

TENDER REFERENCE NO.: KK/16/2026/ESTETMOH(TC)

**MINISTRY OF HEALTH
NEGARA BRUNEI DARUSSALAM**

**DOMESTIC WASTE COLLECTION AND DISPOSAL
SERVICES FOR PERUMAHAN DIBAWAH KAWALAN
KEMENTERIAN KESIHATAN FOR A PERIOD OF TWO
YEARS (2) YEARS**

TENDER FEES : \$10.00

RECEIPT NO. :

CLOSING DATE : ON TUESDAY, 10/03/2026

TIME : 12.00 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

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**INVITATION TO TENDER
DOMESTIC WASTE COLLECTION AND DISPOSAL SERVICES FOR PERUMAHAN
DIBAWAH KAWALAN KEMENTERIAN KESIHATAN FOR A PERIOD OF TWO (2) YEARS**

SCOPE OF WORK

The Contractor shall:

Collection Points

1. Carry out Domestic Waste Collection and Disposal Services from the following premises:
 - i. Block C10 & Block C11 Simpang 253-66, Kg Kiarong
 - ii. Block F1, Block F2, Block F3, Block F4, Block F5, Block F6, Simpang 253-17, Kg Kiarong
 - iii. Block E10 Simpang 50-3, Lapangan Terbang Lama
 - iv. Block H1, Block H2, Block H3 Simpang 118-12-19 Kg Kiulap
 - v. Banglo No.3, Banglo No.5, Banglo No. 7, Banglo No. 9 and Banglo No. 11 (Unit Berkhatan) Simpang 253-54-6, Kg Kiulap
 - vi. Block B1 Simpang 253-47 Kg Kiarong
 - vii. Block B2 Simpang 253-47 Kg Kiarong

(Hereinafter collectively referred to as “the Collection Points” and individually as “the Collection Point”)

Collection Schedule

2. Collect the Waste from each site according to the schedule as stated below:

| Collection Points | No. of collections per week | Days of collection | Time |
|--|------------------------------------|---------------------------|-------------|
| 1. Block C10 & Block C11 Simpang 253-66, Kg Kiarong | 3 times | | |
| 2. Block F1, Block F2, Block F3, Block F4, Block F5, Block F6, Simpang 253-17, Kg Kiarong | | | |
| 3. Block E10 Simpang 50-3, Lapangan Terbang Lama | | | |
| 4. Block H1, Block H2, Block H3 Simpang 118-12-19 Kg Kiulap | | | |
| 5. Banglo No.3, Banglo No.5, Banglo No. 7, Banglo No. 9 and Banglo No. 11 (Unit Berkhatan) Simpang 253-54-6, Kg Kiulap | | | |
| 6. Block B1 Simpang 253-47 Kg Kiarong | | | |
| 7. Block B2 Simpang 253-47 Kg Kiarong | | | |

Dumping Ground

3. **Collect** the waste from the **refuse Collection Points** and **transport** it to the **Municipal Dumping Ground** located at Sungai Paku for disposal or any designated approved government dumping ground within the state of Negara Brunei Darussalam.

Vehicles

4. Collect and transport the Waste from the Collection Points using **vehicles specially designated for such purposes** (refuse compactor) and approved by JASTRE. Such vehicles shall be thoroughly cleaned after each cycle of use when spillage has occurred.
5. Submit **the list of vehicles proposed** for use in the performance of this Agreement **within (10) days of signing the Agreement** to the Department of Administration (Housing Unit), Ministry of Health, stating:
 - i. the registration numbers
 - ii. load carrying capacities by weight and volume

Any subsequent changes to the list **shall be notified to the Estate Management And Project Development Section, Ministry of Health**, in advance. Substitute vehicles to be used in case of breakdown shall also be made known to the Department of Administration (Housing Unit), Ministry of Health in advance.

6. Ensure that drivers of all such vehicles and any assistants to such drivers are **properly trained to carry out their duties** in a safe and professional manner and be able to **manage any possible emergency situation**.
7. Provide such drivers and assistants with **protective clothing appropriate for the tasks** assigned to them.
8. Ensure that the collection of waste **shall not cause any inconvenience to the public**.

Waste receptacles

9. supply and maintain waste receptacles at the collection points as follows:
 - i. 240 litres wheel containers capacity with lids and container label
 - ii. Black garbage bins at each collection points.

Cleaning of waste receptacles

10. Clean all waste receptable, any excess refuse in and around the waste receptacles.
11. Leave all waste receptacles clean and tidy to the satisfaction of the officer-in-charge of each of the collection points.
12. Ensure that the collection points is sprayed with insect repellent / killer.
13. Clean all waste spillage arising or occurring during collection or transportation immediately.

