

PART 3

PARTICULARS OF TENDERER

1. General Information

State whether:
Public Limited Co. / Private Limited Co./
Partnership / Sole Proprietorship

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(Please submit copy of instant information service from the Accounting and Corporate Regulatory Authority of Singapore, if submission of tender is through EPS, as a separate attachment in pdf format titled "ACRA".)

Registered Name of Company/Firm :

☐

Registered Address :

☐

Telephone Number :

☐

Fax Number :

☐

Correspondence Address (if different from
registered address) :

☐

Registration No.:

☐

Date of Incorporation/Registration:

☐

No. of years in the relevant industry:

☐

GST status of Tenderer under the GST Act:

☐

*Taxable/Non-taxable (*delete as necessary*)

For taxable Tenderer, state GST Registration No:

☐

If not, please indicate whether you will be a taxable person under the GST Act : Will be/Will not* be a taxable person

☐

Interbank GIRO Account Number, if available:

☐

2. Financial Information *[To be completed by private companies only]**If body corporate, to state:-*

Total issued capital:

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Total shareholders' equity:

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If partnership or sole proprietorship, to state capital set aside for business of this nature:-

Partnership/Sole Proprietorship (to delete whichever is inapplicable)

Total owner's equity:

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3. Name and Address of Banker(s):

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[To be completed by private companies only]

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4. Shareholders/ Partners *[To be completed by private companies only]*

The Tenderer shall provide full information on:-

- (a) the name and address of any person or company which owns, directly or indirectly, at least 50% of the total number of shares in the Tenderer;
- (b) the number, percentage and class of shares held by such person or company.

	Name	Identification No.	Position in Firm/Company	Address	% of Share
a)					
b)					
c)					
d)					

5. Persons Legally Empowered To Act and Sign

	Name	Identification No.	Position in Firm/Company	Address
a)				

b)				
c)				
d)				

6. I am/We are* registered with the Expenditure and Procurement Policies Unit (EPPU)/ Building Construction Authority (BCA)* as follows:

Certificate of Registration No. _____

Date of Expiry : _____

Head	Financial Category

7. List of Debarments (if any)

S/No.	Name of Authority	Reasons for Debarment	Period when Debarment was Effective	
			From	To
1)				
2)				
3)				
4)				

* delete as necessary

8. Particulars and Employment History of Professional/ Supervisory/ Technical Staff proposed or available for tendered Project (Foreman, Supervisory Staff, Drivers, etc.):

	Name	Qualification	Institution	Year of Award	Relevant Working Experience (with Post Held & Responsibilities)
Professional Degree holder or equivalent					
Supervisory Diploma holder or equivalent					
Technical (e.g. Drivers) Trade Certificate holders					

If the space provided above is insufficient, please continue on an extension page setting out the required data in a similar manner

9. Projects executed for private organizations or other government agencies over the last 3 years to which reference may be made

S/No.	Project Title	Client & Address	Value of Work (\$)	Contract Period (DD/MM/YY)		Officer-in-charge
				From	To	

If the space provided above is insufficient, please continue on an extension page setting out the required data in a similar manner

10. I declare that the information contained is in the best of my knowledge and belief in all respects true and complete and should there be any false statement I understand that my Firm/Company may be debarred from tendering for any NUS work.

I hereby undertake to inform NUS of any changes of partnership/ directorship/ ownership of my Firm/ Company taking place during the term of the contract.

I confirm that the consent of all persons whose personal data are disclosed in this tender submission have been obtained for NUS's use for purposes of this tender and consequent contract, if awarded.

Signed/Confirmed by^b:-

Name:

Designation:

(Please state designation of signatory
in Firm/Company i.e. Manager, Managing
Partner or Managing Director)

Firm/Company Stamp

Date : _____

Important Notes:

- a. All items in these forms must be filled. Any item not applicable should be so stated. Incomplete forms may render the tender liable to be rejected.
- b. These forms must be signed/confirmed by persons or person legally empowered to act and sign on behalf of the Firm/ Company.

