done and accepted before the analysers are handed over to the users.   |                                  |
| 1.8        | Vendor to ensure connectivity of bidirectional interface between analyser and LIS for real-time data transmission  |                                  |
| <b>2.0</b> | <b>EQUIPMENT SPECIFICATION</b>   |                                  |
| 2.1        | Two (2) units of Variant II $\beta$ -Thalassaemia short program analyser installed   |                                  |
| 2.2        | Throughput: at least 6 samples per hour  |                                  |

| NO.        | SPECIFICATIONS AND REQUIREMENTS   | VENDOR'S OFFER<br>(PLEASE STATE) |
|------------|---|----------------------------------|
| 2.3        | Benchtop analyser (small footprint)   |                                  |
| 2.4        | Continuous sample load  |                                  |
| 2.5        | Sample aspiration volume: Less than 1mL (please specify)  |                                  |
| 2.6        | Build-in QC software with Levy Jennings charts and Westgard Multirule monitoring system   |                                  |
| 2.7        | Software for peer comparison for internal quality control   |                                  |
| 2.8        | Data backup facility which includes back-up software and external data storage (minimum 1TB) for each analyser  |                                  |
| <b>3.0</b> | <b>SERVICE AND AFTER SALES SUPPORT</b>  |                                  |
| 3.1        | All reagent test kits / consumables supplied throughout this tender shall have a minimum expiry date of <b>twelve (12) months on delivery</b> . Should the reagent or consumable be urgently needed, provision of a reagent test kit or consumable with expiry date of less than <b>twelve (12) months</b> should be first agreed by the User of the particular laboratory before delivery is made.   |                                  |
| 3.2        | Letter of Undertaking (LOU) shall be produced upon each delivery of test kit or consumable with expiry date of less than <b>twelve (12) months</b> and vendor shall declare in the LOU that unused, unopened, expired kits will be replaced accordingly. For items which are known to have short expiry date such as those containing red blood cells, list down all such items and vendor shall declare in this tender submission of such items and shall be exempted from submitting LOU upon delivery. |                                  |

| NO.  | SPECIFICATIONS AND REQUIREMENTS  | VENDOR'S OFFER<br>(PLEASE STATE) |
|------|--|----------------------------------|
| 3.3  | Staggered delivery every 4-6 months period directly to the User.   |                                  |
| 3.4  | User shall have the rights to refuse delivery of items that do not meet the acceptance criteria such as, but not limited to, the following:<br>1. Tampered or damaged box<br>2. Leakage upon delivery<br>3. Items stored pre-delivery not in accordance to manufacturer's instructions<br>4. Expiry date not meeting requirement   |                                  |
| 3.5  | User shall have the rights to return any items, and to be replaced at no extra cost, if found not meeting the acceptance criteria upon opening a pack such as, but not limited to, the following:<br>1. Tampered or damaged packaging<br>2. Evident of leakage or damaged products<br>3. Expired products that are evidently less than the requirement mentioned in para 4.1 calculated from delivery date<br>4. Leakage upon delivery |                                  |
| 3.6  | Please supply details of the arrangement for 24-hour service support. There should preferably be remote diagnostic facility available. 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.   |                                  |
| 3.7  | The supplier SHALL be responsible for the preventive maintenance (Weekly, Monthly, and Quarterly as needed) and breakdown maintenance of the analyzers. Any breakdown should be quickly attended to within 2 hours.  |                                  |
| 3.8  | A copy of service report must be submitted to the laboratory whenever service work is done on the instrument.  |                                  |
| 3.9  | Spare parts SHALL be supplied by the supplier should any replacement is required during preventive and breakdown maintenance.  |                                  |
| 3.10 | Vendor shall aid the user with verification of a comprehensive methods performance for all of the tests listed above including, but not limited to,  |                                  |

| NO.        | SPECIFICATIONS AND REQUIREMENTS   | VENDOR'S OFFER<br>(PLEASE STATE) |
|------------|---|----------------------------------|
|            | precision, accuracy, linearity, sensitivity, specificity, carryover, limit of detection or as required by the User depending on the nature of testing. Report of the verification study shall be submitted to the User for approval by the Director of Laboratory Services.   |                                  |
| 3.11       | 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>4.0</b> | <b>ENVIRONMENTAL AND INFRASTRUCTURE REQUIREMENTS</b>  |                                  |
| 4.1        | The system shall occupy space not more than the present system in the laboratory. If any renovation (electrical and/or environmental) is required, costs shall be borne by Vendor.  |                                  |
| 4.2        | Should any renovation is required, Vendor shall comply with the Ministry's procedure for infection control risk assessment (ICRA), implementation and monitoring as set out in the document titled Construction and/or Renovation, Maintenance, Repair and Demolition in the Health Care Setting.   |                                  |
| 4.3        | 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.   |                                  |
| 4.4        | Electrical Safety – Vendor shall test for and maintain the electrical safety of all equipment and accessory devices installed throughout their usage period. This include conducting electrical safety testing upon installation & during preventive maintenance (at least every six (6) months) using calibrated device. Electrical safety testing report shall be submitted to the laboratory for acceptance. |                                  |
| 4.5        | Temperature and humidity requirement: preferably 22 – 28 °C and up to 80% relative humidity.  |                                  |

