

TENDER REFERENCE NO.: KK/367/2025/SSBH(TC)

**MINISTRY OF HEALTH
NEGARA BRUNEI DARUSSALAM**

**INVITATION TO TENDER FOR THE MANAGEMENT AND
OPERATION OF A BRAND NAME SPECIALTY CAFÉ
CONCESSION AT BLOCK B AREA, GROUND FLOOR, SURI
SERI BEGAWAN (SSB) HOSPITAL FOR A PERIOD OF FIVE
(5) YEARS**

TENDER FEES : \$10.00

RECEIPT NO. :

CLOSING DATE : ON TUESDAY, 06 January 2026

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

TENDER REFERENCE NO.: KK/367/2025/SSBH(TC)

INVITATION TO TENDER FOR THE MANAGEMENT AND OPERATION OF A BRAND NAME SPECIALTY CAFÉ CONCESSION AT BLOCK B AREA, GROUND FLOOR, SURI SERI BEGAWAN (SSB) HOSPITAL FOR A PERIOD OF FIVE (5) YEARS

1. GENERAL

- 1.1 With over 50,000 visitors on average every month, ensuring that there are adequate and a variety of amenities and facilities for its visitors is one of many priorities of the Suri Seri Begawan (SSB) Hospital aims towards maintaining and elevating the visitor experience.
- 1.2 To that end, SSB Hospital is seeking interested parties to participate in a tender to secure the lease of the Café Concession at Block B Area, Ground Floor for a period of five (5) years. This café would serve to help elevate the visitor experience by offering choice and convenience.

2. LEASE PERIOD

- 2.1 The lease will be for a period of **FIVE (5) YEARS**.

3. SCOPE OF BUSINESS

- 3.1 The Tenderer shall only be permitted to conduct the business of operating and managing the Café Concession at Block B Area, Ground Floor approved by the Government of Brunei Darussalam.
- 3.2 The Tenderer shall perform the following services:
 - 3.2.1 providing variety of packed food and drink choices,
 - 3.2.2 packed food preparation, handling, storage and distribution, and
 - 3.2.3 reducing the risk of infections in the facility associated with operations of the food services
- 3.3 Provision of equipment including disposable crockery, cutlery and napkins to the facility.
- 3.4 The Tenderer needs to provide the premise with the needful necessities such as cold storage, movable cabinet or loose furniture.
- 3.5 The premise shall be maintained to the highest standard of cleanliness. Officers from respective hospitals/facilities shall be allowed to inspect the premise at all time.
- 3.6 The Tenderer shall provide cleaners to maintain the kitchen cleanliness, neatness, and hygiene at all times.
- 3.7 The Tenderer shall keep/stock crockery, cutlery and utensils in proper clean storage.
- 3.8 The Tenderer shall provide complete utensils, utensils' washing dispenser, rubbish trolleys, rubbish/garbage bins, garbage plastic bags, pails and mops, detergents for floor, walls, mirrors and etc.

- 3.9 The Tenderer shall be responsible for the proper disposal of waste e.g. food waste, used disposable items.
- 3.10 The Tenderer shall be entitled to use the electricity supply and the existing air conditioning system necessary for the operation of the Café Concession, which shall be provided and maintained by the Hospital.
- 3.11 The Tenderer shall be responsible for maintenance of the infrastructure, replacements of electrical fittings, and upkeep of all equipment within their designated area at all times.
- 3.12 The Tenderer shall, at their own cost, carry out any renovation, upgrading or modification works required to meet the hospital's standards, including works related to walls, floors, ceilings, and electrical fittings.
- 3.13 Any additional electrical fixtures, lightings, or equipment installed by the Tenderer for operational aesthetic purposes shall be maintained, repaired, and replaced at the Tenderer's own expense.
- 3.14 The proposed building modifications must be submitted to the Chief Executive Officer of the hospital for permission before its implementation.
- 3.15 The Tenderer shall finance towards the cost of supplying, installing, commissioning and maintenance of any related equipment/furniture/ including directional signage.
- 3.16 The Tenderer shall be solely responsible for and promptly pay all service charges for the Utilities specifically telephone and internet service at the premise. The obligation of Tenderer to pay for such utilities shall commence upon Tenderer's initial usage.
- 3.17 The Tenderer shall comply with rules and regulations set by the SSB Hospital at all times.

