

**ESTATE MANAGEMENT  
MINISTRY OF HEALTH**

<b>A</b>		1.	
		2.	
		3.	
FOR OFFICIAL USE ONLY			

Quotation For : **REPLACEMENT WORKS OF VACUUM PUMP AT WOMEN AND CHILDREN CENTRE, RAJA ISTERI PENGIRAN ANAK SALEHA HOSPITAL**

Quotation No. : \_\_\_\_\_ Opened on : \_\_\_\_\_ Closed On. : \_\_\_\_\_

**PART A - AGREEMENT**

1.0 On behalf of \_\_\_\_\_, I, the undersigned, agree to carry out the above Works / Service / Supply\* for a sum of B\$ \_\_\_\_\_ (Brunei Dollars) \_\_\_\_\_

(or),

At Schedule of Rates attached subject to the adjustment percentage of an additional (+) / a deduction (-)\* \_\_\_\_\_ % with an approximate Maximum Contract Sum as stated in PART C - APPENDIX Item 6.0.

And,

within the Contract Period of 3 Days / Weeks / Months \* in accordance with the terms and conditions below.

2.0 Owner / Director \* 's : \_\_\_\_\_  
Signature & Name ( \_\_\_\_\_ )  
IC No. : \_\_\_\_\_

2.1 Signature & Name of : \_\_\_\_\_  
Witness ( \_\_\_\_\_ )  
IC No. : \_\_\_\_\_

2.2 Company Address : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

<b>B</b>	
Company Stamp	

2.3 Tel. No. : \_\_\_\_\_ Fax No. : \_\_\_\_\_ E-mail : \_\_\_\_\_

2.4 Date : \_\_\_\_\_

**ACCEPTANCE OF CONTRACT (FOR OFFICIAL USE ONLY)**

3.0 On behalf of the Brunei Government, I accept your offer to carry out all/items\* \_\_\_\_\_ of the above for a sum of B\$ \_\_\_\_\_ (Brunei Dollars) \_\_\_\_\_

or

At Schedule of Rates attached subject to the adjustment percentage of an additional (+) / a deduction (-)\* \_\_\_\_\_ % with an approximate Maximum Contract Sum as stated in PART C - APPENDIX Item 6.0.

And,

within the Contract Period of \_\_\_\_\_ Days / Weeks / Months \* in accordance with the terms and conditions below.

4.0 \_\_\_\_\_  
( \_\_\_\_\_ )

4.1 \_\_\_\_\_  
For Senior Special Duties Officer

4.2 Signature & Name : \_\_\_\_\_  
of witness ( \_\_\_\_\_ )

4.3 Address : \_\_\_\_\_

4.4 Tel. No. : \_\_\_\_\_ Fax No. : \_\_\_\_\_ E-mail : \_\_\_\_\_

4.5 Date of Contract : \_\_\_\_\_ Approval No. : \_\_\_\_\_

4.6 The Contract Administrator is : \_\_\_\_\_

4.7 The Starting Date is on : \_\_\_\_\_

<b>C</b>	
Department Stamp	

**Note :** An asterisk \* indicates text that is to be deleted as appropriate

## **PART B - TERMS OF QUOTATION**

### **1.0 BASIS OF QUOTATION, OVERALL OBLIGATIONS AND ADMINISTRATION**

#### **1.1 Overall Obligations of the Government:**

- 1.1.1 To provide access at proper times for the Contractor to do his Works.
- 1.1.2 To provide all information and facilities stated in this Contract to enable the Contractor to do his Works.
- 1.1.3 To pay the Contractor as provided in this Contract.
- 1.1.4 To assign a Contract Administrator to administer this Contract.
- 1.1.5 May take out or renew collateral warranty and insurance as referred to in Clause 1.2.3 and Clause 1.2.4 below if the Contractor fails to do so.

#### **1.2 Overall Obligations of the Contractor:**

- 1.2.1 To finish the Works to the quality standards provided in this Contract within the Completion Date(s) and Contract Period provided in this Contract.
- 1.2.2 To cooperate with all other Contractors working on the project and not to disrupt them or cause damage to their Works.
- 1.2.3 To provide a collateral warranty containing a similar obligation as under this Contract directly to a third party if requested by the Contract Administrator.
- 1.2.4 To provide and maintain valid Contractor's all risks insurance policy at all times.