| NO.        | SPECIFICATIONS AND REQUIREMENTS   | VENDOR'S OFFER<br>(PLEASE STATE) |
|------------|---|----------------------------------|
| 4.6        | Floor area and drainage requirements: preferably adaptable to present facilities.   |                                  |
| 4.7        | Heat and noise generation: preferably less than 7,000 BTU per unit and ≤ 65 dBA at the front of the unit while at full operation.   |                                  |
| 4.8        | Low generation of hazardous chemical or biological waste.   |                                  |
| 4.9        | <p>If biological liquid waste is generated, the supplier shall provide the following for suitable waste containers;</p> <ul style="list-style-type: none"> <li>i. Two waste containers shall be capped, have an inlet and outlet, easy to handle and do not hold more than 15L of liquid waste</li> <li>ii. When the production of waste liquid is more than 15L/day, a direct waste pipe shall be installed. A pre-dilution container shall be provided with easy access to add disinfectant and dispose of waste liquid. A preventive pipe shall be installed to prevent overflowing liquid waste from the waste containers</li> </ul> <p>Proper guidelines to disinfect the liquid waste that is acceptable to ISO 15189 shall be provided</p> |                                  |
| 4.10       | The successful vendor shall keep the area behind of the equipment tidy and clean at all times. All wires and cables shall be properly covered using PVC trunk, flexible wire and cable cover or equivalent that is acceptable to the laboratory.  |                                  |
| <b>5.0</b> | <b>LITERATURE</b>   |                                  |
| 5.1        | To supply one (1) CD or one (1) set of hard copy of the Operating Manual and Service Manual including circuit diagrams of the equipment shall be provided upon commissioning.   |                                  |
| 5.2        | To supply the laboratory with one (1) set of Material Safety Data Sheet (MSDS)  |                                  |
| 5.3        | To supply hardcopy of maintenance log with list of details of daily, weekly or scheduled maintenance  |                                  |

| NO. | SPECIFICATIONS AND REQUIREMENTS   | VENDOR'S OFFER<br>(PLEASE STATE) |
|-----|---|----------------------------------|
| 8.0 | <b>TRAINING</b>   |                                  |
|     | Training shall be provided, at no additional cost, as follows:  |                                  |
| 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 needs to ensure the key users are updated on any relevant information related to the laboratory testing. They shall provide ONE off-site training 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. Training may be in the form of operator's training, workshop, congress, international conference including 3rd-party conference, or other forms of training that is deemed appropriate and relevant. |                                  |
| 8.4 | Inviting speakers from overseas to give talks or presentations to the users on topics related to the laboratory testing as part of users' continuous education. Certificate of attendance is to be issued to all trainees after completion of training.   |                                  |
| 9   | <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.  |                                  |



| NO. | SPECIFICATIONS AND REQUIREMENTS  | VENDOR'S OFFER<br>(PLEASE STATE) |
|-----|--|----------------------------------|
| 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 | <p><b>EXIT CLAUSE:</b><br/>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 item(s) set out in this tender is/are no longer required by the laboratory or the Department.</li> <li>3. 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 the Mini Tender Board (<i>Lembaga Tawaran Kecil</i>).</li> </ol> |                                  |
| 10  | <p><b>DELIVERY PERIOD:</b><br/>Preferably 4 – 8 weeks and no later than 12 weeks after issue of Purchase Order</p>   |                                  |
| 11  | <p><b>PRICE VALIDITY:</b><br/>The quotation shall remain valid for <b>12 MONTHS*</b> 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   | <b>Model &amp; Brand</b>               |                |
| B   | <b>Country of Origin</b>               |                |
| C   | <b>Total Price Per Test (CIF): B\$</b> |                |
| D   | <b>Price Ranking:</b>                  | (leave blank)  |
| E   | <b>Where marketed</b>                  |                |
| F   | <b>Year of Manufacture</b>             |                |
| G   | <b>Warranty:</b>                       |                |
| H   | <b>Delivery Time:</b>                  |                |
| I   | <b>Power Requirements:</b>             |                |
| J   | <b>Battery Back-up:</b>                |                |
| K   | <b>International Safety Standard:</b>  |                |

| NO. | GENERAL SPECIFICATIONS            | VENDOR'S OFFER |
|-----|-----------------------------------|----------------|
| 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**

- 1.1 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/325/2024/LAB(TC)

### INVITATION TO TENDER

TO SUPPLY AND DELIVER VARIANT II BETA THALASSAEMIA PROGRAM REAGENT WITH EQUIPMENT RENTAL FOR NATIONAL HAEMATOLOGY REFERENCE LABORATORY, DEPARTMENT OF LABORATORY SERVICES, MINISTRY OF HEALTH FOR A PERIOD OF THREE (3) YEARS USAGE

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### SUBMISSION OF SAMPLE FORM OF (NAME OF TENDERER)

| NO. | TEST/REAGENT NAME                       | SAMPLE SUBMITTED<br>(indicate with ✓) | SAMPLE NOT SUBMITTED<br>(indicate with ✗) | OFFERED/<br>NOT OFFERED<br>(indicate as appropriate) |
|-----|---|---------------------------------------|---|--|
| 1   | VARIANT II β-Thalassaemia Short Program |                                       |   |  |

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:

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### FOR OFFICE USE

Date of receipt : \_\_\_\_\_

Receiving Officer : \_\_\_\_\_