

TENDER REF. NO.: KK/151/2026/PIHM(TC)

**MINISTRY OF HEALTH
NEGARA BRUNEI DARUSSALAM**

**PROVISION OF CATERING SERVICES TO THE PENGIRAN
ISTERI HAJJAH MARIAM HOSPITAL, TEMBURONG FOR A
PERIOD OF THREE (3) YEARS**

TENDER FEE : \$500.00

RECEIPT NO. :

CLOSING DATE : ON TUESDAY, 04th AUGUST 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

1. GENERAL

The Ministry of Health in its continuous effort to improve and enhance the quality of services provided to the patients, intends to privatise the catering service at the facility as stated below:

1.1	Management by PIHM Hospital, Temburong Telephone no: 5221252	No. of Beds	Max. No. Of Patients Per Day
1.1.1	The Pengiran Isteri Hajjah Mariam (PIHM) Hospital, Temburong	40 + 16 (Renal Patients)	
Total		56	56

2. SCOPE OF WORK

2.1 Carrying out all aspects of food service ranging **from taking of meal orders from patients, food preparation in the Caterer's own kitchen to serving of foods in wards/patients' areas:**

- 2.1.1 Preparing, cooking, portioning and plating of meals in the kitchen;
- 2.1.2 Placing of meals trays into transport trolleys and into the hot and cold dietary carts;
- 2.1.3 moving tray transport trolleys and the hot and cold dietary carts from the kitchen to the trolleys holding area and then to wards/patients' area;
- 2.1.4 distributing and serving of meals trays to patients at the commencement of meal periods;
- 2.1.5 collecting meal trays after completion of meals and the washing of dirty crockery and cutlery;
- 2.1.6 preparing and distributing beverages from the respective ward pantries during meal periods;
- 2.1.7 administering and taking of meal orders
- 2.1.8 the number of meals to be provided shall be made and agreed by both parties accordingly; The Caterer's personnel and Hospital Personnel
- 2.1.9 planning of menus based on:

2.1.9.1 Schedule 2

2.1.9.2 Dietary Guidelines are set by the Ministry of Health from time to time.

2.2 The Caterer shall provide necessary kitchen/food utensils including crockeries and cutlery to the facilities based on the requirement as specified in **Schedule 3**.

2.2.1 The Caterer shall keep extra quantities of crockeries, cutlery and kitchen/food utensils and put them in a proper storage.

3. SERVICE QUALITY

3.1 The Caterer shall comply to **Joint Commission International (JCI)** Accreditation in terms of food and nutrition therapy standards care of patients which includes the following:

- 3.1.1 providing variety of food choices
- 3.1.2 food preparation, handling, storage and distribution,
- 3.1.3 reducing the risk of infections in the facility associated with operations of the food services
- 3.2 Ensures that the Services provided under the Agreement are of high quality and conform to the Specifications outlined.

4. PREMISE/PRE-DISTRIBUTION AREA

- 4.1 The Caterer will be allocated a premise/pre-distribution area within the facility for convenience of necessary preparation prior to distribution of food to the wards.
- 4.2 The Caterer shall contribute and enhance the image of the facilities. Therefore in the effort to enhance the look of the concerned food preparation area:-
 - 4.2.1 The Caterer needs to provide the allocated premise/pre-distribution area with the needful necessities such as cold storage, fixed cabinet or loose furniture.
 - 4.2.2 The Caterer shall finance towards the cost of supplying, installing, commissioning and maintenance of any related equipment and furniture including directional signage.
 - 4.2.3 The Caterer, at all time, shall be responsible for maintenance of the infrastructure, replacements of electrical fittings and equipment.
 - 4.2.4 The proposed building modifications must be submitted to the CEO of the respective hospitals/facilities for permission before its implementation.
- 4.3 The allocated premise/pre-distribution area shall be maintained to the highest standard of cleanliness. Officer(s) from respective hospitals/facilities shall be allowed to inspect the premise at all time.
 - 4.3.1 The Caterer shall provide cleaners to maintain the cleanliness, neatness, hygienic at all times.
 - 4.3.2 The Caterer shall provide plastic curtain and install electrical insect killer in the premise
 - 4.3.3 The Caterer shall provide utensils' washing dispenser, rubbish trollies, rubbish/garbage bins, garbage plastic bags, pails and mops, detergents for floor, walls, mirrors and etc.

