REFERENCE OF TENDER	DESCRIPTION OF TENDER	TIME PERIOD OF TENDER	DEPARTMENT/ DIVISION/UNIT REQUESTING TENDER	FEES	CLOSING DATE NOT LATER THAN 12.00PM	FOCAL PERSON
KK/60/2025/UPP(TC)	SUPPLY AND DELIVERY MEDICAL ITEMS (SPLINTING MATERIALS) FOR OCCUPATIONAL THERAPY, RAJA ISTERI PENGIRAN ANAK SALEHA (RIPAS) FOR A PERIOD OF THREE (3) YEARS	3 YEARS	RIPAS HOSPITAL	\$30.00	8 TH APRIL 2025	Munirah Atirah binti Haji Sahidi Head of Occupational Therapy Raja Isteri Pengiran anak Saleha (RIPAS) Hospital Negara Brunei Darussalam Contact No: 2242424 Ext 5731 email: munirah.sahidi@moh.gov.bn

TENDER REFERENCE NO.: KK/60/2025/UPP(TC)

MINISTRY OF HEALTH NEGARA BRUNEI DARUSSALAM

SUPPLY AND DELIVERY MEDICAL ITEMS (SPLINTING MATERIALS) FOR OCCUPATIONAL THERAPY, RAJA ISTERI PENGIRAN ANAK SALEHA (RIPAS) FOR A PERIOD OF THREE (3) YEARS

TENDER FEES : \$30.00

RECEIPT NO. :

CLOSING DATE: ON TUESDAY, 08TH APRIL 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

(NON CLUSTERING)

SECTION 2

SPECIFICATIONS

TENDER REFERENCE NO: KK/60/2025/UPP(TC)

INVITATION TO TENDER

SUPPLY AND DELIVERY MEDICAL ITEMS (SPLINTING MATERIALS) FOR OCCUPATIONAL THERAPY RAJA ISTERI PENGIRAN ANAK SALEHA HOSPITAL FOR A PERIOD OF THREE (3) YEARS

DELIVERY PERIOD NOT LATER THAN 4 WEEKS STAGGERED DELIVERY UPON REQUEST	
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NO	ITEM DESCRIPTIONS	SPECIFICATIONS	PACKING SIZE	ESTIMATED QUANTITY USAGE PER YEAR
1	Splint Material: Aquaplast Original 19% optiperf	 Aquaplast Original 19% optiperf Size: 1.6 mm x 46 cm x 61 cm Colour: beige 	PIECE	50
2	Splint Material: Aquaplast Original 19% optiperf	 Aquaplast Original 19% optiperf Size: 2.4 mm x 46 cm x 61 cm Colour: beige 	PIECE	50
3	Splint Material: ORFLIGHT - SHEET MATERIAL	 ORFLIGHT – SHEET MATERIAL Thickness 1.6m Perforation types: micro perforation 	PIECE	30
4	Splint Material: ORFIT COLORS NS	 ORFIT COLORS NS Thickness: 2.0mm Perforation types: micro perforation Colours: 50x Atomic Blue x y y y 	PIECE	50
5	Splint Material: Polyform Light Solid	 Polyform Light Solid Size: 1.6 mm x 31 mm x 46 cm Colour: white 4 per case 	вох	15
6	Splint Material: Polyform Light Solid	 Polyform Light Solid Size: 2.4 mm x 31 mm x 46 cm Colour: white 4 per case 	вох	15
7	Ready Made Wrist Splint	 Ready Made Wrist Splint Small Size (Right): 120 Small Size (Left):120 Medium Size (Right): 120 Medium Size (Left): 120 	PIECE	150
8	Adhesive Velcro Hook: Translucent Velcro brand Self-Adhesive Hook -	 Translucent Velcro brand Self-Adhesive Hook Low Profile HTH Size: 25 mm x 23m/roll 	ROLL	10

