



UNIVERSITI  
BRUNEI DARUSSALAM

**UNIVERSITI BRUNEI DARUSSALAM  
JALAN TUNGKU LINK GADONG BE 1410  
NEGARA BRUNEI DARUSSALAM**

**TENDER : UBD/RFP/004/2024**

**FOR**

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**PROVISION OF A MEDICAL CLINIC SERVICE AT UNIVERSITI BRUNEI DARUSSALAM FOR  
AN INITIAL PERIOD OF THREE (3) YEARS**

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**Advertise Dates** : 19<sup>TH</sup> AUGUST 2024 (MONDAY)  
21<sup>ST</sup> AUGUST 2024 (WEDNESDAY)

**Closing Date** : 10<sup>TH</sup> SEPTEMBER 2024 (TUESDAY)  
2.00 P.M.

**Submission** : **PENGERUSI  
JAWATANKUASA TAWARAN TABUNG  
UNIVERSITI BRUNEI DARUSSALAM  
JALAN TUNGKU LINK BE1410  
NEGARA BRUNEI DARUSSALAM**

## **SYARAT-SYARAT TAWARAN**

TAWARAN-TAWARAN hendaklah dimasukkan ke dalam Peti Tawaran yang terletak di Unit Tawaran & Sebutarga, Bangunan Pentadbiran Universiti Brunei Darussalam Jalan Tungku Link BE1410, Negara Brunei Darussalam.

Tidak lewat jam **2.00 PETANG** pada hari **SELASA 10 SEPTEMBER 2024**

- [2] Tawaran-Tawaran yang diterima lewat dari tarikh dan jam yang ditetapkan tidak akan diterima dan dilayan.
- [3] Tiap-tiap tawaran hendaklah dinyatakan tempoh pembekalannya.
- [4] Segala kehendak dalam borang ini mestilah ditulis dengan betul dan terang jika tidak permohonan tawaran ini akan ditolak.
- [5] Tawaran-tawaran hendaklah dihantar dalam sampul surat yang bertutup. Pada bahagian atas sampul surat hendaklah ditulis tajuk atau bilangan tawaran sepertimana yang diiklankan serta tarikh tutup tawaran ini, tanpa menunjukkan identiti pembekal/pemborong dan ditujukan kepada:

**PENGERUSI,  
JAWATANKUASA TAWARAN TABUNG,  
UNIVERSITI BRUNEI DARUSSALAM,  
JALAN TUNGKU LINK BE1410,  
NEGARA BRUNEI DARUSSALAM.**

- [6] Dokumen-dokumen tawaran dan penerangan-penerangan yang lanjut boleh diperolehi dari Universiti Brunei Darussalam.
- [7] Tawaran-tawaran mestilah dihantar dengan menggunakan borang-borang tawaran yang telah disediakan. Tawaran yang mempunyai pengecualian tidak akan dilayan.
- [8] Salinan Sijil Pendaftaran Perniagaan hendaklah disertakan bersama.
- [9] Kerajaan Kebawah Duli Yang Maha Mulia Paduka Seri Baginda Sultan dan Yang Di-Pertuan Negara Brunei Darussalam tidak semestinya menerima tawaran-tawaran yang rendah atau lain-lain tawaran.
- [10] Lain-lain perkhidmatan boleh didapati dari **[http: www.ubd.edu.bn](http://www.ubd.edu.bn)**

**UBD/RFP/004/2024**  
**REQUEST FOR PROPOSAL (RFP)**  
**PROVISION OF A MEDICAL CLINIC SERVICE AT UNIVERSITI BRUNEI DARUSSALAM FOR AN**  
**INITIAL PERIOD OF THREE (3) YEARS.**