Plastic Garbage Bags

14. The contractor shall apply black garbage bags at each Collection Point and replace them after each collection.

Notification

15. Ensure that any matters concerned the above services area to be **communicated directly** to the relevant Estate Management And Project Development Section, Ministry of Health including pricing, claims / payment and collection schedule.
16. The Contractor shall **notify** the Management of Estate Management And Project Development Section, Ministry of Health **within 24 hours of any disruption in the schedule of collection.**
17. The Management of Estate Management And Project Development Section, Ministry of Health **reserve the right to engage another contractor** to execute the waste collection and disposal services if the Contractor **fails to perform** the services required. The **costs** of the services provided by any such contractor **shall be deducted proportionately for any moneys due to the Contractor.**

Quality of Service

18. Ensures that the Services provided under the Agreement are of high quality and conform to the Specifications.
19. Institute strict procedures for the prevention of cross-infection.

Penalties

20. The Management of Department of Renal Services reserves the right to impose a penalty/ penalties amounting to **10% of the total sum of claiming in a month for each Collection Point** in the event the Contractor fails or is unable to carry out the services within the time specified.

Claims

21. **Invoices** must be certified by the supervising officer before the payment can be processed.
22. The Contractor shall prepare and submit invoices **on a monthly basis** together with Work Order (Appendix 1), not later than the first week of the following month and address to:-

*Assistant Director Project Development
Estate Management and Project Development Section
Ministry of Health
Bandar Seri Begawan
Attn: Officer in-charge*

SECTION 3
FORMS TO BE USED
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SCHEDULE 1

TENDER FORM

TENDER REFERENCE NO.: KK/16/2026/ESTETMOH(TC)

**INVITATION TO TENDER
DOMESTIC WASTE COLLECTION AND DISPOSAL SERVICES FOR PERUMAHAN DIBAWAH
KEMENTERIAN KESIHATAN FOR A PERIOD OF TWO (2) YEARS**

TENDER OF (name of tenderer)

Company/Business Registration No.: _____

Tender Closing Date: _____

| ITEM NO. | DESCRIPTION | QTY (NO. OF WASTE COLLECTION POINTS) | UNIT | RATE (3 TIMES/ WEEK) | AMOUNT |
|-----------------|--|---|-------------|-------------------------------------|---------------|
| (i) | Block C10 & Block C11 Simpang 253-66, Kg Kiarong C10=2 collection points C11=2 collection points | 4 | No. | | |
| (ii) | Block F1, Block F2, Block F3, Block F4, Block F5, Block F6 Simpang 253-17, Kg Kiarong F1=2 collection points F2=2 collection points F3=2 collection points F4=2 collection points F5=2 collection points F6=2 collection points | 12 | No. | | |
| (iii) | Block E10 Simpang 50-3, Lapangan Terbang Lama E10=2 collection points | 2 | No. | | |
| (iv) | Block H1, Block H2, Block H3 Simpang 118-12-19, Kg Kiulap H1=3 collection points H2=3 collection points | 6 | No. | | |
| (v) | Banglo No.3, Banglo No.5, Banglo No.7, Banglo No.9 and Banglo No.11 (Unit Berkhatan) Simpang 253-54-6, Kampong Kiarong Banglo No.3=1 collection point Banglo No.5=1 collection point Banglo No.7=1 collection point Banglo No.9=1 collection point Banglo No.11=1 collection point (Unit Berkhatan) | 4 | No. | | |

| ITEM NO. | DESCRIPTION | QTY (NO. OF WASTE COLLECTION POINTS) | UNIT | RATE (3 TIMES/ WEEK) | AMOUNT |
|---|---|---|------|----------------------------|--------|
| (vi) | Block B1 Simpang 253-47, Kampong Kiarong Block B1=2 collection points | 2 | No. | | |
| (vii) | Block B2 Simpang 253-47, Kampong Kiarong Block B2=2 collection points | 2 | No. | | |
| Total Contract Amount Per Week | | | | | |
| Total Contract Amount Per Month (x 4) | | | | | |
| Total Annual Contract Amount (x 12) | | | | | |
| Total Overall Contract Amount for 3 years (x 3) (Carried to Tender Form) | | | | | |

Note: The Contractor shall ensure that any matters concerned the above services are to be communicated directly to the relevant Management (Estate Management and Project Development Section, Ministry of Health) including pricing, claims/payment and collection schedule.

1. We offer and undertake on your acceptance of our Tender to provide the above mentioned services in accordance with your Invitation To Tender.
2. Our Tender is fully consistent with and does not contradict or derogate from anything in your Invitation To Tender. We have not qualified or changed any of the provisions of your Invitation To Tender.
3. 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 **SIX (6)** 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 .

Tenderer's official stamp:

Signature of authorised officer of Tenderer

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:
 - ***Provision of Domestic Waste Collection and Disposal Service***
 - 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 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 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 – DECLARATION

6.1 Tenderers shall complete and submit the Declaration form below.

TENDERER'S INTEGRITY DECLARATION