

TENDER REF. NO.: KK/325/2025/LAB(TC)

**MINISTRY OF HEALTH
NEGARA BRUNEI DARUSSALAM**

**TO SUPPLY AND DELIVER LABORATORY CONSUMABLES
FOR NATIONAL CLINICAL MICROBIOLOGY REFERENCE
LABORATORY, DEPARTMENT OF LABORATORY
SERVICES, MINISTRY OF HEALTH FOR A PERIOD OF FIVE
(5) YEARS USAGE**

TENDER FEES : \$10.00

RECEIPT NO. :

CLOSING DATE : ON TUESDAY, 11th November 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 2

SPECIFICATIONS AND REQUIREMENTS

TENDER REFERENCE NO: KK/325/2025/LAB(TC)

INVITATION TO TENDER

TO SUPPLY AND DELIVER LABORATORY CONSUMABLES FOR NATIONAL CLINICAL MICROBIOLOGY REFERENCE LABORATORY, DEPARTMENT OF LABORATORY SERVICES, MINISTRY OF HEALTH FOR A PERIOD OF FIVE (5) YEARS USAGE

DELIVERY PERIOD	PREFERABLY 4 – 8 WEEKS AND NO LATER THAN 12 WEEKS AFTER ISSUE OF PURCHASE ORDER
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NO.	ITEM DESCRIPTIONS AND SPECIFICATIONS	PACKAGING SIZE	TOTAL ESTIMATE USAGE / YEAR
1	1μL STERILE DISPOSABLE INOCULATION LOOP Used for inoculation, transfer and spreading (plate streaking) of microbiological specimens.	1000 PIECES/ BOX OR EQUIVALENT	120 BOXES
2	10μL STERILE DISPOSABLE INOCULATION LOOP Used for inoculation, transfer and spreading (plate streaking) of microbiological specimens.	1000 PIECES/ BOX OR EQUIVALENT	120 BOXES
3	STERILE PETRI DISH Used for the cultivation of different microorganisms by filling it with nutrient medium.	500 PIECES/BOX	10 BOXES
4	IMMERSION OIL Used to increase the resolving power in light microscopy for microscopic examinations.	500ml/BOTTLE	6 BOTTLES

NO.	SPECIFICATIONS AND REQUIREMENTS
1	1µL STERILE DISPOSABLE INOCULATION LOOP
1.1	1µl calibrated loop made of plastic, must be sterile and for single use only (disposable).
1.2	The loops should be smooth and flexible enough for perfect, gouge free streaking yet rigid enough to penetrate the media for sub-surface inoculation.
1.3	Ready-to-use and no flaming required.
1.4	Packed in an easy to open pouch for fast and easy access.
1.5	Packaging size of either 10-20 pieces per pack.
2	10µL STERILE DISPOSABLE INOCULATION LOOP
2.1	10µl calibrated loop made of plastic, must be sterile and for single use only (disposable)
2.2	The loops should be smooth and flexible enough for perfect, gouge free streaking yet rigid enough to penetrate the media for sub-surface
2.3	Ready-to-use and no flaming required.
2.4	Packed in an easy to open pouch for fast and easy access.
2.5	Packaging size of either 10-20 pieces per pack.
3	STERILE PETRI DISH
3.1	Dimension: 90mm diameter x 15mm height
3.2	Single vented, stackable with flat base, disposable (single use) and sterilised by gamma radiation.
3.3	Made of biomedical-grade, crystal polystyrene with excellent optical clarity.
3.4	Packaging size of either 10 or 20 pieces per pack
4	IMMERSION OIL
4.1	Must be non-carcinogenic and non-toxic
4.2	Packaging size: 500mL bottle
4.3	Clear, colourless, non-drying, non-hardening oil with refractive indexes of around 1.51.
4.4	For normal light microscopy: Type A (low viscosity)
5	All reagent test kits / consumables supplied throughout this tender <u>shall</u> have a minimum expiry date of twelve (12) months on delivery . Should the reagent or consumable be urgently needed, provision of a reagent test kit or consumable with expiry date of less than twelve (12) months should be first agreed by the User of the particular laboratory before delivery is made.
6	Letter of Undertaking (LOU) shall be produced upon each delivery of test kit or consumable with expiry date of less than twelve (12) months 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.
7	Staggered delivery every 3 months period directly to the User.
8	Product inserts and MSDS shall be provided to the User.