#### **1.3 Instructions, Certifications & Job Orders**

- 1.3.1 The Contract Administrator can issue instructions and certifications including Job Orders to the Contractor on anything relating to the Works.
- 1.3.2 All instructions, certifications and Job Orders must be in writing, dated and clearly identified as Contract Administrator's Instructions, Certifications and Job Orders.
- 1.3.3 For each Job Order, the Contract Administrator must state a commencement date and a reasonable date for its completion and the Contractor must complete each Job Order by that completion date.
- 1.3.4 The minimum and maximum of any one Job Order to be issued as stated in the Appendix Item 5.0 and the maximum to be issued must be capable of being carried out and completed within the Contract Period.
- 1.3.5 The Contractor must comply with all instructions, certifications and Job Orders issued by the Contract Administrator.
- 1.3.6 The Contract Administrator may arrange others to complete the Works if the Contractor fails to comply with Clause 1.3.5, and the Contractor shall pay for all extra costs incurred.

## **2 QUALITY, HEALTH, SAFETY AND ENVIRONMENT**

### **2.1 Quality**

- 2.1.1 The Contractor must do his Works based on the documents referred to in this Contract and other instructions and information given to him by the Contract Administrator.
- 2.1.2 If any of the Works is not done according to this Contract or if there is any other breach of this Contract by the Contractor, the Contract Administrator shall inform the Contractor of the shortfall(s) in writing. The Contractor must rectify the shortfall(s).
- 2.1.3 If the Contractor does not rectify the shortfall(s), the Contract Administrator may arrange others to rectify the shortfall(s). The Contract Administrator can also certify either:
  - (a) The cost of rectifying such shortfall(s); or
  - (b) The reduced value of the completed Works due to such shortfall(s)as provided in the Payment Certification Clause.
- 2.1.4 The Contract Administrator can continue to do this throughout the project and during the Defects Liability Period (as stated in the Appendix Item No. 3.0) after the Contract Administrator confirms the Works is complete as provided in the Completion Clause.

### **2.2 Health, Safety And Environment**

- 2.2.1 The Contractor must keep the site clean and safe at all times.
- 2.2.2 The Contractor must comply with all laws and regulations relating to Health, Safety and Environment Act, if any.

## **3 TIME OBLIGATIONS**

### **3.1 Starting, Progress and Finishing**

- 3.1.1 If not stated in this Contract, the Contract Administrator will inform the Contractor when to start work in writing. The Contractor shall not be entitled to claim for any loss or damage caused by any delay of possession of site.
- 3.1.2 The Contractor must progress with the Works in a regular and diligent manner.
- 3.1.3 The Contract Administrator can instruct the Contractor to stop and restart at any time.

- 3.1.4 The Contractor must finish all the Works within the Completion Date(s) stated in this Contract or as instructed by the Contract Administrator.

### **3.2 Adjusting Time for Completion**

- 3.2.1 If the Government or Contract Administrator or anyone within either of their responsibility or control (which includes other Contractors on site), or anything beyond the Contractor's control, disrupts the Contractor from finishing within the completion period, the Contract Administrator must assess the impact of this disruption on the Contractor's Works.
- 3.2.2 If any Completion Date(s) is affected the Contract Administrator must adjust the Completion Date(s).
- 3.2.3 This must be done in a written certificate clearly identified as Extension of Time Certificate.

### **3.3 Completion**

- 3.3.1 When the Contractor practically completed all the Works, he shall inform the Contract Administrator stating he has completed.
- 3.3.2 The Contract Administrator must decide when the Works has actually practically completed by the Contractor.
- 3.3.3 This decision must be in a written certificate clearly identified as Certificate of Practical Completion.
- 3.3.4 The Contract Administrator must decide when all obligations of the Contractor are fully discharged.
- 3.3.5 This decision must be in a written certificate clearly identified as a Final Completion Certificate.
- 3.3.6 This must be done after the end of Defects Liability Period (as stated in the Appendix Item No. 3.0) or when the Contractor has rectified all the shortfall(s) including Works that is not according to this Contract and any other breach of Contract by the Contractor identified by the Contract Administrator, whichever is later.