4. SUBMISSION OF PROPOSAL

- 4.1 Tenderer is required to submit **a business proposal** (colored 2D) of the designated area (APPENDIX A) complete with the proposed enhancement of the appearance of the take away Café Concession facilities and services to be offered. The business proposal should at least contain the following:
 - 4.1.1 Company Profile
 - 4.1.2 Supporting Documents:
 - 4.1.2.1 Business License
 - 4.1.2.2 Halal Certificate
 - 4.1.2.3 Financial Report (last 3 years)
 - 4.1.2.4 List of current café and restaurant
 - 4.1.2.5 A copy of the Company's latest Annual Tax Return (Certificate of Tax Compliance).
 - 4.1.2.6 A copy of the confirmation letter of compliance with the Employees Trust Fund Act (TAP), Chapter 167.
 - 4.1.2.7 List of employees, including the total number and percentage (%) of local and foreign workers.
 - 4.1.3 Business Proposal
 - 4.1.3.1 Proposed Café Concession
 - 4.1.3.2 Proposed 2D layout of the designated area
 - 4.1.3.3 Proposed operating hours
 - 4.1.3.4 Proposed Menu
- 4.2 Tenderer is also required to submit **price quote (MINIMUM BND 500.00 PER MONTH) for the lease of the Café Concession.**
- 4.3 Tenderer is advised to request for site inspection prior to submitting their proposals.

4.4 Any other business proposal may be included upon Ministry of Health's approval.

5. CODE OF CONDUCT

5.1 The successful company shall not sub-let the contract to a third party.

5.2 The premise shall be maintained to the highest standard of cleanliness. Officers from the SSB Hospital shall be allowed to inspect the premise at all time. If the premise is found not to be of high standard, SSB Hospital shall engage a third party to clean the premise and charges relating to the cleaning works shall be borne by the Tenderer.

5.3 The outlet shall not be used for other purposes except for purpose of operating a Café Concession approved by the Government of Brunei Darussalam.

5.4 Food and service charges must be **priced and displayed** properly.

5.5 The Tenderer's employees while on duty at the SSB Hospital shall dress appropriately.

5.6 The Tenderer shall not advertise on behalf of any person or allow any person to put any advertising sign on the leased premises.

5.7 The Tenderer shall comply with all laws, Statutory Rules, Regulations and Enactment and pay all fees that may be lawfully demanded in respect thereof.

5.8 The Tenderer shall at all times during the period of the Agreement shall maintain and take proper care of the premises let.

5.9 The Tenderer shall as a condition precedent to the commencement of any work:

5.9.1 Take out policies of Insurance indemnifying the Government from all liabilities arising out of claims for loss or damage to property in his possession or custody in the premises and from claims for compensation for death or personal injury to persons, whether or not in the employment of the Tenderer, arising out of the occupation of premises by the Tenderer.

5.9.2 Undertake in writing to indemnify the Government from all liabilities out of claim by any workman employed in the performance of this Contract for payment of compensation under or by virtue of provision of the Workmen's Compensation Act (Chapter 74) or any other law amending or replacing such ordinance and from all costs and expenses incidental or consequential thereto.

5.10 The Tenderer shall keep insured the term of contract and for any extension thereof of the Café Concession loss or damage by fire, theft, public risk insurance and such other risks and special perils normally insured for the management of Café Concession and to produce to the Government on demand the policy of such insurance and the receipt of payment of the premium thereof and to cause all monies received by virtue of any such insurance to be forthwith laid out in rebuilding and reinstalling the Café Concession in accordance with any planning consents and permissions and to make up deficiency out of its own money.

5.11 Licence

5.11.1 To obtain a 'Miscellaneous License' from the Brunei-Muara District Licensing Board under the Miscellaneous Licenses Act (Cap. 127 of the Laws of Brunei).

5.11.2 To hold and continue to hold a Business License under the Business Names Act (Cap. 92 of the Laws of Brunei).

5.12 To use and occupy the Café Concession for the purposes of managing and operating of packed food and drinks Café Concession only and to obtain any licenses, permits and approvals from the relevant authorities which may be required for such use.