5. WASTE MANAGEMENT

- 5.1 The Caterer shall be responsible for the management of waste related to the catering services that has been provided to the facilities e.g. used cooking oil, food waste and used disposable items.
 - 5.1.1 The waste should not be thrown into any of the bins available in the facilities.
 - 5.1.2 The Caterer shall have rubbish trollies, rubbish/garbage bins and garbage plastic bags for effective management of the waste.
 - 5.1.3 The Caterer shall have mean of transportation of their waste to the appropriate rubbish dumping area

6. TYPES OF MEAL

- 6.1 The Caterer shall comply with dietary requirements (including special diets) provided as specified according to **different categories of patients**
- 6.2 The Caterer shall provide **Halal** and **Monosodium glutamate (MSG) free** meal

6.3 The Caterer shall provide the following meals to patients in the facilities:

Serving Time

PAEDIATRIC WARD	MALE WARD	FEMALE WARD / MATERNITY WARD	RENAL UNIT
BREAKFAST	BREAKFAST	BREAKFAST	BREAKFAST
LUNCH	LUNCH	LUNCH	LUNCH
AFTERNOON TEA	AFTERNOON TEA	AFTERNOON TEA	AFTERNOON TEA
DINNER	DINNER	DINNER	DINNER

6.3.1 The Caterer shall ensure that the meals shall be ready for consumption by the patients at the following times everyday:

Breakfast	:	7.00 – 7.30 am
Lunch	:	12.00 – 12.45 pm
Afternoon Tea	:	3.00 – 3.30 pm
Dinner	:	6.00 – 7.30 pm

6.3.2 All menus provided should be on **5 weeks rotation** and need to be **revised three times per year** or less depending on the request of the management.

6.3.3 The Caterer shall provide a planned schedule of the revised menu with food sampling for approval from PIHM Management representative.

6.3.4 Menus for therapeutic diets should be agreed by Hospital dietitian.

6.3.5 The Caterer shall prepare additional number of meals in the event of Major Medical Emergencies

6.3.6 In the event meals served do not comply to the satisfactory requirement of the PIHM Management, the Caterer shall make replacement of meals immediately.

7 ESTIMATED MEALS REQUIREMENT

DAY OF THE MONTH	PAEDIATRIC WARD					MALE WARD					FEMALE WARD / MATERNITY WARD					RENAL UNIT					TOTAL
	BREAKFAST	LUNCH	A/TEA	DINNER	E/TEA	BREAKFAST	LUNCH	A/TEA	DINNER	E/TEA	BREAKFAST	LUNCH	A/TEA	DINNER	E/TEA	BREAKFAST	LUNCH	A/TEA	DINNER	E/TEA	
1	0	0	0	0	0	0	1	1	2	2	2	2	2	2	1	6	6	4	4	0	35
2	0	2	2	2	2	5	4	3	4	4	1	1	0	1	1	7	7	5	5	0	56
3	2	1	2	2	2	4	4	4	4	4	1	0	0	1	1	0	0	0	0	0	32
4	2	2	2	2	0	4	6	6	4	5	0	0	2	2	1	6	7	4	4	0	59
5	2	3	0	1	1	5	5	5	0	0	2	2	2	2	2	7	7	5	5	0	56
6	2	2	2	2	2	4	7	5	3	3	3	2	2	2	2	6	6	4	4	0	63
7	2	4	3	3	3	9	10	5	3	3	3	2	3	0	0	8	8	6	6	0	81
8	1	1	1	1	1	3	3	4	4	4	1	1	1	1	1	6	6	3	3	0	46
9	1	0	0	0	0	4	6	5	4	4	4	4	5	5	5	7	7	7	7	0	75
10	1	1	0	0	0	4	5	5	6	6	6	6	6	6	6	0	0	0	0	0	58
11	0	5	5	1	1	6	6	6	4	4	7	7	8	7	7	5	5	6	6	0	96
12	1	1	0	0	0	4	5	3	2	2	7	6	7	8	9	12	12	0	0	0	79
13	0	1	1	1	1	3	3	1	2	2	9	9	9	8	8	11	11	3	3	0	86
14	1	1	1	1	1	2	2	2	2	1	9	9	8	7	8	11	11	0	0	0	77
15	1	1	1	1	1	1	1	1	1	1	8	5	5	5	5	8	8	4	4	0	62
16	1	2	1	2	2	2	4	3	2	2	5	5	5	5	5	11	11	0	0	0	68
17	2	2	2	2	2	2	2	3	3	3	6	6	6	7	7	0	0	0	0	0	55
18	2	2	2	0	0	5	7	7	6	6	8	9	8	8	7	9	9	6	6	0	107
19	0	0	0	0	0	7	6	6	6	6	8	8	8	8	8	10	10	0	0	0	91
20	1	1	1	1	1	6	6	4	3	3	10	8	4	3	3	9	9	4	4	0	81
21	1	1	1	1	1	4	3	3	4	4	4	4	3	3	3	11	11	0	0	0	62
22	1	0	0	0	0	4	3	3	3	3	5	5	5	0	2	9	9	4	4	0	60
23	0	0	0	0	0	4	4	2	2	2	5	6	6	5	5	10	10	0	0	0	61
24	2	2	2	2	2	4	3	3	2	2	6	4	1	2	2	0	0	0	0	0	39
25	2	2	1	1	1	3	3	2	2	2	6	5	4	3	4	8	9	3	3	0	64
26	1	1	3	5	5	4	3	3	2	3	4	8	8	8	7	11	11	0	0	0	87
27	4	3	3	3	3	6	7	4	4	4	5	5	5	5	5	9	9	3	3	0	90
28	3	3	3	3	3	5	6	3	3	3	4	5	3	3	4	10	11	0	0	0	75
29	3	1	0	0	0	3	3	2	2	2	4	3	4	4	4	8	8	4	4	0	59
30	0	0	0	0	0	4	6	4	4	4	7	4	2	2	2	10	11	0	0	0	60
31	2	2	2	2	2	4	4	5	3	3	2	2	2	3	3	0	0	0	0	0	41
TOTAL	41	47	41	39	37	125	138	113	96	97	152	143	134	126	128	225	229	75	75	0	2061