9	Vendor shall provide batch validation or quality control documentation (e.g., Certificate of Analysis, CoA) for each lot of consumables supplied.
10	International markings: products must be CE marked or equivalent standards that are acceptable to the users.
11	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: 1. Tampered or damaged box 2. Items stored pre-delivery not in accordance to manufacturer's instructions 3. Expiry date not meeting requirement
12	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: 1. Tampered or damaged packaging 2. Evident of leakage or damaged products 3. Expired products that are evidently less than the requirement mentioned in para 1 calculated from delivery date
13	Vendor shall submit samples of the offered items directly to the Users no later than 7 days after the Closing Date of this advertisement or as required by the Users.
14	FINANCIAL AGREEMENT
14.1	Supply of the test kit including reagents, consumables and/or accessories is based on the number of kits required in the Purchase Order according to an agreed schedule period as stated in para 2.
14.2	Buffer stock of the test kit including reagents, consumables and accessories shall be available at the local representative as contingency.
14.3	Should there be any discontinuity of reagents / consumables due to non-compliance in the manufacturing of reagents; the vendor must be able to provide an alternative so that the test requests / services are still available for the customers.
14.4	EXIT CLAUSE: 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: 1. When the testing is no longer required or relevant i.e. test is obsolete, to the laboratory or the Department. 2. When the item(s) set out in this tender is/are no longer required by the laboratory or the Department. 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>).
15	DELIVERY PERIOD: Preferably 4 – 8 weeks and no later than 12 weeks after issue of Purchase Order
16	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/2025/A50K/06_CONS		
Person to Contact	Name	: Muhd Jazli @ Muhd Syafiq Hj Sufri	
	E-mail	: jazli.sufri@moh.gov.bn	
	Tel. No.	: 2242424 ext. 6329	Fax No.: 2220869
FOR ADMINISTRATION USE ONLY			
PPM/PROC Ref. No.	PPM/PROC/2025/>50K/025(MIC)		
Advertisement Ref. No.		Date :	

SECTION 3
FORMS TO BE USED

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SCHEDULE 1

TENDER FORM

To:

TENDER REFERENCE NO: KK/325/2025/LAB(TC)

INVITATION TO TENDER

TO SUPPLY AND DELIVER LABORATORY CONSUMABLES FOR NATIONAL CLINICAL MICROBIOLOGY REFERENCE LABORATORY,
DEPARTMENT OF LABORATORY SERVICES, MINISTRY OF HEALTH FOR A PERIOD OF FIVE (5) YEARS

TENDER OF (*name of tenderer*) _____

Company/Business Registration No _____

Tender Closing Date _____

DELIVERY PERIOD	
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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	1µL STERILE DISPOSABLE INOCULATION LOOP Used for inoculation, transfer and spreading (plate streaking) of microbiological specimens.	1000 PIECES/ BOX OR EQUIVALENT	120 BOXES						
2	10µL STERILE DISPOSABLE INOCULATION LOOP Used for inoculation, transfer and spreading (plate streaking) of microbiological specimens.	1000 PIECES/ BOX OR EQUIVALENT	120 BOXES						

	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\$)
3	STERILE PETRI DISH Used for the cultivation of different microorganisms by filling it with nutrient medium.	500 PIECES/BOX	10 BOXES						
4	IMMERSION OIL Used to increase the resolving power in light microscopy for microscopic examinations.	500ml/BOTTLE	6 BOTTLES						
TOTAL PRICE PER YEAR (B\$)									
TOTAL PRICE FOR FIVE (5) YEARS (B\$)									