- 5.13 Not to make any alteration, additions, changes to the Café Concession without the Government's previous consent in writing which consent shall not be unreasonably withheld. PROVIDED ALWAYS that the consent or approval of the relevant authorities concerned, where necessary, shall first have been obtained prior to the carrying out of any work for which the Government's consent in writing has been given.
- 5.14 IT IS FURTHER PROVIDED ALWAYS that on the expiry or sooner determination of the term hereby granted the Tenderer shall at its own costs and expenses reinstate the Café Concession to its original state and condition (fair wear and tear excepted).
- 5.15 Not to make any alteration, addition or changes of structural nature or which may affect the structure of the Hospital or the Café Concession without prior approval of the Chief Executive Officer.

6. SUPPLY AND OPERATION OF EQUIPMENT

- 6.1 The installation tasks to be performed shall include but not limited to:
- 6.1.1 The connection of equipment to the electrical supply;
 - 6.1.2 The alignment and testing of all equipment;
 - 6.1.3 The provision of an earthing system and electrical surge protection;
 - 6.1.4 The supply, fabrication, painting and assembly of all miscellaneous material, minor components, supports and other such items as are indicated in the accompanying documentation, are clearly intended to be provided, or are obviously required for completion of the works herein specified.
- 6.2 The Tenderer shall maintain and replace, at their own cost, all electrical fittings and lightings installed or maintain by them within the allocated area, using LED-type lighting devices where appropriate. The maintenance of original or existing installations provided by the Hospital shall remain under the responsibility of the Hospital.
- 6.3 The SSB Hospital shall provide electricity supply at designated areas for the use and operation of the Café Concession management equipment.

7. OPERATION OF CAFÉ CONCESSION

- 7.1 The Tenderer can operate the eatery 7 days a week including Friday, Sunday and public holidays.
- 7.2 The Tenderer shall be responsible for direct staff employment, provision of training, coordinating and continuously monitoring / supervising the Café Concession equipment and providing qualified and experience / skilled supervisors and / technicians in the manner befitting a general eatery service.
- 7.3 Day-to-day operations including routine inspection and maintenance of equipment shall be the sole responsibility of the Tenderer.
- 7.4 The Café Concession Tenderer shall provide the statement of accounts of monthly revenue collections to the **Chief Executive Officer, Suri Seri Begawan (SSB) Hospital** not later than the first week of the following month. The SSB Hospital reserves the right to retrieve any reports from the Café Concession management system for whatever purposes.

8. CAFÉ CONCESSION APPEARANCE

The Tenderer shall bear in mind that the appearance of the Café Concession together with the Café Concession operation management **shall contribute and enhance the image of SSB Hospital. It is recommended for the Café Concession to adopt a modern Café Concession style.** Therefore, in the effort to enhance the look of the concerned eatery area:

- 8.1 The Tenderer shall keep the Café Concession clean and tidy at all times at its own cost.
- 8.2 The Tenderer shall provide cleaners to clean the Café Concession facilities seven (7) days a week:
 - 8.2.1 The Tenderer shall clean the Café Concession facilities and surrounding using appropriate equipment as and when required;
 - 8.2.2 The Tenderer shall provide adequate numbers of rubbish bin with lid;
 - 8.2.3 The Tenderer shall be responsible for the waste collection and the disposal of the waste and ensure disposal of the waste to designated approved government dumping area.

9. SIGNAGE

- 9.1 The Tenderer shall maintain directional signage and informational signs at the Café Concession either electronically or other method.
- 9.2 The Tenderer shall display notices / advertisements / health information or messages as approved by SSB Hospital.

10. COMPLIMENTARY RIGHT OF USE

- 10.1 In the event of any major disaster, SSB Hospital shall reserve its right to close the Café Concession premises to the public.

11. PAYMENT OF RENT/LEGAL FEES

- 11.1 The Tenderer shall pay the monthly rent in advance at the beginning of each month without deduction. Monthly rents shall be made in the form of cheque payable to the **Government of His Majesty The Sultan and Yang Di-Pertuan of Brunei Darussalam** and shall be submitted to the **Chief Executive Officer, Suri Seri Begawan (SSB) Hospital** not later than first week of each month.
- 11.2 If at any time the rent or any part thereof (whether lawfully demanded or not) shall remain unpaid for **fourteen days** after becoming payable or if the Tenderer shall at any-time fail or neglect to perform and observe any of the covenants and conditions and on his part to be performed and observed, the Government may terminate the contract with notice and without prejudice to any claim by remedy in respect of any antecedent breach of any covenant or condition.
- 11.3 The Tenderer shall, upon signing of the Contract, pay a **security deposit equivalent to three (3) months' monthly rental**. The deposit shall be held by the Government as security for the due observance and performance of all terms and conditions of the Contract and shall be **refunded without interest** upon satisfactory completion or earlier termination of the Contract, provided that no breach or outstanding payment remains. The deposit shall not be used to offset monthly rental payments.
- 11.4 The Tenderer shall continue such policy or policies of Insurance during the whole leased period and shall be required to produce to the Chief Executive Officer, SSB Hospital or his representative such policy or policies of Insurance and the receipt of payment of the current premium.