7.3 The above number of meals is only estimated requirement for Caterer's guidance. The Caterer may require to provide extra number of meals for the facilities based on the order taken.

7.4 The **Total Minimum Daily Requirement** is **65 meals**

8 CATERER'S CONTACT PERSON

8.1 The Caterer shall appoint senior member of its staff as the principal contact person ("Principal Contact") between the Caterer and the MOH, facility; PIHM Hospital, Temburong.

8.2 The names and contact numbers of the Principal Contacts must be provided to the MOH on or before the Effective Date.

9 PASSES AND UNIFORM

9.1 For admission into the Facilities, the Caterer, its employees, agents and sub-contractors will be issued with security passes issued by MOH. For that purpose the Caterer shall submit to the MOH two (2) copies of passport size photograph of each of the employee, agent or sub-contractor who has been tasked by the Caterer to perform the Services

9.2 No employee, agent or sub-contractor of the Caterer 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

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

10 USE OF FACILITIES

10.1 The Caterer, its employees, agents and sub-contractors shall not enter the Facilities for any purpose other than that specified in this Agreement.

10.2 Whilst at the Facilities and in the performance of the Services, the Caterer, its employees, agents and sub-contractors shall confined themselves to the immediate vicinity of the Facilities and shall cause minimum disturbance to patients.

11 CLAIMS

11.1 The Caterer shall **ONLY** claim payment for **NUMBER OF MEALS PROVIDED** to the patients

11.2 The claim for the facility shall be submitted to the Office of the Chief Executive Officer through the Assistant Catering Manager in that facility for payment process.

11.3 The Caterer shall prepare and submit the **invoices** on a **weekly basis** and address to:

*The Permanent Secretary Ministry Of Health
(Attention: Senior Hospital Administrator)
Pengiran Isteri Hajjah Mariam Hospital, Temburong)
Negara Brunei Darussalam*

SCHEDULE 2

SPECIFIC CONDITIONS

The following is a general guideline on the minimum quantities of prepared/cooked food to be served per person per meal for persons on a normal diet:

BREAKFAST

FOOD AND DRINKS	QUANTITY
Bread or	40 gm per slice
Roll	35 – 40 per roll
Jam (portioned)	10 gm
Butter or Unsaturated Margarine (portion)	10 gm
Noodle/Rice or	200 gm
Porridge	250 300 ml (subject to limitation of compartment size)
Baked beans	120 – 150 gm
Meat (Chicken/fish/beef)	30 gm
Eggs	50 – 60 gm each
Juices (sweetened or unsweetened)	120 ml
Skim milk or cup	18 – 20 gm of powder per
Whole milk or	180 ml per cup
Tonic drinks (milo, ovaltine, Horlicks, etc)	18 – 20 gm powder per cup
Coffee/Tea	150 ml per cup
Sugar	1 sachet
Creamer	1 sachet
Sweetener	1 sachet
Mineral Water	150 ml