### **3.4 Delayed Completion**

- 3.4.1 If the Contractor does not finish by the date stated in the Contract or Job Order, he shall pay Liquidated and Ascertained Damages due to the delay to the Government as provided in the Payment Certification Clause.
- 3.4.2 Liquidated Damages is calculated for delay between when the Contractor should have completed the Works and when he actually completed the Works.

## **4 VARIATIONS TO WORK**

- 4.1.1 The Contract Administrator can issue instructions to vary the Works to be done.
- 4.1.2 If the Contract Administrator instructs the Contractor to vary any of the Works and there is a financial impact, the Contract Administrator must certify the value of the variation work as provided in the Payment Certification Clause.
- 4.1.3 The Contract Administrator must value the variation work using the Summary of Works rates and/or adjusted Schedule of Rates. If neither are available then using fair market rates.
- 4.1.4 This shall be done in a written certificate clearly identified as Variation Order certificate.

## **5 PAYMENT CERTIFICATION**

### **5.1 Claims and Payment Certificate**

- 5.1.1 The Contractor must submit a claim for the Works done before any payment certificate can be issued.

### **5.2 Contents of Payment Certificate:**

- 5.2.1 The payment certificate must include the following:
- 5.2.2 Add the following:
- (a) Cumulative value of the Works done. This is valued based on Summary of Works rates and/or adjusted Schedule of Rates, if any. If none, then valued based on fair market rates.
  - (b) Value of variation work properly instructed by the Contract Administrator and properly done by the Contractor.
- 5.2.3 Deduct the following:
- (a) Liquidated and Ascertained Damages which is calculated for delay between when the Contractor should have completed the Works and when he actually practically completed the Works.
  - (b) The value of any shortfall(s) due to Works done according to this Contract or due to any other breach of this Contract by the Contractor which the Contract Administrator has informed the Contractor. If the Contractor does not rectify the shortfall(s) the Contract Administrator can certify either:
    - (i) The cost of rectifying such shortfall(s) by others; or
    - (ii) The reduced value of the completed Works due to such shortfall(s) as stated in the Appendix.
  - (c) A percentage of the sum of total additions above will be retained (as the Retention Sum) and released after the end of Defects Liability Period or when the Contractor rectified all the shortfall(s)

including Works that are not done according to this Contract and any other breach of contract by the Contractor identified by the Contract Administrator.

- (d) The Net Amount Payable is the amount the Government must pay to the Contractor. This is calculated by:
  - (i) Adding the total under additions above;
  - (ii) Deducting the total of all deductions above; and
  - (iii) Deducting the cumulative amount certified previously.
- (e) The Contract Administrator may deduct any monies owed by the Contractor to the Government under this Contract or any contract(s) from the Contractor's payments.

## **6.0 TERMINATION OF CONTRACT**

### **6.1 If the Contractor:**

- (a) Suspends the Works before completion without any reasonable cause; and/or
- (b) Fails to proceed with the Works within the time stated in the Contract Administrator's Instructions; and/or
- (c) Fails to comply with the Contract Administrator's Instructions;

for fourteen (14) days after a notice sent to the Contractor, the Contract Administrator can determine this Contract by a written notice.

### **6.2 If the Contractor:**

- (a) Becomes bankrupt; or
- (b) Goes into liquidation; or
- (c) Has offered or given or agreed to give to any person any gift or consideration of any kind as an inducement or reward for doing or forbearing to do or for having done or forborne to do any action in relation to the obtaining or execution of this Contract with the Government, or for showing on forbearing to show favour or disfavour to any person in relation to this Contract or any other contract with the Government or the like acts shall have been done by any person employed by the Contractor or acting on his behalf (with or without the knowledge of the Contractor), or if, in relation to this Contract or any other contract with the Government, the Contractor, or any person employed by the Contractor or acting on his behalf shall have committed or abetted to commit an offence under the Prevention of Corruption Act (Chapter 131) or section 161, 162, 163, 164, 165, 213, 214 or 215 of the Penal Code (Chapter 22)

this Contract is terminated by a written notice.