11.5 The Tenderer shall pay all dues, stamp duty charges and license fees.

12. MENU AND SERVICES

12.1 To submit a proposal of menu with price suited to packed food and drink style Café Concession.

12.2 Tenderers are encouraged to propose healthy menu items within their proposal.

12.3 To ensure proper revenue collection and effective control for security purposes.

12.4 The Tenderer shall be permitted to issue entry passes to its staff only upon submission of satisfactory evidence demonstrating that the Café Concession has been approved by the Chief Executive Officer of SSB Hospital.

13. SECURITY

13.1 The Tenderer is fully responsible for monitoring and preventing illegal activities at the Café Concession facilities/premises.

13.2 The Tenderer shall provide adequate security monitoring system such as CCTV at the designated area.

13.3 All cost of fitting out and renovations to the Café Concession shall be borne solely by the Tenderer and in accordance with all rules building regulations and by laws of the relevant authorities.

13.4 To supply, install and maintain the equipment in the Café Concession at its own costs and to ensure that the installation and maintenance of the said equipment shall not cause any disruption, nuisance or disturbance at the Hospital.

13.5 To be solely responsible or liable for the security and safety of the Café Concession and all monies being kept at the Café Concession at the sole risk of the Tenderer.

13.6 To provide adequate security personnel and equipment at its own costs.

14 EMPLOYEES

14.1 To employ an adequate number of employees in order to operate and run the Café Concession efficiently.

14.2 All food handlers employed by the Tenderer must possess valid Food Handler Certificates issued or recognized by the Ministry of Health, Brunei Darussalam where the Tenderer is responsible for ensuring that all food handlers are medically fit and trained in accordance with Brunei's food safety and hygiene standards.

15 PASSES AND UNIFORM

15.1 For admission into the Facilities, the Tenderer is required to issue security passes for its employees. For that purpose, the Tenderer shall submit to the SSB Hospital a list of its employees.

15.2 No employee, agent or sub-contractor of the Tenderer shall be admitted into the Facilities nor shall such employee, agent or sub-contractor be permitted to perform the Service unless he has been issued with a security pass.

- 15.3 All employees, agents and sub-contractors of the Tenderer tasked by the Tenderer to perform the Services must wear clean uniforms which shall be provided by the Tenderer. Such uniform shall have the name of the Tenderer clearly marked on it.

16 USE OF FACILITIES

- 16.1 The Tenderer, its employees, agents and sub-contractors shall not enter the Facilities for any purpose other than that specified in this Agreement.
- 16.2 Whilst at the Facilities and in the performance of the Services, the Tenderer, its employees, agents and sub-contractors shall confine themselves to the immediate vicinity of the Facilities and shall cause minimum disturbance to patients.
- 16.3 The Tenderer shall be responsible for providing, installing, and maintaining telephone and internet services at their own expense.

17 FACILITIES

- 17.1 To permit the Government its agents or workmen with or without appliances at all reasonable notice to the Tenderer (except in case of emergency when no notice shall be required) to enter upon and view the state of repair and condition of the Café Concession and to take inventories of the Government's fixtures and fittings therein and to do such works and things as may be required by the Government and the Government may serve notice on the Tenderer of any defect or damage of which the Tenderer may be responsible hereunder requiring the Tenderer within a reasonable time to repair the same in default of the Tenderer so doing it shall be lawful for the Government thereafter to enter and execute the required repairs and for that purpose the Government its architects contractors workmen and agents may enter upon the whole or any part of the Café Concession and there remain the purpose of carrying out such repair work and all expenses and costs of carrying out such work shall forthwith be payable by the Tenderer to the Government on demand.