Beverage*

LUNCH

FOOD AND DRINK	QUANTITY
Meat (Chicken/fish/beef/mutton) Excluding weight of bones	140 gm cooked, drained weight of meat
Rice/Noodle/Potatoes or	200 gm
Porridge	250-300 ml (subject to limitation of compartment size)
Vegetables	140 gm cooked (drained weight)
Soup	100-120 ml (subject to limitation of compartment size)
Fruit	120-150 gm each
Pickles/Salad	60 – 80 gm
Dressing	15 ml
Gravy	50 ml
Salt	1 sachet (to be supplies to VIP Wards)
Pepper	1 sachet (to be supplies to VIP Wards)
Mineral Water	150 ml

AFTERNOON TEA

Cakes or assorted pastries or kueh : 40 – 60 gm

Beverage*

DINNER

Refer to LUNCH

Beverage*

*In general, coffee/tea or beverage of choice.

- ✓ Low fat milk/tonic drink for **Ante/Post-Natal and Paediatric Patient**
- ✓ Low fat milk for **Critical Care patient**

SPECIFIC CONDITIONS

1. The Caterer must provide the meals for the different classes of accommodation. This includes providing healthy choices of meals.
2. There shall be separate menu for paediatric patients.
3. The Caterer must supply Therapeutic Diets and when needed. The dietician employed by the Caterer must prepare standard menus for all the therapeutic diets and this should be agreed by the Hospital Dietitian some examples:
 - a. Renal diet
 - b. Diabetic diet
 - c. High Protein diet
 - d. Low cholesterol diet
 - e. Low fat / salt diet
4. All menus provided should be on 5 weeks rotation as per stated in **Appendix 1** and **Appendix 2**. Menus for therapeutic diets should again be agreed by Hospital Dietitian.
5. MOH reserves the right to visit and inspect the place of food preparation to the Caterer if and when required.
6. The Caterer shall prepare a planned schedule for health and safety inspection every 3 months for assessment and the report shall be submitted to the management of PIHM Hospital.
7. The result of the assessment shall be maintained grade A at all times.
8. The result of the assessment shall be used for the purpose of payment.
9. Replacement of meal trays shall be arranged immediately whenever wrong trays (i.e. different from what was requested) are prepared.
10. In the event of any incident where the location, number, severity, or type of live casualties requires extraordinary resources (major medical emergencies) the Caterer shall prepare additional number of meals.
11. In the event meals served do not comply with the satisfactory requirements of MOH, the Caterer shall make replacement of meals immediately.
12. Any delay and spoilt food, the Caterer would be fined according to the action stated in **Appendix 3**.

SCHEDULE 3

LIST OF EQUIPMENT TO BE PROVIDED BY THE CATERER

Part A

Equipment

Item No.	Description	Quantity
1	Heated food Trolley Make: Rieber Werke 2000 Series West Germany or equivalent	1 unit
2	Cutlery Tray	55 Units
3	Hot Water Urn	5 Units

Part B

Crockery and Cutlery

Item No.	Description	Quantity
1	Crockery a) Milk jug 10 oz b) Sugar bowl 7 ½ oz c) Dessert plate 8 in d) Salad bowl 6 in e) Tea pot 15 oz f) Cup 6 oz	55 pcs 55 pcs 55 pcs 55 pcs 55 pcs 55 pcs
2	Cutlery a) Table knife 8 in b) Table spoon 8 in c) Table fork 8 in d) Soup spoon 7 in e) Tea spoon	55 pcs 55 pcs 55 pcs 55 pcs 55 pcs
3	Three Compartment Food Tray c/w Lid Make: Cambro, USA or equivalent	55 pcs
4	Services Trolley	2 units
5	Crockery and Cutlery All crockery and cutlery in use for General Wards	

Note:

1. **Disposable** containers, cups and utensils are to be used **for patients with infectious disease** at no additional costs.
2. The above mentioned crockery and cutlery quantities are **for guidance only**. Any additional quantities and necessary items if and when required by the facilities are to be provided by the Caterer at no additional cost.
3. Each meal **must be served with complete crockery and cutlery**

**MEAL SCHEDULE FOR FEMALE WARD, MALE WARD AND RENAL DIALYSIS
OF THE PENGIRAN ISTERI HAJJAH MARIAM, HOSPITAL, TEMBURONG**

