



BUREAU OF CORRECTIONS
IWAHIG PRISON AND PENAL FARM
Iwahig, 5301 Puerto Princesa City
Palawan



Supply and Delivery of Toothpaste, Toothbrush,
Bath Soap and Bath Towel
(Two-Failed Biddings)

Php 1,436,400.00

Bid Ref. No. 2019-05




BUREAU OF CORRECTIONS
IWAHIG PRISON AND PENAL FARM
Iwahig, 5301 Puerto Princesa City
Palawan



INVITATION TO BID

SUPPLY AND DELIVERY OF HYGIENE KIT (TOOTH BRUSH, TOOTH PASTE, BATH SOAP) for 2019 (Negotiated Procurement- Two Failed Biddings)

1. The *IWAHIG PRISON AND PENAL FARM*, through its Bids and Awards Committee, intend to apply the sum of **ONE MILLION FIVE HUNDRED THIRTY TWO THOUSAND ONE HUNDRED SIXTY PESOS (Php 1,436,400.00)** being the Approved Budget for the Contract (ABC) for the **SUPPLY & DELIVERY OF HYGIENE KIT (Toothbrush, toothbrush and bathsoap)**. Interested entities must quote on all the items. Bids received in excess of the ABC shall be automatically rejected.
2. Interested entities may obtain further information from the Iwahig Prison & Penal Farm at the address given below during 8:00 AM-5:00 PM.
3. Bid must be duly received by the Bids and Awards Committee at the BAC Secretariat Office, Iwahig Prison & Penal Farm, Puerto Princesa City on September 09, 2019 at 10:00 o'clock the morning.
4. For further information, please refer to: BAC Secretariat c/o MONETTE M. MARTIN/ Ma. Fatima G. Dioquino at BAC Secretariat Office, Central Sub-Colony, Iwahig Prison and Penal Farm, Puerto Princesa City from 8:00 AM to 5:00 PM, Monday to Friday.


CSUPT. JULIO CAESAR B. CAMACHO
Chairman, Bids & Awards Committee

Technical Bid Form

Technical Specifications

Each bidder shall submit/bring sample

<i>Item No.</i>	<i>Qty</i>	<i>Unit of Issue</i>	<i>Item Description</i>	<i>Bidders Statement of Compliance</i>
1.	4,788	Tube	<u>Toothpaste, 150ml/tube</u> Packing: packed individually in carton box properly labeled & brand name common in NCR Brand Name: Accepted & recommended by Philippine Dental Association (PDA) Expiration Date: At least 2 years from the date of acceptance	
2.	4,788	Piece	<u>Toothbrush</u> Fine Bristle: Plastic Grip(As per Sample)	
3.	28,728	Pack	<u>Bath Soap</u> Net Weight: 120-135 gms (as packed) Packing: Packing: packed individually in carton box properly labeled & brand name common in NCR Brand Name: Accepted or recommended by PAMET or Phil. Nurse Association Expiration date: at least two (2) years from the date of acceptance	

<p>Conforme:</p> <hr style="width: 80%; margin: 0 auto;"/> <p style="text-align: center;">Bidders Company Name</p> <hr style="width: 80%; margin: 0 auto;"/> <p style="text-align: center;">Name & Signature of Authorized Representative</p> <hr style="width: 80%; margin: 0 auto;"/> <p style="text-align: center;">Date</p>
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Supply and Delivery of Toothpaste, Toothbrush, Bath Soap and Bath Towel (Two-Failed Biddings)

Bid Form

Date: _____

Invitation to Bid N^o: _____

To: *[name and address of Procuring Entity]*

Gentlemen and/or Ladies:

Having examined the Bidding Documents including Bid Bulletin Numbers *[insert numbers]*, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to *[supply/deliver/perform]* *[description of the Goods]* in conformity with the said Bidding Documents for the sum of *[total Bid amount in words and figures]* or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Bid.

We undertake, if our Bid is accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements.

If our Bid is accepted, we undertake to provide a performance security in the form, amounts, and within the times specified in the Bidding Documents.