NO	ITEM DESCRIPTIONS	SPECIFICATIONS	PACKING SIZE	ESTIMATED QUANTITY USAGE PER YEAR
9	Adhesive Velcro Hook: Translucent Velcro brand Self-Adhesive Hook -	 Translucent Velcro brand Self-Adhesive Hook Low Profile HTH Size: 50 mm x 23m/ roll 	ROLL	5
10	Strapping Material: Velcro brand Sew on Loop (non-adhesive)	 Velcro brand Sew on Loop (non-adhesive) Size: 25 mm width x 25m reel Colour: beige 	ROLL	35
11	Strapping Material: Velcro brand Thin Strapping Material	 Velcro brand Thin Strapping Material Size: 13 mm x 9 m/roll Colour: white 	ROLL	5
12	Strapping Material: Roylan foam-2 strapping material (width 5cm)	 Roylan foam-2 strapping material (width 5cm) Colour: beige Size: 6.4 mm thick x 5 cm x 4.6m 	ROLL	3
13	Strapping Material: Roylan foam-2 strapping material (width 5cm)	 Roylan foam-2 strapping material (width 5cm) Colour: beige Size: 6.4 mm thick x 15 cm x 4.6m 	ROLL	3
14	Stretch Elasticised Loop (Roylan)	Stretch Elasticised Loop (Roylan)Size: 2.5 cm x 23 m / roll	ROLL	8
15	Stretch Elasticised Loop (Roylan)	Stretch Elasticised Loop (Roylan)Size: 5 cm x 23 m / roll	ROLL	8
16	Cica Care gel sheet	Cica Care gel sheetSize: 12 cm x 15 cm,1 sheet/box	UNIT	30
17	Therapeutic Putty Texture: medium soft, red colour, 2.3kg/unit	Therapeutic PuttyTexture: medium soft, red colour, 2.3kg/unit	вох	10
18	Therapeutic Putty Texture: medium soft, green colour, 2.3kg/unit	Therapeutic PuttyTexture: medium soft, green colour, 2.3kg/unit	вох	10
19	Roylan Heat Pan Liners	Roylan Heat Pan LinersSize: 38 cm x 61 cm	ROLL	12
20	Neoprene Sheets	Neoprene SheetsSize: 1mm x 46 cm x 61 cmColour: green	PIECE	5
21	Neoprene Sheets	 Neoprene Sheets Size: 2 mm x 46 cm x 61 cm Colour: beige 	PIECE	5
22	ORFIT SELF-ADHESIVE HOOK TAPE – 25mm (1" width)	 ORFIT SELF-ADHESIVE HOOK TAPE – 25mm (1" width Length: 25m Colour: White 	ROLL	5
23	Rolyan Sof-Stretch Extension Splint	X-Small: 30 Small: 30 Medium: 25	PIECE	30

NO	ITEM DESCRIPTIONS		SPECIFICATIONS	PACKING SIZE	ESTIMATED QUANTITY USAGE PER YEAR
24	Dynamic Finger Extension Splint (Capener Splint)	•	X-Small: 20 Small: 20 Medium: 20	PIECE	20
25	Oval 8 Splints	•	Size 3: 30 Size 4: 30 Size 5: 50 Size 6: 50 Size 7: 50 Size 8: 30	PIECE	50
26	Stax Finger Splints		Size 1: 30 Size 2: 50 Size 3: 50 Size 4: 30	PIECE	50

NO.	TERMS AND CONDITIONS
1	Tenderer must be registered with the Ministry of Health.
2	TENDER FORM should be filled completely including the USER REQUIREMENT FORM (if available). Submission of incomplete form <u>MAY</u> cause DISQUALIFICATION OF TENDER .
3	Each tenderer is allowed to quote ONE BRAND WITH ONE PRICE ONLY for each item. Submission of more than one brand and price will cause DISQUALIFICATION OF TENDER.
4	All consumables supplied throughout this tender <u>shall</u> have a minimum expiry date of twelve (12) months / on delivery. Should the consumables be urgently needed, provision of consumables with expiry date of less than twelve (12) months should be first agreed by the User before delivery is made.
5	Brochures / catalogues should be submitted / attached with tender document.
6	Samples should be submitted together with tender or within fourteen (14 days) of the tender closing date (if applicable).
7	DELIVERY PERIOD: Not later than 4 weeks Staggered delivery upon request
8	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).