Menu A - Breakfast 7.00am
Menu B - Lunch 12.00 pm

Menu C - Afternoon Tea 3.00pm
Menu D - Dinner 6.00pm

	Menu A	Menu B	Menu C	Menu D
Set 1	Tea/Kopi Telur Separuh Masak 2 Sandwich Ayam Buah Pisang	Nasi/bubur Air Mineral Rumahani Bini Goreng Sayur Kacang Tumis	Tea/Kopi 2 keping cream cracker	Nasi/ bubur Air Mineral Ayam Grill Sayur Timun Tumis
Set 2	Tea/Kopi Telur Separuh Masak 2 sandwich Tuna Buah Epal	Nasi/bubur Air Mineral Daging Kicap Sayur Campur	Tea/Kopi 2 keping Roti Kawin (Magarine + kaya)	Nasi/ bubur Air Mineral Ayam Steam Sayur Hijau
Set 3	Tea/Kopi Telur Separuh Masak Mee / Bihun goreng 10 biji buah anggur	Nasi/bubur Air Mineral Ayam Pangang/Goreng Sayur Hijau	Tea/Kopi Sandwich Ayam	Nasi/ bubur Air Mineral Tenggiri Asam Pedas Sayur campur
Set 4	Tea/Kopi Telur Separuh Masak 2 keping Roti Kawin (Magarine + mentega kacang) Buah Limau	Nasi/bubur Air Mineral Ayam grill Timun Tumis	Tea/Kopi 2 keping cream cracker	Nasi/ bubur Air Mineral daging Sayur Hijau
Set 5	Tea/Kopi Telur Separuh Masak 2 biji popia sayur Buah Lai	Nasi/bubur Air Mineral Ayam Steam Sayur Hijau	Tea/Kopi 2 Sandwich Tuna	Nasi/ bubur Air Mineral Ikan Merah Kunyit Sayur Kacang Panjang Tumis

**MEAL SCHEDULE FOR PAEDIATRIC WARD
OF THE PENGIRAN ISTERI HAJJAH MARIAM, HOSPITAL, TEMBURONG**

Menu A - Breakfast 7.00am
Menu B - Lunch 12.00 pm

Menu C - Afternoon Tea 3.00pm
Menu D - Dinner 6.00pm

	Menu A	Menu B	Menu C	Menu D
Set 1	Milo Telur dadar (scramble) 2 Sandwich Ayam Buah Pisang	Nasi/bubur Air Mineral Sup isi ikan Sayur Kacang Tumis	Milo 2 keping cream cracker	Nasi Ayam Grill Sayur Timun Tumis Minuman Mineral
Set 2	Milo Telur dadar (scramble) 2 Sandwich Tuna Buah Epal	Nasi/bubur Air Mineral Ayam masak kicap Sayur Campur	Milo 2 keping Roti Kawin (Magarine + kaya)	Nasi Sup isi ikan Sayur Labu Minuman Mineral
Set 3	Milo Telur dadar (scramble) Mee / Bihun goreng 10 biji buah anggur	Nasi/bubur Air Mineral Ayam sup Sayur Labu	Milo 2 Sandwich Ayam	Nasi Daging masak kicap Sayur campur Minuman Mineral
Set 4	Milo Telur dadar (scramble) 2 keping Roti Kawin(Magarine + mentega kacang) Buah Limau	Nasi/bubur Air Mineral Isi ikan Timun Tumis	Milo 2 keping cream cracker	Nasi Ayam Masak kicap Sayur Hijau Minuman Mineral
Set 5	Milo Semangkuk cornflake +susu (kurang lemak) Buah Lai	Nasi/bubur Air Mineral Daging/ ikan Sayur campur	Milo 2 Sandwich Tuna	Nasi Ayam sup Sayur Kacang Panjang Tumis Minuman Mineral

MEAL SCHEDULE OF THE PENGIRAN ISTERI HAJJAH MARIAM, HOSPITAL, TEMBURONG

	ISNIN	SELASA	RABU	KHAMIS	JUMAAT	SABTU	AHAD
Minggu 1	Set 1	Set 2	Set 3	Set 4	Set 5	Set 1	Set 2
Minggu 2	Set 3	Set 4	Set 5	Set 1	Set 2	Set 3	Set 4
Minggu 3	Set 5	Set 1	Set 2	Set 3	Set 4	Set 5	Set 1
Minggu 4	Set 2	Set 3	Set 4	Set 5	Set 1	Set 2	Set 3
Minggu 5	Set 4	Set 5	Set 1	Set 2	Set 3	Set 4	Set 5

*Selepas minggu 5, diulang kembali keminggu pertama dan seterusnya.