- 6.3 In either (6.1) or (6.2) above, the Contract Administrator may complete the Works by other ways and the Contractor shall pay for all extra costs incurred.

### **6.4 Termination For Convenience**

- (a) The Government may at any time, give the Contractor a written notice to terminate the employment of the Contractor under the Contract and the Contractor shall immediately or upon such other date as specified in the written notice;
  - i. cease all works under the Contract, which shall include, but be not limited to such work for the purpose of protecting, making safe or tidying up such part of the works as may already have been executed, or may be in the course of execution.
  - ii. vacate the site, remove all his plant, tools, equipment, goods and unfixed materials which have not been paid by the Government and handback possession of the site to the Government.
- (b) In the event of termination under this Clause, Contract Administrator shall certify the amounts payable to the Contractor and the Contractor shall provide all reasonable assistance to the Contract Administrator. In the event that the Contractor does not submit the necessary information required, the Contract Administrator shall make his certification on the information available. The amount certified shall be paid by the Government less any sums previously paid or due to or recoverable by the Government from the Contractor.

## PART C - APPENDIX

<b>1.0</b>	<b>Completion Date:</b> (If not stated, to be instructed by the Contract Administrator. If more than one completion period, identify the scope of Works for each completion period) For Term Contract, the Contract shall ends when the following conditions are met: (a) The actual expiration of the Contract Period; or (b) The limit of the Approximate Maximum Total Value of All Job Orders have been reached; Whichever of the above comes first but subject to Clause 3.2 and Clause 4.0.	_____
<b>2.0</b>	<b>Liquidated and Ascertained Damages (LAD):</b> (If none stated, then the Contract Administrator may certify a reasonable sum as compensation for delay)	$\text{LAD per Day} = \frac{(15\% \times \text{Contract Sum})}{\text{Contract Duration in Days}}$
<b>3.0</b>	<b>Shortfalls / Defects Liability Period:</b> (If none stated, <b>NINE (9) MONTHS</b> from the date of completion)	<b>9</b> Months _____
<b>4.0</b>	<b>Retention Sum:</b> (If none stated, <b>FIVE (5%) PERCENT</b> of the Contract Sum)	<b>5</b> % of the Contract Sum _____
<b>5.0</b>	<b>Minimum and Maximum Values of Job Orders:</b> Minimum value of any one Job Order to be issued Maximum value of any one Job Order to be issued (If none stated, the maximum value to be issued must be capable of being carried out and completed within the Contract Period)	$\leq$ B\$ _____ $\geq$ B\$ _____
<b>6.0</b>	<b>Approximate Maximum Total Value of All Job Orders for the Contract Period:</b> (If not stated, <b>NOT MORE THAN \$50,000.00 - BRUNEI DOLLARS FIFTY THOUSANDS</b> ) The Contract Administrator gives no warranty or undertaking as to the actual amount of Works that will be issued through Job Orders and no variance in the actual value of Works ordered shall give rise to a change in any rate, price or percentage adjustment.	$\leq$ B\$ _____

## TERMS AND CONDITIONS OF TENDERING ( FOR QUOTATION WORKS )

1. Before tendering, the tenderer shall visit the site where the Works are to be carried out and shall also carefully examine the relevant Terms and Conditions of Contract, Drawings, Specification and all other accompanying schedules, etc.

If there is any ambiguity in or discrepancy between any of the documents, he / she should refer the matter to **the Officer in Charge, Estate Maintenance Section. [Tel: 2242424 Ext.2222]**

On tendering, the tenderer shall be deemed to have examined the documents referred to above and shall be bound by the terms and conditions therein.

