

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/21/2025/HTD	TO PERFORM ONE-OFF PREVENTIVE MAINTENANCE AND REPLACEMENT OF SPARE PARTS FOR SIX (6) UNITS STERIS OPERATING TABLE, MODEL 3085-SP AND 3080-SP	-	DEPARTMENT OF HEALTHCARE TECHNOLOGY	\$10.00	11 <sup>TH</sup> FEB 2025	<p>Nuramaliah binti Haji Jamaludin  Biomedical Engineer  Ministry of Health  Negara Brunei Darussalam  e-mail:  <a href="mailto:nuramaliah.jamaludin@moh.gov.bn">nuramaliah.jamaludin@moh.gov.bn</a></p>

**TENDER REFERENCE NO.: KK/21/2025/HTD**

**MINISTRY OF HEALTH  
NEGARA BRUNEI DARUSSALAM**

**TO PERFORM ONE-OFF PREVENTIVE MAINTENANCE AND  
REPLACEMENT OF SPARE PARTS FOR SIX (6) UNITS  
STERIS OPERATING TABLE, MODEL 3085-SP AND  
3080-SP**

**TENDER FEES : \$10.00**

**RECEIPT NO. :**

**CLOSING DATE : ON TUESDAY, 11TH FEBRUARY 2025**

**TIME : 2.00 PM**

**FOA :**

**THE CHAIRMAN  
MINI TENDER BOARD, TENDER BOX  
GROUND FLOOR, MINISTRY OF HEALTH  
COMMONWEALTH DRIVE  
BANDAR SERI BEGAWAN BB3910  
NEGARA BRUNEI DARUSSALAM**

**(CLUSTERING)**

## SECTION 1

### INSTRUCTIONS TO TENDERERS

#### 1. INTERPRETATION

- 1.1 As used in these Instructions To Tenderers, the following terms shall have the following meanings, except where the context otherwise requires:

**“Government”** means the Government of His Majesty the Sultan and Yang Di-Pertuan of Brunei Darussalam represented by the Ministry of Health, Brunei Darussalam.

**“Government Project Officer”** means the Project Co-ordinator or such other person as the Government may from time to time determine;

**“Services”** means the services to be provided by the Tenderer as described in **Section 2** of this Invitation To Tender;

**“Intellectual Property Rights”** means any rights in respect of or in connection with any confidential information, copyright, patents, design rights, reports, drawings, specification, or eligible layout rights and includes any right to apply for registration of such intellectual property rights;

**“Invitation To Tender”** means this Invitation To Tender, including the Instructions To Tenderers and all of its Sections, inviting Tenderers to offer to meet the Government’s requirements by submitting a Tender in accordance with the requirements of this Invitation To Tender;

**“Specification”** means the specifications and requirements of the Services as described in **Section 2** of this Invitation To Tender;

**“Tender”** means the Tenderer’s response to this Invitation To Tender;

**“Tender Closing Date”** means the date and time specified for the submission of the Tender;

**“Tenderer”** means a person, partnership or any other body (whether corporate or otherwise) who submits a Tender in accordance with this Invitation To Tender;

**“Validity Period”** means the time period during which the Government may accept a Tender.

#### 2. ELIGIBILITY

- 2.1 Only companies which are registered with the Ministry of Health are eligible to participate in this Invitation To Tender and must have valid Business Certificate of Registration.

- 2.2 Tenderers must also have

- licensed in accordance with the Poisons Act (Cap.114) for Invitation To Tender of Medicines;
- valid Certificate of Registration with Ministry of Development with the Class and Categories required for the Invitation To Tender for building development, services or electrical related project.

- 2.2 Tenderers are required to submit their Company’s Certificate of Incorporation or Firm’s Certificate of Registration, as applicable, with their Tender.