Peringatan:

1. Tumis dan minyak sedikit
2. Buang lemak dari atas sup dan kuah
3. Gunakan sedikit garam dan elakkan penggunaan bahan perasa – Aji-no-moto
4. Pickles – dibuat tanpa gula dan gunakan sedikit garam
5. Milo/Horlicks boleh dibagi tetapi gunakan 1 sudu tea sahaja dan ditambah dengan susu rendah lemak jika mahu
6. Bingka jagung dibuat tanpa gula

Peringatan untuk Pesakit Renal:

Menu adalah sama seperti di atas dan ditambah dengan perkakas seperti di bawah:

7. Elakkan penggunaan santan, serbuk rempah dan serbuk kunyit, Rempah biji, halia dan kunyit yang dihiris boleh digunakan
8. Semua jenis sayuran dan ubi perlu dikupas (jika perlu) direndam di dalam air yang banyak selama satu jam atau lebih dan buang air tersebut sebelum memasak
9. Kopi tempatan (bertapis) saja boleh disediakan. Tidak boleh menggunakan kopi segera.

FINES FOR SERVING DELAY AND SPOILT FOOD

NO.	DESCRIPTION	FINES
1	Delay for more than 15 minutes	BND\$ 20.00
2	Delay for more than 30 minutes	BND\$ 40.00
3	Delay for more than 45 minutes	BND\$ 60.00
4	Delay for more than 60 minutes	BND\$ 100.00
5	In case of delay for more than 90 minutes or spoilt food, the Ministry of Health on Negara Brunei Darussalam or its representative shall acquire food from other caterer	The Cost shall be borne by the tenderer/contractor

**CONTRACT PRICE FOR FOOD SUPPLY PREPARATION AND SERVING
TO PENGIRAN ISTERI HAJJAH MARIAM, HOSPITAL TEMBURONG**

	PRICE PER PERSON
BREAKFAST	
LAUNCH	
AFTERNOON TEA	
DINNER	

The number of patients shall be determined by the nurse on duty prior to breakfast

CONTENTS

- 1. SCHEDULE A - TENDER FORM**
- 2. SCHEDULE B - INFORMATION SUMMARY**
- 3. SCHEDULE C - SUB-CONTRACTS**
- 4. SCHEDULE D - COMPANY BACKGROUND**
- 5. SCHEDULE E - REFERENCES**
- 6. SCHEDULE F - LETTER OF DECLARATION**

SECTION 3

SCHEDULE A - TENDER FORM

To:

TENDER REFERENCE NO.: KK/151/2026(PIHMH)(TC)

INVITATION TO TENDER FOR
PROVISION OF CATERING SERVICES TO THE PENGIRAN ISTERI HAJJAH MARIAM (PIHM)
HOSPITAL, TEMBURONG FOR A PERIOD OF THREE (3) YEARS

TENDER OF (name of tenderer) _____

Company/Business Registration No _____

Tender Closing Date: _____

1	Business Proposal complete with the proposed catering services to be offered (carrying out all aspects of food service ranging from taking of meal orders from patients, food preparation in the Caterer's own kitchen to serving of foods in wards/patients' areas) include the description of different types of cooking with pictures, the types and brands of equipment to be used in the operation and number of staff involve in the operation.
2.	Price quote for each type of meal per patient (<i>To use below template and to be attached to this tender form</i>)

A. GENERAL WARD FOOD

NORMAL DIET				SPECIAL DIET			
BFAST	LUNCH	AFTERNOON TEA	DINNER	BFAST	LUNCH	AFTERNOON TEA	DINNER
\$	\$	\$	\$	\$	\$	\$	\$

B. CHILDREN WARD FOOD

NORMAL DIET				SPECIAL DIET			
BREAK-FAST	LUNCH	AFTERNOON TEA	DINNER	BREAK-FAST	LUNCH	AFTERNOON TEA	DINNER
\$	\$	\$	\$	\$	\$	\$	\$

C. RENAL WARD FOOD

NORMAL DIET				SPECIAL DIET			
BREAK-FAST	LUNCH	AFTERNOON TEA	DINNER	BREAK-FAST	LUNCH	AFTERNOON TEA	DINNER
\$	\$	\$	\$	\$	\$	\$	\$

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) CALENDAR 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 B - 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:
 - *Providing specialized catering services*
- d. Other information which is considered relevant

SCHEDULE C – 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 D – 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 E – 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 F – DECLARATION

- 7.1 Tenderers are required to complete and submit the Declaration form below.

PENGAKUAN INTEGRITI PENENDER **TENDERER'S INTEGRITY DECLARATION**