2. Every tenderer must submit together all documents listed below and this requirement shall be strictly adhered to prior to any consideration :-
  - (a) Valid Tenderer's Registration Certificate from the Ministry Of Development – Class / Category - or Ministry Of Health.
  - (b) Business Enactment Act Section 16 & 17.
  - (c) The Tender Form **MUST be signed by the Owner, or the Director of Shareholder(s) of the Company** stating their post and stamped with the Company's Official seal as detailed in the Business Enactment Act Section 16 & 17 / or the tenderer's Registration Certificate from the Ministry of Development.
  - (d) The address indicated must be detailed as in the Business Enactment Act Section 16 & 17 / and/or Tenderer's Registration Certificate from the Ministry Of Development. Any changes to the above must be officially referred to the Registrar of Companies and Business Names and a copy must be submitted to this department.

Tender documents must be duly completed, signed and dated. Any tender which is incomplete or unsigned will render the tender to be rejected.

3.
  - (a) Tenders and documents in connection therewith as specified above , must be delivered to the place at or before the time specified.
  - (b) In the case of the tender not being delivered by hand, the tenderer must arrange for his / her tender and other documents to be posted in time to reach the stipulated place by not later than the time stated.
  - (c) In no case will the Government be responsible for any expense or loss incurred by a tenderer in the preparation of this tender.

Tenders shall remain valid for **3 MONTHS** from the final date for submission of the tenders and no tenderer may withdraw his/her tender within that period. The Government reserves the right to extend this period if deemed necessary provided that such extension of the tender validity period shall have the written consent of the tenderers.

4. The Government does not bind itself to accept the lowest and/or any tender and no reason will be given for rejecting any tender thereof.
5. Every correspondence to be given to a tenderer may be posted to the tenderer's address in the tender and such posting shall be deemed good and legally binding in service of such correspondence.
6. The tender shall be made on the basis of the rates in the tender documents being firm and not subject to any adjustment with variations in quantities.
7. The tender fee shall be **BS 5.00 / N/A \***.
8. No unauthorised alteration or use of 'correction pen' in the tender documents is allowed, or the tender may be rejected. Any errors are to be struck off and initialled.
9. Non-compliance with the above terms and conditions in any respect may render the tender liable to be rejected.
10. The tender must be done in the official printed tender forms which is available from the **PURCHASING AND PROCUREMENT SECTION, MINISTRY OF HEALTH.**

The completed tender documents are to be lodged on or before \_\_\_\_\_ PM on \_\_\_\_\_ in a sealed enveloped addressed to :-

### TENDER / QUOTATION (QTN) BOX

Quotation/Tender Box,  
Pengerusi Jawatankuasa Sebutarga / Lembaga Tawaran Kecil  
Tingkat Bawah, Kementerian Kesihatan,  
Jalan Commonwealth Drive,  
Negara Brunei Darussalam

The top part of the sealed envelope must be written stating the following :-

Quotation No. : \_\_\_\_\_ Quotation Closing Date : \_\_\_\_\_

Project Title : **REPLACEMENT WORKS OF VACUUM PUMP AT WOMEN AND CHILDREN CENTRE, RAJA ISTERI PENGIRAN ANAK SALEHA HOSPITAL**

\* Delete As Necessary

## QUOTATION SUBMISSION REQUIREMENT

### 1.0 GENERAL CHECKLIST

The Tenderer is required to fulfil all requirements stated in this section by submitting a **copy** of all relevant documents whichever applicable to this Quotation, stamped and shall complete the checklist provided as a verification. **Incomplete submission can render the Tenderer's submission of Tender to be invalid** (Clause 3.1.3, Financial Regulation 2022).

Description	
1)	Valid Builder's License/Contractor Registration Certificate/Supplier's Certificate approved by the Authority for Building Control and Construction Industry (ABCI), Ministry of Development.
2)	List of company's worker with names as stated in the identity card/passport, identity card number, position and salary and local and foreign worker's percentages.
3)	Latest Certificate of Tax Compliance from the Revenue Division, Ministry of Finance and Economy.
4)	Confirmation compliance to Employee Trust Act and Supplemental Contributory Pension Trust Order 2009 from Tabung Amanah Pekerja Act including stating employer account number and list of contributed employee.
5)	Registry of Companies and Business Names approved via Corporate Registry System in One Common Portal.
6)	Completing the Tender's Integrity Declaration Form.
7)	Copy of company owner/Director identity card (front and back).
8)	Company Registration Licence Form X, 16 & 17.