Section/Uni	Section/Unit Ref No.:			
Person to Contact	Name:	MUNIRAH' ATIRAH BINTI HAJU SAHIDI HEAD OF OCCUPATIONAL THERAPY UNIT RAJA ISTERI PENGIRAN ANAK SALEHA	Tel. No.:	2242424
	E-mail:	munirah.sahidi@MOH.GOV.BN	Fax No.:	

SCHEDULE 1

TENDER FORM

To:

TENDER REFERENCE NO: KK/60/2025/UPP(TC)

INVITATION TO TENDER

SUPPLY AND DELIVERY MEDICAL ITEMS (SPLINTING MATERIALS) FOR OCCUPATIONAL THERAPY RAJA ISTERI PENGIRAN ANAK SALEHA HOSPITAL FOR A PERIOD OF THREE (3) YEARS

TENDER OF (name of tenderer) Company/Business Registration No Tender Closing Date:	
DELIVERY PERIOD	

NO.	ITEM DESCRIPTIONS	SPECIFICATIONS	PACKING SIZE	ESTIMATED QUANTITY USAGE PER YEAR	ITEM DESCRIPTIONS AND SPECIFICATIONS	PART/ CATALOGUE NUMBER AND BRAND	PACKING SIZE	TOTAL QUANTITY OFFERED PER YEAR	COST PER PACK (COST PER UNIT) (B\$)	TOTAL COSTS (1 YEAR) (B\$)	TOTAL COSTS (3 YEARS) (B\$)
1	Splint Material: Aquaplast Original 19% optiperf	 Aquaplast Original 19% optiperf Size: 1.6 mm x 46 cm x 61 cm Colour: beige 	PIECE	50							
2	Splint Material: Aquaplast Original 19% optiperf	 Aquaplast Original 19% optiperf Size: 2.4 mm x 46 cm x 61 cm 	PIECE	50							

NO.	ITEM DESCRIPTIONS	SPECIFICATIONS	PACKING SIZE	ESTIMATED QUANTITY USAGE PER YEAR	ITEM DESCRIPTIONS AND SPECIFICATIONS	PART/ CATALOGUE NUMBER AND BRAND	PACKING SIZE	TOTAL QUANTITY OFFERED PER YEAR	COST PER PACK (COST PER UNIT) (B\$)	TOTAL COSTS (1 YEAR) (B\$)	TOTAL COSTS (3 YEARS) (B\$)
		Colour: beige									
3	Splint Material: ORFLIGHT – SHEET MATERIAL	 ORFLIGHT – SHEET MATERIAL Thickness 1.6m Perforation types: micro perforation 	PIECE	30							
4	Splint Material: ORFIT COLORS NS	 ORFIT COLORS NS Thickness: 2.0mm Perforation types: micro perforation Colours: 50x Atomic Blue 50 x Dominant Black 50 x Violet 	PIECE	50							
5	Splint Material: Polyform Light Solid	 Polyform Light Solid Size: 1.6 mm x 31 mm x 46 cm Colour: white 4 per case 	вох	15							
6	Splint Material: Polyform Light Solid	 Polyform Light Solid Size: 2.4 mm x 31 mm x 46 cm Colour: white 4 per case 	вох	15							
7	Ready Made Wrist Splint	Ready Made Wrist Splint	PIECE	150							

NO.	ITEM DESCRIPTIONS	SPECIFICATIONS	PACKING SIZE	ESTIMATED QUANTITY USAGE PER YEAR	ITEM DESCRIPTIONS AND SPECIFICATIONS	PART/ CATALOGUE NUMBER AND BRAND	PACKING SIZE	TOTAL QUANTITY OFFERED PER YEAR	COST PER PACK (COST PER UNIT) (B\$)	TOTAL COSTS (1 YEAR) (B\$)	TOTAL COSTS (3 YEARS) (B\$)
		 Small Size (Right): 120 Small Size (Left):120 Medium Size (Right): 120 Medium Size (Left): 120 									
8	Adhesive Velcro Hook: Translucent Velcro brand Self-Adhesive Hook	 Translucent Velcro brand Self- Adhesive Hook Low Profile HTH Size: 25 mm x 23m/roll 	ROLL	10							
9	Adhesive Velcro Hook: Translucent Velcro brand Self-Adhesive Hook	 Translucent Velcro brand Self- Adhesive Hook Low Profile HTH Size: 50 mm x 23m/ roll 	ROLL	5							
10	Strapping Material: Velcro brand Sew on Loop (non- adhesive)	 Velcro brand Sew on Loop (non-adhesive) Size: 25 mm width x 25m reel Colour: beige 	ROLL	35							
11	Strapping Material: Velcro brand Thin Strapping Material	 Velcro brand Thin Strapping Material Size: 13 mm x 9 m/roll Colour: white 	ROLL	5							