FORM OF TENDER

To :

Name(s) of Tenderer(s): ¹

National University of Singapore
21 Lower Kent Ridge Road
Singapore 119077

Address :

[TITLE]

Tender Ref: [Insert Number]

1. We hereby offer and undertake on your acceptance of this tender to supply the Goods and/or Services as specified in the Requirement Specifications under Part 2 of your Invitation to Tender and in accordance with the Instructions to Tenderer and Conditions of Contract in Part 1 of your Invitation to Tender for the following price/s in SINGAPORE DOLLARS (exclusive of GST):

(a) Contract Price: _____ (S\$ _____);

(b) Option Price: _____ (S\$ _____);

as detailed in the Schedule to Form of Tender.

2. Our tender is fully consistent with and does not contradict or derogate from anything in Part 1 of your Invitation to Tender or downgrade anything in your Requirement Specifications. You are entitled to reject our tender if it is inconsistent with or contradict or derogate from anything in Part 1 of your Invitation to Tender or downgrade anything in Part 2 of your Invitation to Tender.
3. We undertake that as and when required by you, we shall execute a formal agreement in the appropriate form incorporating the Conditions of Contract set out in this Invitation to Tender together with such further terms and conditions, if any, agreed upon between the National University of Singapore (herein referred to as "NUS") and us. Until the said formal agreement is prepared and executed, this offer together with your written acceptance (either by way of a letter of acceptance or purchase order which may be sent by hand or post or electronically through EPS) thereof, shall constitute a binding agreement between us.
4. OUR OFFER IS VALID FOR NINETY (90) DAYS FROM THE CLOSING DATE OF THIS TENDER.
5. We agree that as and when requested by NUS, we shall extend the validity of this offer for one or more periods not exceeding in total ninety (90) days.
6. We understand that you are not bound to accept the lowest, the whole or any tender you may receive and that you reserve the right to and we agree that you may accept our tender in whole or in part in accordance with **Clause 9** of the Instructions to Tenderer.
7. We further undertake to give you any further information which you may require.

¹ If the tender is submitted by a consortium, each member of the consortium shall be named.

8. We warrant, represent and declare that we are duly authorised to submit, sign this tender, receive instruction, give any information, accept any contract and act for and on behalf of _____² (Insert Name of firm, company or consortium).

Dated this _____ day of _____, 20____

Signed/confirmed by³ :

||

Name & NRIC No. of signatory

Signature & Company/Firm stamp

as

of

||

||

Designation of signatory

Name, Address & Tel No. of Company/Firm

In the presence of

Signature of Witness]

Name : ||

NRIC No. : ||

Address : ||

NOTICE: This Form duly completed MUST accompany every tender proposal. Any change to its wordings may render the tender liable to DISQUALIFICATION

² If the tender is submitted by a consortium, each member of the consortium shall be listed. For example, "... for and on behalf of (Name of 1st Member) , (Name of 2nd Member) and (etc – List out Names of remaining Members) ..."

³ If the tender is submitted by a consortium, the Lead Member of the consortium shall submit the tender on behalf of the consortium members. Documentary proof must be provided that the Lead Member is authorised by all members of the consortium to submit, sign the tender, receive instruction, give any information, accept any contract and act for and on behalf of all the members of the consortium.

SCHEDULE TO FORM OF TENDER**I. PRICE SCHEDULE**

S/N	Item Description	Qty	Price Per Unit (Incl freight, delivery & Installation)	Price Per Item	Remarks
		(a)	(b)	(a x b) = (c)	
1	High performance liquid chromatography mass spectrometer	1 unit			
Total Price (Excluding GST)					

II. OPTION PRICE SCHEDULE

S/N	Item Description	Qty (a)	Price Per Unit (Incl freight, delivery & Installation) (b)	Price Per Item (a x b) = (c)	Remarks
Total Price (Excluding GST)					

III. SCHEDULE OF RATES – FIXED PRICE LIST FOR CRITICAL SPARE PARTS AND CONSUMABLES FOR FIVE (5) YEARS

S/N	Item Description	Qty	Price Per Unit (Incl freight, delivery & Installation)	Price Per Item	Remarks
		(a)	(b)	(a x b) = (c)	
1	Spare Parts (Please list)	1			<i>Please attach a separate sheet if there is insufficient space</i>
a)					
b)					
c)					
2	Consumables (Please list)				<i>Please attach a separate sheet if there is insufficient space</i>
a)					
b)					
c)					
Total Price (Excluding GST)					