### 3. SUBMISSION OF TENDER

3.1 All Tenders must comprise of the following:

3.1.1 the **Tender Form** provided in **Section 3** in this Invitation To Tender duly completed in accordance with the requirements stipulated therein;

3.1.2 the Tender must be in English;

3.1.3 each page must be numbered consecutively;

3.1.4 wherever possible, the Tender submitted should not exceed A4 paper size; and

3.1.5 the Tender must be bound in a form which does not facilitate replacement of pages (i.e. loose leaf binding is not acceptable).

4.2 The Tender must include an address where notices, request, waiver, consent or approval required to be sent by the Government, can be directed to.

4.3 The Tender, including the Tender Form and all other accompanying documents are to be put in an envelope, sealed and must be submitted in **two (2) sets** made up of **one (1) original** and **one (1) duplicate**. All sets shall be bound and clearly labelled as ORIGINAL and DUPLICATE ONE etc. respectively. All Tenders must be addressed to:

*The Chairman  
Mini Tender Board  
Ministry of Health, Jalan Menteri Besar  
Commonwealth Drive, Bandar Seri Begawan BB3910  
Negara Brunei Darussalam*

4.4 The envelope containing the Tender:

(a) shall **not** bear the name or address of the Tenderer, and

(b) shall **have** on its **top left-hand**:

(i) the Tender number;

(ii) the description of project or title of the Tender;

(iii) and the words

**"DO NOT OPEN BEFORE 2.00 p.m., On Tuesday 11<sup>th</sup> February 2025"**  
(the closing date)

4.5 All documents and materials must be submitted at the same time. Materials such as published articles, brochures and pamphlets submitted with the Tender must be stamped with the name of the Tenderer and securely packaged with the Tender.

4.6 Submission of Tender by telex, telegram or facsimile is **not** permitted.

### 5. VALIDITY PERIOD OF TENDER

5.1 Each Tenderer shall for each Tender it submits, maintain a Validity Period of **TWELVE (12) MONTHS** from the Tender Closing Date. Any Tender expressed to be valid for a shorter period may, in the absolute discretion of the Government, be rejected.

5.2 Where the Government seeks an extension of the Validity Period, a request in writing will be forwarded to the Tenderer. The Tenderer shall be required to respond in writing to extend the Validity Period. Failure to respond will result in the Tender not being considered further.

## **6. WITHDRAWAL OF TENDER**

No Tender may be withdrawn after the Tender Closing Date. Any Tenderer who attempts to do so may, in addition to any remedy that the Government may have against it, be liable to be debarred from future Government tender.

## **7. TENDER PRICE**

The Tenderer shall quote in Brunei Dollars in its Tender the all-inclusive price (i.e. CIF price, inclusive of all customs duties and taxes payable whether in or outside Brunei Darussalam) of the Services described in these Invitation To Tender. Tendered prices shall be firm and fixed and remain valid for acceptance for a period of **TWELVE (12) MONTHS** from the Tender Closing Date and during such extension of the period as may afterwards separately be agreed in writing by the Tenderer at the request of the Government. The tendered prices shall be submitted in accordance with the format set out in **Section 3** to this Invitation to Tender.

## **8. SUFFICIENCY OF TENDER PRICE**

The Tenderer shall be deemed to have satisfied itself before tendering as to the correctness and sufficiency of its Tender for the provision of the Services.

## **9. TENDER CLOSING DATE**

All Tenders shall be lodged on or before the Tender Closing Date in accordance with these Instructions to Tenderers.

## **10. LATE TENDERS**

A Tender lodged or received by the Government after the Tender Closing Date shall be disqualified.

## **11. ERRORS IN TENDERS**

11.1 Tenderers are advised to study this Invitation To Tender very carefully before finalising their Tenders for submission. The onus is on the Tenderer to ensure that an accurate and complete Tender is submitted.