## SITE VISIT FORM

### REPLACEMENT WORKS OF VACUUM PUMP AT WOMEN AND CHILDREN CENTRE, RAJA ISTERI PENGIRAN ANAK SALEHA HOSPITAL

COMPANY NAME : \_\_\_\_\_

DATE OF SITE VISIT : \_\_\_\_\_

I hereby on behalf of my Company has made a Site Visit to the work location on the date stated above and understand the work requirement(s) and all specification stated in this Quotation document.

I ( My Company ) also agree not to make any additional claim to MOH should any accident(s) or damage(s) occur during the contract period.

#### CONTRACTOR'S SIGNATURE

\_\_\_\_\_

NAME: \_\_\_\_\_

DATE: \_\_\_\_\_

<b>COMPANY STAMP</b>

#### FOR OFFICIAL USE ONLY

VERIFIED BY  
S.O./O.I.C.

\_\_\_\_\_

NAME: \_\_\_\_\_

DATE: \_\_\_\_\_

<b>DEPARTMENT STAMP</b>

The Contractor must visit the site before quoting any price for the work stated in this Quotation and shall satisfy himself as to the nature of work and site condition.

The Contractor must fill in this form and obtain signature from the S.O./O.I.C. as verification for having visited the Site. Failing to do so will lead to **disqualification** from this Quotation.



## **SECTION 1 – GENERAL**

### **1.0 OBJECTIVE**

- 1.1 The objective of calling this quotation is for inviting qualified contractors in the relevant classes and categories to carry out the replacement works of vacuum pump at Women and Children Centre, Raja Isteri Pengiran Anak Saleha Hospital
- 1.2 The scope of this quotation shall be hereinafter referred as ‘Work’.

### **2.0 GENERAL**

- 2.1 The Contractor MUST conduct visit and examine the site, take necessary measurements, familiarize and take into account all relevant aspects and the nature of Work stated in this quotation. No claim for adjustment or extra cost will be paid in due to negligence in his quotation price.
- 2.2 All prices quoted shall be deemed to have allowed for all costs or expenses and have taken all consideration in the nature of this contract including labor, tools, materials, transportation, shipping, custom charges and others necessary. No extra cost will be paid in in respect thereof due to negligence in his quotation price.
- 2.3 All Work, equipments and materials to be used and installed under this contract shall be brand new and of first grade design, complying with Authority for Building Control and Construction Industry (ABCI), British Standards and/or other Approved International Standards. The Contractor shall attach letter/document from the relevant authorities indicating its approval for the items he intended to use.
- 2.4 The S.O. have the right to request amendment or correction of Work if it is not satisfactory in terms of quality, workmanship or according to instructions at the Contractor expense, found to be damaged/defective, not operational and others according to S.O.’s instructions at the Contractor expense.
- 2.5 Any Work done outside the scope shall not be eligible for claims and will not be entertained due to Contractor’s negligence.
- 2.6 The Contractor shall comply with the latest or current Health, Safety & Environment (HSE) guidelines regulations practiced at Raja Isteri Pengiran Anak Saleha Hospital, Public Works Department (PWD), and the latest HSE regulations of relevant Authorities.
- 2.7 The Contractor shall adhere to Infection Control Risk Assessment, Implementation and Monitoring Policy (ICRA).

- 2.8 The Contractor shall be responsible in preparing materials for hoarding such as plywood, plastic, tapes, rubber mat and all other materials necessary to meet the requirements of the ICRA policy and as per instructed by the Infection Prevention and Control Unit. All costs shall be deemed to be covered in this Contract.
- 2.9 Any damages to the RIPAS Hospital assets found on site shall be reported to the S.O. and if the damages occurred is due to negligence during the contract period, it shall be reinstated by the Contractor at no extra cost.
- 2.10 RIPAS Estate Management Section reserves the right to re-schedule or postpones the work and will advise Contractor in advance of any changes in the work schedule. The Contractor is not entitled for claim against for any changes in the work schedule.
- 2.11 The Contractor shall consistently take photos throughout the contract period which shall be attached in his payment claim and shall be properly arranged and labelled.
- 2.12 The Contractor is responsible for the housekeeping of the working area at all times during the period of this contract.