IV. STATEMENT OF COMPLIANCE FOR PROPOSED GOODS/SERVICES

S/N	Description of Item	Compliance with Specifications (tick accordingly)		Information/ Remarks
		Yes	No	
2.0	Requirement Specifications			
2.1	<u>Solvent Delivery System with Integrated Degasser</u>			
	•Instrument should be equipped with binary mixing solvent delivery system with Integrated Degasser binary mixing for high accuracy			
	•Must support and function in the pH range of 1.0 – 12.5.			
	•Operating pressure range of the binary pump must be 1300 bar up to 2 mL/min and up to 800 bar with flow rate 5 mL/min.			
	•Flow precision: $\leq 0.07\%$ RSD or ≤ 0.02 min Standard Deviation (SD), whatever is greater			
	•Flow accuracy: $\pm 1\%$ or 10uL/min whatever is greater.			
	•Must come with active seal wash, automatic purge valve.			
	•Gradient formation: up to 2 solvents.			
	•Composition precision: $<0.15\%$ RSD or 0.02 min SD, whatever is greater			
	•Composition accuracy: at least $\pm 0.35\%$			
	•The binary pump should come with lowest delay volumes down to 45 uL (10ul without mixer) for running ultrafast gradients.			
	•Comes with ultra clean tubing kit.			
	•Safety aids: Extensive diagnostics, leak detection, error detection via LED display and early maintenance feedback system			
2.2	<u>Autosampler with cooler</u>			
	•The autosampler must come with flow through injection design with variable injection volume with 1300 bar.			
	•The injection linearity is 0.9999 in the range of 0.1 – 100 μ L.			

	•The auto sampler must have an injection volume range of 0.1 – 20 µL in 0.1 µl increments without any hardware changes			
	•Injection cycle time: < 10 seconds			
	•Providing cooling and heating in the range from 4 ° C - 40 °C, temperature settable 4 ° C - 40 °C in 1 °C increments.			
	•Able to accommodate shallow Micro Titer Plates; Deep well plates, 2 mL vial container.			
2.3	<u>Multicolumn Thermostat</u>			
	•The temperature range is 4° C – 110 ° C.			
	•The temperature accuracy is ± 0.5° C.			
	•The temperature precision is 0.05° C.			
	•Able to accommodate 4 X 30cm columns.			
	•Able to tighten the column without using any tools.			
	•Good Laboratory Practices (GLP) purposes: Early maintenance feedback (EMF) for continuous tracking of instrument usage with user-settable limits and feedback messages. Electronic records of maintenance and errors			
2.4	<u>Triple Quadrupole Mass Spectrometer System</u>			
	•Minimum mass range: 10-3000 amu			
	•Scan speed of at least 17,000 Da/sec			
	•Nebulizer spray assembly orientated perpendicular to the axis of the ion source			
	•Should have an integrated divert valve to switch the LC flow to waste during void volume elution, gradient end-point and any other portion of analytical run			
	•Source elements and the desolvation capillary can be removed for cleaning without breaking vacuum.			
	•Built in calibrant delivery system with fully automated optimization of ion optics and mass axis calibration in positive and negative ion modes using a proprietary tune solution.			
	Source elements including sampling capillary can be removed for cleaning without breaking vacuum			
	•Mass stability: maximum ± 0.1 amu over 24 hrs; Mass resolution: minimum 0.7 Da with autotune			

	•Positive/Negative polarity switching must be less than 25 ms, in continuous mode during LC/MS and LC/MS/MS runs			
	•Fully automated optimization of ion optics and mass axis calibration			
2.5	<u>Electrospray Ionisation (ESI) Source</u>			
	•Compatible with liquid flow rates of 1 µl/min to 2 ml/min without splitting			
	•The ESI source must be equipped with heater assembly for achieving efficient desolvation and increased efficiency of ionization			
	•Full gradient capability from 100% aqueous to 100% organic			
	•Sensitivity: for positive ESI, at least S/N 550,000:1 for 1pg reserpine on-column, transition m/z 609 to 195; for negative ESI, at least S/N 550,000:1 for 1pg chloramphenicol on- column, transition m/z 321 to 152.			
	•Optional Instrument sensitivity checkout achievable on installation with positive mode detection limit specification (IDL) >0.6 fg for 1fg of reserpine injected on column. (quantifying on the transition m/z 609 to 195)			
2.6	<u>Mass Analyzer</u>			
	•Allows the following data acquisition modes: Q1/ Q3 MS scan, precursor scan, product ion scan, neutral loss/gain scan, multiple reaction monitoring (MRM) and selected ion monitoring (SIM), dynamic MRM or equivalent.			
	•Minimum dwell time of 0.5 ms			
	•LCMS start-up kit should be supplied as standard			
	•Comes with orthogonal (90 degree) curved collision cell reduce noise and footprint of the MS system.			
	•At least six orders of magnitude for linearity			
	•Detector operates in both positive and negative ion modes			
	•Has high energy conversion dynode and high-gain electron multiplier horn			
	•The high vacuum must be maintain by turbo-molecular pump. This pump should be backed by mechanical (rough) pump			
	•Should be delivered with enclosure to reduce the noise level of the mechanical pump			