NO.	ITEM DESCRIPTIONS	SPECIFICATIONS	PACKING SIZE	ESTIMATED QUANTITY USAGE PER YEAR	ITEM DESCRIPTIONS AND SPECIFICATIONS	PART/ CATALOGUE NUMBER AND BRAND	PACKING SIZE	TOTAL QUANTITY OFFERED PER YEAR	COST PER PACK (COST PER UNIT) (B\$)	TOTAL COSTS (1 YEAR) (B\$)	TOTAL COSTS (3 YEARS) (B\$)
12	Strapping Material: Roylan foam-2 strapping material (width 5cm)	 Roylan foam-2 strapping material (width 5cm) Colour: beige Size: 6.4 mm thick x 5 cm x 4.6m 	ROLL	3							
13	Strapping Material: Roylan foam-2 strapping material (width 5cm)	 Roylan foam-2 strapping material (width 5cm) Colour: beige Size: 6.4 mm thick x 15 cm x 4.6m 	ROLL	3							
14	Stretch Elasticised Loop (Roylan)	 Stretch Elasticised Loop (Roylan) Size: 2.5 cm x 23 m / roll 	ROLL	8							
15	Stretch Elasticised Loop (Roylan)	 Stretch Elasticised Loop (Roylan) Size: 5 cm x 23 m / roll 	ROLL	8							
16	Cica Care gel sheet	 Cica Care gel sheet Size: 12 cm x 15 cm, 1 sheet/box 	UNIT	30							
17	Therapeutic Putty Texture: medium soft, red colour, 2.3kg/unit		вох	10							
18	Therapeutic Putty Texture: medium	Therapeutic PuttyTexture: medium	вох	10							

NO.	ITEM DESCRIPTIONS	SPECIFICATIONS	PACKING SIZE	ESTIMATED QUANTITY USAGE PER YEAR	ITEM DESCRIPTIONS AND SPECIFICATIONS	PART/ CATALOGUE NUMBER AND BRAND	PACKING SIZE	TOTAL QUANTITY OFFERED PER YEAR	COST PER PACK (COST PER UNIT) (B\$)	TOTAL COSTS (1 YEAR) (B\$)	TOTAL COSTS (3 YEARS) (B\$)
	soft, green colour, 2.3kg/unit	soft, green colour, 2.3kg/unit									
19	Roylan Heat Pan Liners	Roylan Heat Pan LinersSize: 38 cm x 61 cm	ROLL	12							
20	Neoprene Sheets	Neoprene SheetsSize: 1mm x 46 cm x 61 cmColour: green	PIECE	5							
21	Neoprene Sheets	Neoprene SheetsSize: 2 mm x 46 cm x 61 cmColour: beige	PIECE	5							
22	ORFIT SELF- ADHESIVE HOOK TAPE – 25mm (1" width)	 ORFIT SELF- ADHESIVE HOOK TAPE – 25mm (1" width Length: 25m Colour: White 	ROLL	5							
23	Rolyan Sof- Stretch Extension Splint	X-Small: 30 Small: 30 Medium: 25	PIECE	30							
24	Dynamic Finger Extension Splint (Capener Splint)	X-Small: 20 Small: 20 Medium: 20	PIECE	20							
25	Oval 8 Splints	Size 3: 30 Size 4: 30 Size 5: 50 Size 6: 50 Size 7: 50	PIECE	50							

NO.	ITEM DESCRIPTIONS	SPECIFICATIONS	PACKING SIZE	ESTIMATED QUANTITY USAGE PER YEAR	ITEM DESCRIPTIONS AND SPECIFICATIONS	PART/ CATALOGUE NUMBER AND BRAND	PACKING SIZE	TOTAL QUANTITY OFFERED PER YEAR	COST PER PACK (COST PER UNIT) (B\$)	TOTAL COSTS (1 YEAR) (B\$)	TOTAL COSTS (3 YEARS) (B\$)
		Size 8: 30									
26	Stax Finger Splints	Size 1: 30 Size 2: 50 Size 3: 50 Size 4: 30	PIECE	50							
	TOTAL PRICE (B\$)										