11.2 The Government may exclude from consideration, any Tender in which prices are not clearly and legibly stated.

11.3 Where the Tender is on a lump sum basis and an error has been made in the priced bill of quantities to arrive at the tendered lump sum, the Tenderer shall without undue delay make all such alterations in and to the priced bill of quantities as the Government considers necessary for such purpose.

11.4 If the Tenderer fails to make the alterations as directed by the Government and/or fails to do so within the time set by the Government, the Tender shall be deemed to have been withdrawn by the Tenderer.

- 11.5 Where the prices tendered are on a schedule of rates basis and an error has been made in the calculation or summation of the prices, the Tenderer shall be bound by the rates tendered and the Contract sum/total stated in the Tender shall, subject to the agreement of the Tenderer, be altered by the Government to reflect the correct calculation or summation of the prices.
- 11.6 If the Tenderer fails or refuses to agree to the alteration of the Contract sum/total, the Tender shall be deemed to have been withdrawn by the Tenderer.
- 11.7 If a Tenderer becomes aware of any other discrepancy, error or omission in its Tender not referred to or covered in Clauses 11.3 and 11.5 above and wishes to lodge a correction or additional information, it can *only* do so if:
- 11.7.1 the correction or additional information is provided to the Government without undue delay and is done prior to the Tender closing date; and
- 11.7.2 the correction or additional information is provided to the Government in writing and is initialled by the Tenderer.
- 11.8 In all the above circumstances, any correction or addition shall not be used to alter the Tender in any material particular or so as to change the Tender in a material way. Any omission or addition which is deemed by the Government to alter the original Tender in a material particular, the Tender shall be rejected without any liability whatsoever on the part of the Government.

## **12. INVALID TENDERS**

Incomplete Tender submissions and/or Tender submissions received after the Tender Closing Date shall be invalid.

## **13. ACCEPTANCE OF TENDER**

- 13.1 The Government reserves the right not to accept the lowest priced or incomplete Tender or any Tender, and shall not be bound to assign any reason therefor.

## **14. FURTHER INFORMATION**

- 14.1 For further information regarding **Invitation To Tender** please contact Procurement and Supply Section Tel: 2381640 ext. 7873.

- 14.2 For further information regarding **specifications and requirements** please contact the following:

*Nuramaliah binti Haji Jamaludin  
Biomedical Engineer  
Ministry of Health  
Negara Brunei Darussalam  
e-mail: nuramaliah.jamaludin@moh.gov.bn*

## SECTION 2

### SPECIFICATIONS AND REQUIREMENTS

TENDER REFERENCE NO: KK/21/2025/HTD

#### INVITATION TO TENDER

#### TO PERFORM ONE-OFF PREVENTIVE MAINTENANCE AND REPLACEMENT OF SPARE PARTS FOR SIX (6) UNITS STERIS OPERATING TABLE, MODEL 3085-SP AND 3080-SP

##### SCOPE OF WORK

1. Perform one-off preventive maintenance for Operating Table model 3085-SP and 3080-SP, do checklist, adjustment, alignment, testing and commissioning.
  - a. BME6403 with serial number B401707034 (OT 3)
  - b. BME6402 with serial number B401807001 (OT 8)
  - c. BME1451 with serial number B414897064 (OT 7)
  - d. BME1450 with serial number B411297010 (OT 9)
  - e. BME1452 with serial number B414897065(OT 11)
  - f. BME1453 with serial number B411197002 (OT 6)

2. BME6403, S/N: B401707034

Supply and delivery of

- (i) Motor Battery 12V (P/N: P764331-223) - 2 units
- (ii) Control Battery (P/N: P-093908-637) - 2 units
- (iii) Shroud Upper with Labels (P/N: P764332-902) - 1 pc
- (iv) Shroud Middle Intermediate (P/N: P764332-902) - 1 pc
- (v) Shroud Bottom Intermediate (P/N: P141210-468) - 1 pc