	•1 fg of reserpine injected on column, quantifying on the transition m/z 609 to 195 with Instrument detection limit (IDL) less than 0.75 fg for positive mode and 1 fg of chloramphenicol injected on column, quantifying on the transition m/z 321 to 152 with Instrument detection limit (IDL) less than 0.75 fg for negative mode.			
2.7	<u>Software and Workstation</u>			
	Comes with standard workstation for acquisition and with additional 2 workstations. Total will be 3 workstations.			
	•The system must include a Windows®-based data acquisition and editing software package that incorporates a graphical user interface utilizing multi-pane windows for easy data acquisition and analysis			
	•Must be able to provide fully integrated control for both the ultra high-performance liquid chromatography (UHPLC) and the triple quadrupole mass spectrometer (MS/MS) system			
	•Has on-line help for instrument control programs as well as user manual in PDF file format			
	•The system must include a Windows®-based data acquisition and editing software package that incorporates a graphical user interface utilizing multi-pane windows for easy data acquisition and analysis			
	•It should cover digital instrument control, qualitative and quantitative processing, report creation, self-diagnosis and auto-tune.			
	•Auto tuning with sensitivity and resolution optimization for both positive ion and negative ion should be standard.			
	•Capable of tuning for electrospray (ESI) in positive and negative ion modes			
	•Software control of MS tuning parameters of all scan, SIM, MRM and linked, all tune files can be stored as part of a method. Positive and negative autotune modes, autotune can be customized			

	•The software should have Auto MRM optimization tool for fast & easy method development which includes determination of MRM transition and MS parameter optimization for each transition. All the information should be stored as a database for future use. Manual optimization using must be available as an option.			
	•MRM ion table can associate name to ion and internal standard			
	•Dynamic/Scheduled MRM function with automatic maximization of dwell time			
	•The self-diagnosis feature of the software should enable diagnosis of the mass spectrometer and all connected LC units.			
	•Method file should be capable to save all analysis parameters, data processing parameters and report format.			
	•Auto Start up and shutdown of the MS should be possible using a single key operation			
	•Sample schedule wizard function should be standard			
2.8	<u>Installation</u>			
	•The contractor shall provide all necessary test equipment, instruments and labor for the delivery, installation, testing and commissioning of the proposed system.			
	•Prior to system commissioning, the contractor shall be fully and solely responsible for every aspect of the successful implementation of the systems by the completion date as specified.			
	•Site survey must be conducted by the vendor and a site survey report must be produced by the vendor at no extra cost. In case where the site doesn't meet the required specification, recommendations about how to improve must be clearly suggested in the report by the vendor.			
2.9	<u>Warranty</u>			

	Manufacturer's warranty on system must be a minimum of 12 months. Warranty must only commence upon completion of full installation and commissioning. Warranty must cover all consumable and non-consumable parts and labor with complete support.			
2.10	<u>Safety Features</u>			
	The instrument should have undergone testing under the Consumer Protection Safety Requirements and bear the Safety Mark for use in Singapore			
3.0	Other Requirements			
3.1	Utilities requirement			
3.2	Safety requirement			
3.3	Factory acceptance test (FAT)			
3.4	Delivery (DDP)			
3.5	Price (all inclusive)			
3.6	Export/import licenses (if applicable)			
3.7	Site preparation			
3.8	Installation, commissioning and training			
3.9	Site acceptance test (SAT)			
3.10	Documentation			
3.11	Support and maintenance			
3.12	Warranty (at least 12 months)			
3.13	Track record for past 3 years			