NO.	TERMS AND CONDITIONS	VENDOR'S OFFER (PLEASE STATE)
1	Tenderer must be registered with the Ministry of Health.	
2	TENDER FORM should be filled completely including the USER REQUIREMENT FORM (if available). Submission of incomplete form MAY cause DISQUALIFICATION OF TENDER.	
3	Each tenderer is allowed to quote ONE BRAND WITH ONE PRICE ONLY for each item. Submission of more than one brand and price will cause DISQUALIFICATION OF TENDER.	
4	All consumables supplie d throughout this tender shall have a minimum expiry date of twelve (12) months / on delivery. Should the consumables be urgently needed, provision of consumables with expiry date of less than twelve (12) months should be first agreed by the User before delivery is made.	
5	Brochures / catalogues should be submitted / attached with tender document.	
6	Samples should be submitted together with tender or within fourteen (14 days) of the tender closing date (if applicable).	
7	DELIVERY PERIOD: Not later than 4 weeks Staggered delivery upon request	(Yes / No) (If No, please specify)
8	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 <u>TWELVE (12) CALENDER</u> 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	sday of	,2024.
Signature of authorised officer of		Tenderer's official stamp:
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 Medical 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 subcontractor. An alliance is defined as a formal and binding business relationship between the allied parties.

Table 3.1 Responsibility Table

		Alliance Relationship between Contractor and Sub-contractor(s)			
Company Name	Responsibility Description	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/60/2025/UPP(TC)

INVITATION TO TENDER SUPPLY AND DELIVERY MEDICAL ITEMS (SPLINTING MATERIALS) FOR OCCUPATIONAL THERAPY RAJA ISTERI PENGIRAN ANAK SALEHA HOSPITAL FOR A PERIOD OF THREE (3) YEARS

SUBMISSION OF SAMPLE FORM OF (NAME OF TENDERER)

ITEM NO.	DESCRIPITON	SAMPLE SUBMITTED (indicate with)	SAMPLE NOT SUBMITTED (indicate with X)	OFFERED/ NOT OFFERED (indicate as appropriate)
1	Splint Material: Aquaplast Original 19% optiperf			
2	Splint Material: Aquaplast Original 19% optiperf			
3	Splint Material: ORFLIGHT – SHEET MATERIAL			
4	Splint Material: ORFIT COLORS NS			
5	Splint Material: Polyform Light Solid			
6	Splint Material: Polyform Light Solid			
7	Ready Made Wrist Splint			
8	Adhesive Velcro Hook: Translucent Velcro brand Self- Adhesive Hook			
9	Adhesive Velcro Hook: Translucent Velcro brand Self- Adhesive Hook			
10	Strapping Material: Velcro brand Sew on Loop (non-adhesive)			
11	Strapping Material: Velcro brand Thin Strapping Material			
12	Strapping Material: Roylan foam- 2 strapping material (width 5cm)			
13	Strapping Material: Roylan foam- 2 strapping material (width 5cm)			
14	Stretch Elasticised Loop (Roylan)			

ITEM NO.	DESCRIPITON	SAMPLE SUBMITTED (indicate with)	SAMPLE NOT SUBMITTED (indicate with X)	OFFERED/ NOT OFFERED (indicate as appropriate)				
15	Stretch Elasticised Loop (Roylan)							
16	Cica Care gel sheet							
17	Therapeutic Putty Texture: medium soft, red colour, 2.3kg/unit							
18	Therapeutic Putty Texture: medium soft, green colour, 2.3kg/unit							
19	Roylan Heat Pan Liners							
20	Neoprene Sheets							
21	Neoprene Sheets							
22	ORFIT SELF-ADHESIVE HOOK TAPE – 25mm (1" width)							
23	Rolyan Sof-Stretch Extension Splint							
24	Dynamic Finger Extension Splint (Capener Splint)							
25	Oval 8 Splints							
26	Stax Finger Splints							
We un consid	We understand as stated in the Instructions To Tenderers that Tenders without samples shall not be considered.							
Name:	(Signature of authorized officer of Tenderer) Name: Designation: Date:							
	FOR OFFICE USE							
Date o	Date of receipt :							
Receiv	Receiving Officer :							