18 BREAKAGES AND DAMAGES

- 18.1 From time to time to make good any breakage or damage to the common areas of the Hospital or to any adjoining premises or any facilities or appurtenances thereof occasioned by want of care or misuse either by the Tenderer its servants' licensees agents or invitees and shall also repair and replace immediately all damaged or broken lighting, electrical equipment and plumbing and other fixtures and fittings installed upon the Café Concession.
- 18.2 At the expiry or sooner determination of the term hereby granted to peaceably and quietly yield up the Café Concession to the Government in good and Tenderer able repair and condition in accordance with the covenants hereinbefore contained and to remove any signs, names, advertisements or notices erected, painted, displayed or affixed and to make good any damage caused by such removal and also to remove all rubbish, trash, waste and any unwanted materials or items therefrom.
- 18.3 To keep in good repair the walls, floors, main drains and pipes and the external parts of the Hospital and the Café Concession save where such repair is required due to the fault neglect or default of the Tenderer, its agents, servants, licensees, invitees.
- 18.4 So long as the Tenderer shall pay the monthly rental and perform and observe the several stipulations, conditions and agreements on its part herein contained, to allow the Tenderer to peacefully hold and enjoy the Café Concession during the term hereby created without any interruptions by the Government or any persons lawfully claiming through or under the Government.

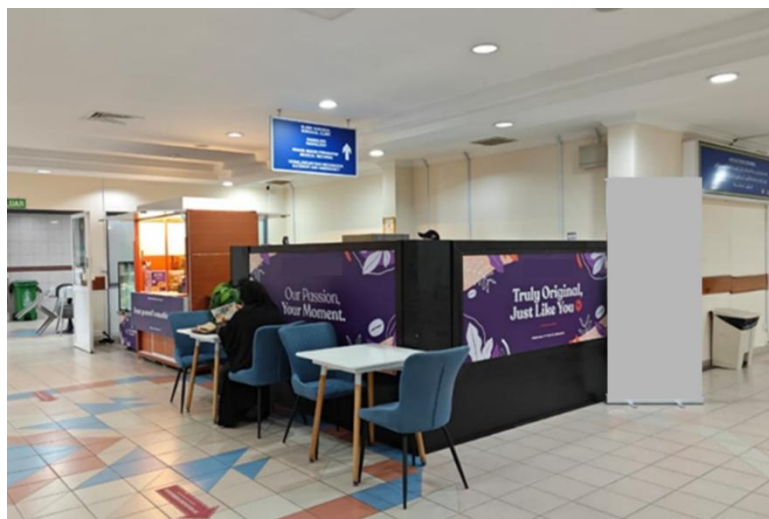
- 18.5 Maintain and keep in repair the common areas of the Hospital provided that the manner and frequency of such maintenance and the expenditure thereon shall be at the absolute discretion of the Government.
- 18.6 If at any time during this tenancy the Café Concession or any part thereof shall be destroyed or damaged by fire or other disabling or inevitable cause so as to become unfit for use and occupation except when such fire shall have been caused by any act or default of the Tenderer, its servants, agents, licensees or invitees, then the Monthly Rental or a fair and just proportion thereof according to the nature and extent of the damage sustained (to be ascertained in the case of dispute by arbitration in the manner provided in this tenancy) shall be suspended and ceased to be payable until Café Concession shall have been reinstated and rendered fit for use Provided Always that if in the event that the Government shall be unable to rebuild or reinstate the Café Concession fit for occupation within two (2) months from the date thereof, the Tenderer shall have the option either to terminate the tenancy herein created or to continue suspending the ceasing of payment of the Monthly Rental. The Government shall not be bound or compelled to rebuild or reinstate the same and in the event the Government decide not to rebuild or reinstate the said tenancy shall determine.