NO.	SPECIFICATIONS AND REQUIREMENTS	VENDOR'S OFFER (PLEASE STATE)
1	1µL STERILE DISPOSABLE INOCULATION LOOP	
1.1	1µl calibrated loop made of plastic, must be sterile and for single use only (disposable).	
1.2	The loops should be smooth and flexible enough for perfect, gouge free streaking yet rigid enough to penetrate the media for sub-surface inoculation.	
1.3	Ready-to-use and no flaming required.	
1.4	Packed in an easy to open pouch for fast and easy access.	
1.5	Packaging size of either 10-20 pieces per pack.	
2	10µL STERILE DISPOSABLE INOCULATION LOOP	
2.1	10µl calibrated loop made of plastic, must be sterile and for single use only (disposable)	
2.2	The loops should be smooth and flexible enough for perfect, gouge free streaking yet rigid enough to penetrate the media for sub-surface	
2.3	Ready-to-use and no flaming required.	
2.4	Packed in an easy to open pouch for fast and easy access.	
2.5	Packaging size of either 10-20 pieces per pack.	
3	STERILE PETRI DISH	
3.1	Dimension: 90mm diameter x 15mm height	

NO.	SPECIFICATIONS AND REQUIREMENTS	VENDOR'S OFFER (PLEASE STATE)
3.2	Single vented, stackable with flat base, disposable (single use) and sterilised by gamma radiation.	
3.3	Made of biomedical-grade, crystal polystyrene with excellent optical clarity.	
3.4	Packaging size of either 10 or 20 pieces per pack	
4	IMMERSION OIL	
4.1	Must be non-carcinogenic and non-toxic	
4.2	Packaging size: 500mL bottle	
4.3	Clear, colourless, non-drying, non-hardening oil with refractive indexes of around 1.51.	
4.4	For normal light microscopy: Type A (low viscosity)	
5	All reagent test kits / consumables supplied throughout this tender <u>shall</u> have a minimum expiry date of twelve (12) months on delivery . Should the reagent or consumable be urgently needed, provision of a reagent test kit or consumable with expiry date of less than twelve (12) months should be first agreed by the User of the particular laboratory before delivery is made.	
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7	Staggered delivery every 3 months period directly to the User.	

NO.	SPECIFICATIONS AND REQUIREMENTS	VENDOR'S OFFER (PLEASE STATE)
8	Product inserts and MSDS shall be provided to the User.	
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NO.	SPECIFICATIONS AND REQUIREMENTS	VENDOR'S OFFER (PLEASE STATE)
14.4	EXIT CLAUSE: 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: 1. When the testing is no longer required or relevant i.e. test is obsolete, to the laboratory or the Department. 2. When the item(s) set out in this tender is/are no longer required by the laboratory or the Department. 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>).	
15	DELIVERY PERIOD: Preferably 4 – 8 weeks and no later than 12 weeks after issue of Purchase Order	
16	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

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
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/325/2025/LAB(TC)

**INVITATION TO TENDER
TO SUPPLY AND DELIVER LABORATORY CONSUMABLES FOR NATIONAL CLINICAL
MICROBIOLOGY REFERENCE LABORATORY, DEPARTMENT OF LABORATORY SERVICES,
MINISTRY OF HEALTH FOR A PERIOD OF FIVE (5) YEARS**

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	1µL STERILE DISPOSABLE INOCULATION LOOP ▪ Used for inoculation, transfer and spreading (plate streaking) of microbiological specimens.			
2	10µL STERILE DISPOSABLE INOCULATION LOOP ▪ Used for inoculation, transfer and spreading (plate streaking) of microbiological specimens.			
3	STERILE PETRI DISH ▪ Used for the cultivation of different microorganisms by filling it with nutrient medium.			
4	IMMERSION OIL ▪ Used to increase the resolving power in light microscopy for microscopic examinations.			

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 : _____