### **3.0 MANPOWER**

- 3.1 The Contractor shall provide and maintain all manpower for the whole contract period, full time supervision of all his employees, personnel and The Contractor is responsible for ensuring the workers assigned for the performance of the works are experienced and competent in their respective job or trade category.
- 3.2 The Contractor shall provide Personal Protection Equipment (PPE) such as coverall (company logo/ name), safety helmets, gloves, goggles, safety shoes for all of his workers during the course of work for the proper execution and completion of replacement works and perform all works in a safe manner.
- 3.3 The Contractor shall complete the Work Permit provided by RIPAS Estate Management Section for the preparation of temporary pass.

#### **4.0 WORKING HOURS**

The working hours for the workers included break time are as follows:-

Working Hours (Morning)	:	7.45 a.m. to 12.15 p.m
Working Hours (Afternoon)	:	1.30 p.m. to 4.30 p.m.
Working Days	:	Monday to Saturday
Off Days	:	Friday, Sunday and Public Holiday

Note: The workers shall be able to work overtime upon the Department's requirement at no additional charges.

#### **5.0 SUBMISSION OF DOCUMENTS**

- 5.1 The Contractor shall provide Delivery Order upon delivery of Items complete with photos of the Item. These shall be attached together during submission of invoice for payment claim.

#### **6.0 SCHEDULE OF MANUFACTURERS AND SUPPLIERS**

- 6.1 The Tenderer shall complete Schedule A the specifications of the offered item he intends to propose. Brochures or catalogue of the offered items consisting of technical manufacture must be attached to show all equipment, specification and dimension for proper assessment by the S.O. The Tenderer shall also attach any additional document consisting additional information for supporting his offer where necessary or when requested by the S.O. Contractor is strictly not allowed to change material as listed in this schedule after submission of this Quotation unless it is deemed below the minimum requirement by S.O.

#### **7.0 WARRANTY**

- 7.1 The Contractor shall provide a warranty period for the Item and/or as per the warranty period stated by the manufacturer of the Item. This will cover any defects in material, workmanship, functionality and/or others where necessary.

#### **8.0 INSURANCE**

- 8.1 The Contractor shall maintain and continue to maintain throughout the term of this contract, and at its own expense, comprehensive general liability, errors and omissions, workmen's compensation, public liability, fire, property damage in and must have it available to show S.O. that such insurance is in effect when requested.

## **9.0 VARIATIONS AND EXTRAS**

- 9.1 The S.O. may make a reasonable extension of time if the supply is delayed due to S.O.'s instructions or any other reason which in the opinion of the S.O is beyond the control of the Contractor.

## **10.0 VARIATION ORDER**

- 10.1 The Superintending Officer may at any time during the contract, request a variation order for omission and/or addition where necessary.

## **SECTION 2 – SCOPE OF WORK**

### **1.0 VACUUM PUMP**

The Contractor shall be responsible for the complete replacement of the existing vacuum pump complete with all new wiring to existing control panel, related piping works and associated accessories. This includes the disconnection and removal of the existing system, preparation of the site, and installation of the new vacuum pump and its components. All Work must comply with the relevant manufacturer's specifications, industry standards, and be fully compatible with the existing electrical infrastructure and/or load of the Hospital, as well as meet the operational requirements of the Hospital.

The new vacuum pump shall meet the minimum requirements below:

- Equipment: Medical Vacuum
- Model No.: U 4.250SA/K
- Manufacturer: Becker
- Serial No.: H 2765824
- Speed: 1460/1740 rpm
- Power input: 5.4/7.55 kW
- Inlet capacity: 244/276 m<sup>3</sup>/h
- Max vacuum: 3/3 mbar

All prices quoted shall be deemed to include any additional work required on the control panel or related systems, including but not limited to the installation or upgrading of MCCBs and any other necessary components to properly accommodate and operate the newly installed vacuum pump.