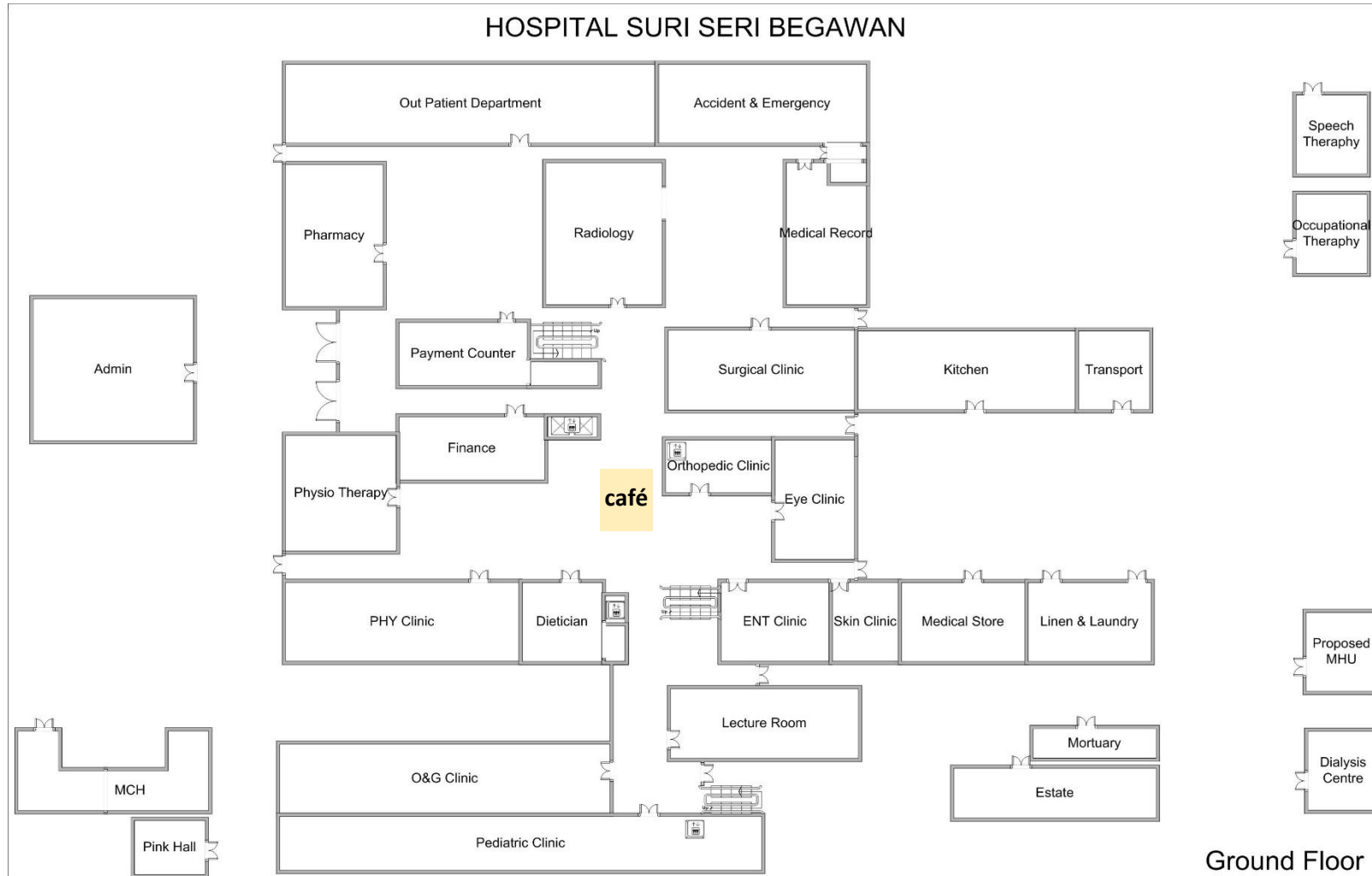
APPENDIX A

Existing State of Café Concession location



Ground Floor Plan, Block B area





Measurement (~7-meter x ~3.5 meter)

SECTION 3
FORMS TO BE USED
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SCHEDULE 1

TENDER FORM

To:

TENDER REFERENCE NO.: KK/367/2025/SSBH(TC)

**INVITATION TO TENDER FOR THE MANAGEMENT AND OPERATION OF A BRAND NAME
SPECIALTY CAFÉ CONCESSION AT BLOCK B AREA, GROUND FLOOR, SURI SERI BEGAWAN
(SSB) HOSPITAL FOR A PERIOD OF FIVE (5) YEARS**

TENDER OF (name of Supplier) : _____

Company/Business Registration No : _____

Tender Closing Date : _____

Business Proposal complete with the proposed enhancement of the appearance of the Cafe Concession facilities, services to be offered including the system/equipment to be used and the operation, maintenance and cleaning program for the Cafe Concession facilities (based on the checklist of the specifications and requirements)

(To be attached with this tender form)

NO.	DESCRIPTION	RENTAL AMOUNT	
		PER MONTH (\$)	FIVE (5) YEARS (\$)
1	THE RENTAL COST OF THE MANAGEMENT AND OPERATION OF A BRAND NAME SPECIALTY CAFÉ CONCESSION AT BLOCK B AREA, GROUND FLOOR, SURI SERI BEGAWAN (SSB) HOSPITAL FOR A PERIOD OF FIVE (5) YEARS		

Note: Prospective tenderers are encouraged to request and undertake a site inspection prior to submitting their proposals.