3. BME6402, S/N: B401807001

Supply and delivery of

- (i) Table Control Board (P/N: P-141210-546) - 1 pc
- (ii) Hand Control (P/N: P-141210-318) - 1 pc
- (iii) Top-up Oil

4. BME1451, S/N: B414897064

Supply and delivery of

- (i) Motor Battery 12V (P/N: P764331-223) - 2 units
- (ii) Control Battery (P/N: P-093908-637) - 2 units
- (iii) Top-up Oil

5. BME1450, S/N: B411297010

Supply and delivery of

- (i) Motor Battery 12V (P/N: P764331-223) - 2 units
- (ii) Control Battery (P/N: P-093908-637) - 2 units
- (iii) Cover Upper Shroud (P/N: P7643326015) - 1 pc
- (iv) Shroud Bottom Intermediate (P/N: P-146653-528) - 1 pc
- (v) Shroud Top Intermediate (P/N: P-146653-459) - 1 pc

6. BME1452, S/N: B414897065 Supply and delivery of

- (i) Motor Battery 12V (P/N: P764331-223) - 2 pcs
- (ii) Control Battery (P/N: P-093908-637) - 2 pcs
- (iii) Hand Control (P/N: P-141210-318) - 1 pc

7. Service charges for the repair of all five equipment items

<b>NO.</b>	<b>SPAREPART</b>	<b>PART NUMBER</b>	<b>QUANTITY</b>
1	MOTOR BATTERY 12V	P-764331-2238	8
2	CONTROL BATTERY	P-093908-637	8
3	SHROUD UPPER WITH LABELS	P-764332-902	1
4	SHROUD MIDDLE INTERMEDIATE	P-141210-469	1
5	SHROUD BOTTOM INTERMEDIATE	P-141210-468	1
6	TABLE CONTROL BOARD	P-141210-546	1
7	HAND CONTROL	P-141210-318	2
8	OIL	-	2
9	COVER UPPER SHROUD	P764336015	1
10	SHROUD BOTTOM INTERMEDIATE	P-146653-528	1
11	SHROUD TOP INTERMEDIATE	P-146653-459	1
12	PERFORM ONE-OFF PREVENTIVE MAINTENANCE FOR OPERATING	-	6
13	SERVICE CHARGE FOR REPAIR	-	5



**SECTION 3**

**TENDER FORM**

To:

**TENDER REFERENCE NO: KK/21/2025/HTD**

**INVITATION TO TENDER**

**TO PERFORM ONE-OFF PREVENTIVE MAINTENANCE AND REPLACEMENT OF SPARE PARTS FOR SIX (6) UNITS STERIS OPERATING TABLE, MODEL 3085-SP AND 3080-SP**

<b>NO.</b>	<b>SPAREPART</b>	<b>PART NUMBER</b>	<b>QUANTITY</b>	<b>PRICE (B\$)</b>
1	MOTOR BATTERY 12V	P-764331-2238	8	
2	CONTROL BATTERY	P-093908-637	8	
3	SHROUD UPPER WITH LABELS	P-764332-902	1	
4	SHROUD MIDDLE INTERMEDIATE	P-141210-469	1	
5	SHROUD BOTTOM INTERMEDIATE	P-141210-468	1	
6	TABLE CONTROL BOARD	P-141210-546	1	
7	HAND CONTROL	P-141210-318	2	
8	OIL	-	2	
9	COVER UPPER SHROUD	P764336015	1	
10	SHROUD BOTTOM INTERMEDIATE	P-146653-528	1	
11	SHROUD TOP INTERMEDIATE	P-146653-459	1	
12	PERFORM ONE-OFF PREVENTIVE MAINTENANCE FOR OPERATING	-	6	
13	SERVICE CHARGE FOR REPAIR	-	5	
<b>TOTAL PRICE (B\$)</b>				

1. We offer and undertake on your acceptance of our Tender to provide the above mentioned services 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)** CALENDAR MONTHS FROM THE TENDER CLOSING DATE.
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