*\* [with the option for an additional extension of two (2) years]*

**Specifications for The Provision of a Medical Clinic Service at Universiti Brunei Darussalam (UBD)**

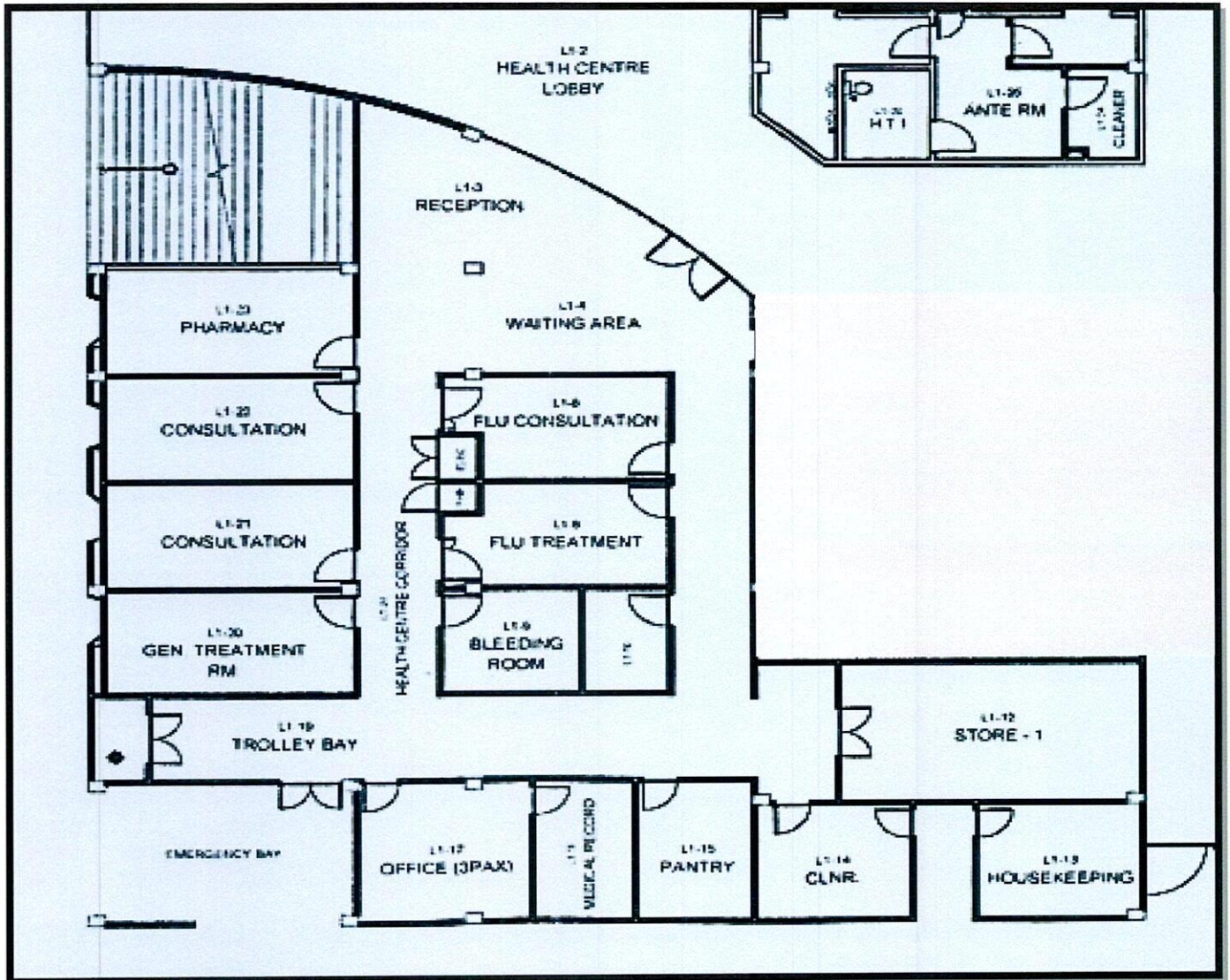
**Scope of Work:**

1. **Medical Services:** Primary care services to UBD community & general public.
2. **Emergency Care:** Provide emergency medical care within the clinic's capacity & capabilities.
3. **Clinical Psychologist:** Provide comprehensive assessment and therapy by a qualified clinical psychologist.
4. **Expected Operational Hours:** Services should be provided during the normal working hours and may also be accessible in the evening.
5. **Availability and Accessibility:** Clearly communicate operating hours, appointment procedures and after-hours emergency contact information.
6. **Collaboration with University Faculties and Staff:** e.g., Student Welfare, Counselling Services, Academic Advisor etc.
7. **Health Promotion and Education:** Encourage to implement health promotion initiatives.
8. **Referral Coordination:** Ensuring smooth transition of care and maintaining communication with the referred healthcare providers.

**Eligibility Criteria:**

- Hold a valid medical degree and registered with Brunei Medical Board (BMB)
- No history of malpractice or disciplinary actions
- Proficient in Emergency Medical Skills
- Possess strong communication skills
- Demonstrate cultural sensitivity to the diverse backgrounds and need of the community
- Comply with University Policies and relevant local laws
- Be open to feedback and committed to continual Improvement

# FLOOR PLAN/AREA: 340<sup>2</sup>m



**Submission Guidelines:**

Interested parties are required to submit their proposals including specific documents or information required.

Site visit to the purpose-built clinic is encouraged prior to submitting the proposal.

1. **[Your Full Name] [Your Title]**
2. **[Your Clinic's Name]**
3. **[Your Contact Information] [Date]**
4. **Credentials and Qualifications**
5. **Subject: Proposal for Establishing a Medical Health Clinic at Universiti Brunei Darussalam**
6. **Overview of Proposed Services**
7. **Proposed Operational Hours and Days**
8. **Staffing**
9. **Technology Integration (If available)**
10. **Financial Proposal (Proposed terms for renting clinic space & service fees etc.)**

- **Interested parties may conduct a site visit prior to the submission of the proposal.**
- **The review will comprehensively evaluate the proposal which will include factors such as qualifications, experiences, proposed business plan and services etc.**
- **Applicants will be shortlisted and invited for an interview.**

**For a site visit, please contact 7309247**

**Closing Date: 10<sup>th</sup> September 2024 at 2.00pm.**

**Submission:**

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