PRICING LIST OF THE FOOD AND BEVERAGE THAT SHOULD BE SOLD:

A. FOOD			
LIST	PRICE	LIST	PRICE

OTHER FOOD

OTHER FOOD			
LIST	PRICE	LIST	PRICE

B. DRINK			
LIST	PRICE	LIST	PRICE

OTHER DRINK

OTHER DRINK			
LIST	PRICE	LIST	PRICE

- Dated this day of 2025

Name :
Designation :

THE MANAGEMENT AND OPERATION OF A BRAND NAME SPECIALTY CAFÉ CONCESSION AT BLOCK B AREA, GROUND FLOOR, SURI SERI BEGAWAN (SSB) HOSPITAL FOR A PERIOD OF FIVE (05) YEARS

NO.	SPECIFICATION AND REQUIREMENT	OFFER	REMARKS (IF ANY)
1.	The Tenderer shall only be permitted to conduct the business of operating and managing the café concession approved by the Government of Brunei Darussalam		
2.	The Tenderer shall perform the following services: - 1. providing variety of food choices, 2. food preparation, handling, storage and distribution, and 3. reducing the risk of infections in the facility associated with operations of the food services		
3.	Provision of equipment including crockeries and cutleries to the facilities		
4.	The tenderer needs to provide the premise with the needful necessities such as cold storage, movable cabinet or loose furniture.		
5.	The premise shall be maintained to the highest standard of cleanliness. Officers from respective hospitals/facilities shall be allowed to inspect the premise at all time.		
6.	The Tenderer shall provide cleaners to maintain the kitchen cleanliness, neatness, hygienic at all times.		
7.	The Tenderer shall keep/stock crockeries, cutleries and utensils in proper storage.		
8.	The Tenderer shall provide complete utensils, utensils' washing dispenser, rubbish trollies, rubbish/garbage bins, garbage plastic bags, pails and mops, detergents for floor, walls, mirrors and etc		
9.	The Tenderer shall be responsible for the proper disposable of waste e.g. waste water, food waste, and used disposable items.		

NO.	SPECIFICATION AND REQUIREMENT	OFFER	REMARKS (IF ANY)
10.	The Tenderer shall be responsible for maintenance of the infrastructure, replacements of electrical fittings, and equipment at all time.		
11.	Any civil work in relation to the installation of equipment including building modification will be responsible by the Tenderer		
12.	The proposed building modifications must be submitted to the CEO of the respective hospitals/facilities for permission before its implementation		
13.	The Tenderer shall finance towards the cost of supplying, installing, commissioning and maintenance of any related equipment/furniture/ including directional signage.		
14.	The Cafe Concession tenderer shall comply with rules and regulations set by the SSB Hospital at all times.		
15.	Tenderers are required to submit a business proposal (colored 2D) of the designated area (APPENDIX A) complete with the proposed enhancement of the appearance of the Cafe Concession facilities, services to be offered		
16.	Tenderers are also required to submit price quote (MINIMUM BND 500.00 PER MONTH) for the Cafe Concession. Please state your best offer at Schedule 1 – Tender Form		
17.	The successful company shall not sub-let the contract to a third party		
18.	The Tenderer can operate the eatery 7 days a week including Friday, Sunday and public holidays.		
19.	The Tenderer shall bear in mind that the appearance of the Cafe Concession together with the Cafe Concession operation management shall contribute and enhance the image of SSB Hospital. It should be of an ambience of quality and modern-style		
20.	To submit a proposal of menu suited of Cafe Concession		

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 is the Tender Closing Date) of the Contractor and sub-contractor(s) in the:
 - ***Operating & Managing Food Establishments such as canteens, café.***
 - 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 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 of 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

Customers 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 purpose.

SCHEDULE 6 – DECLARATION

PENGAKUAN PENENDER
SUPPLIER'S DECLARATION