### **2.0 GENERAL SCOPE OF WORK**

2.1 The Work to be executed shall comprise of the following:

- 2.1.1 To isolate and disconnect the existing vacuum pump, cabling and any other associated accessories.
- 2.1.2 To dismantle and remove existing vacuum pump, other associated accessories from the site, and transport them to a location designated by the S.O.
- 2.1.3 To carry out all necessary site restoration and civil works such as trenching, hacking, and surface reinstatement to accommodate the installation of new vacuum pump.

- 2.1.4 To supply, deliver and install new vacuum pump, cabling, fittings, supports, related piping, configuration, settings, programming and all necessary works and accessories for the full functionality of the new vacuum pump.
- 2.1.5 To perform full testing, commissioning and verification of the newly installed vacuum pump performance is in accordance with manufacturer specifications and/or contract requirements.

### **3.0 STANDARD REQUIREMENTS**

- 3.1 The contractor shall propose and implement a detailed shutdown schedule that ensures the shortest possible downtime and the least number of service interruptions, taking into consideration the critical nature of hospital equipment and patient safety.
- 3.2 The Contractor shall provide a thorough report that includes the following:
- Relevant documentation and drawings
  - As-Built Drawings
  - Detailed system layout, piping, cabling routing and indication of all installed devices and equipment
  - Reports and test results conducted
  - Testing and commissioning activities report
  - Catalogues, data sheets and manufacturer specifications for all materials and devices used
  - Operation and Maintenance (O&M) Manuals
  - Any additional documentation or reports deemed necessary by the Superintending Officer (S.O.)
- 3.3 The duration of the Work shall be **THREE (3) Month**.

**RINGKASAN TAWARAN**  
SUMMARY OF TENDER

**Tajuk / Title :** **REPLACEMENT WORKS OF VACUUM PUMP AT WOMEN AND CHILDREN CENTRE, RAJA ISTERI PENGIRAN ANAK SALEHA HOSPITAL**

**Bil. Sebutharga :**  
Quotation No. \_\_\_\_\_

No. Bil.	Description Keterangan	Unit Unit	Rate Kadar	Quantity Kuantiti	Amount Jumlah	
					\$	¢
	<p><b>THE RATES QUOTED SHALL INCLUDE:</b></p> <p>A Materials, consumables, labour, insurance, tools, equipment, transport, barrier and others deemed necessary to carry out the works specified in the following description.</p> <p>B Materials and consumables required in compliance to Infection Control Risk Assessment Implementation and Monitor Policy.</p> <p>C All reinstatement and rectification works arise from the work.</p> <p><b>1.0 VACUUM PUMP</b></p> <p>1.1 To isolate, dismantle and remove the existing vacuum pump, make good of affected site and remove it to designated site specified by S.O. To supply and install new vacuum pump including all necessary accessories such as cabling, fittings, supports, related piping, configuration, settings, programming and all necessary works and accessories to complete the Work. All Work shall comply with manufacturer's recommendations, relevant local standards, existing sites requirements and all components must meet the minimum requirements specified below.</p> <p><i>Note: All prices quoted shall be deemed to include any additional work required on the control panel or related systems, including but not limited to the installation or upgrading of MCCBs and any other necessary components to properly accommodate and operate the newly installed vacuum pump.</i></p> <p><b>Woman and Children Centre B1</b></p> <p>Equipment: Medical Vacuum Model No.: U 4.250SA/K Manufacturer: Becker Serial No.: H 2765824 Speed: 1460/1740 rpm Power input: 5.4/7.55 kW Inlet capacity: 244/276 m3/h Max vacuum: 3/3 mbar</p>	Set		1		
	<p style="text-align: center;"><b>JUMLAH KESELURUHAN BAGI RINGKASAN TAWARAN INI</b> TOTAL AMOUNT FOR THIS SUMMARY OF TENDER</p>					

**SCHEDULE A - SCHEDULE OF MANUFACTURER AND SUPPLIERS**

Item	Description	Offered	
1	Vacuum Pump	Brand:	
		Model:	
		Power input (kW):	
		Speed (rpm)	
		Inlet capacity (m3/h)	
		Max vacuum (mbar)	
		Country of Origin:	
		Warranty:	