We agree to abide by this Bid for the Bid Validity Period specified in **BDS** provision for **ITB** Clause and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Commissions or gratuities, if any, paid or to be paid by us to agents relating to this Bid, and to contract execution if we are awarded the contract, are listed below:

Name and address of agent	Amount and Currency	Purpose of Commission or gratuity
_____	_____	_____
_____	_____	_____
_____	_____	_____
(if none, state "None")		

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your Notice of Award, shall be binding upon us.

We understand that you are not bound to accept the lowest or any Bid you may receive.

We certify/confirm that we comply with the eligibility requirements as per **ITB** Clause of the Bidding Documents.

Dated this _____ day of _____ 20____.

[signature] _____
[in the capacity of]

Duly authorized to sign Bid for and on behalf of _____

Supply and Delivery of Toothpaste, Toothbrush, Bath Soap and Bath Towel (Two-Failed Biddings)

Financial Bid Form

IWAHIG PRISON AND PENAL FARM

TOTAL AMOUNT

Php _____ *(figure)*

TOTAL BID PRICE INCLUSIVE OF VAT IN WORDS

—

I/WE CERTIFY THAT THE STATEMENT TO THE FOREGOING FINANCIAL BID FORM IS TRUE AND CORRECT. OTHERWISE, IF FOUND TO BE FALSE, THE SAME SHALL GIVE RISE TO AUTOMATI DISQUALIFICATION OF OUR BID

Name of Company

Signature over Printed Name

Date

Supply and Delivery of Toothpaste, Toothbrush, Bath Soap and Bath Towel (Two-Failed Biddings)

Financial Bid Form

<i>Item No.</i>	<i>Qty</i>	<i>Unit of Issue</i>	<i>Item Description</i>	<i>Unit Price</i>	<i>Total Bid Price INCLUSIVE OF VAT</i>
1	4,788	Tube	<u>Toothpaste, 150ml/tube</u> Packing: packed individually in carton box properly labeled & brand name common in NCR Brand Name: Accepted & recommended by Philippine Dental Association (PDA) Expiration Date: At least 2 years from the date of acceptance		
2	4,788	Piece	<u>Toothbrush</u> Fine, Bristle , Plastic grip (as per Sample)		
3	28,728	Pack	<u>Bath Soap</u> Net Weight: 120-135 gms (as packed) <u>Packing: Packing: packed individually in carton box properly labeled & brand name common in NCR</u> Brand Name: Accepted or recommended by PAMET or Phil. Nurse Association Expiration date: at least two (2) years from the date of acceptance		

TOTAL BID PRICE (Amount Words)

BIDDER'S UNDERTAKING

I/We the undersigned bidder having examined the Bidding documents including Bid Bulletins, as applicable, hereby bid to Supply and Deliver the above describe item/s.

I/We undertake, if our bid is accepted, to deliver the items tin accordance with the terms and conditions contained in the bid documents, including the posting of the required performance security within ten (10) calendar days from receipt of the Notice of Award.

Until a formal Contract is prepared and executed, this Bid, shall be binding upon us.

Supply and Delivery of Toothpaste, Toothbrush, Bath Soap and Bath Towel (Two-Failed Biddings)

Name of Company in Print

Signature over Printed Name of Authorized Representative

Date

BUREAU OF CORRECTIONS
IWAHIG PRISON AND PENAL FARM
Puerto Princesa City

CHECKLIST OF DOCUMENTS FOR BIDDERS

SUPPLY & DELIVERY OF SUPPLY & DELIVERY OF HYGIENE KIT (TOOTHPASTE, TOOTHBRUSH & BATH SOAP AT IWAHIG PRISON & PENAL FARM

APPROVED BUDGET FOR THE CONTRACT (ABC) – Php 1,532.160.00

Bid Reference # IP&PF 2019-05

PARTICULARS	PASSED	FAILED
The Bidder shall submit the following Eligibility Technical Documents, arranged, numbered and tabbed as enumerated below.		
<i>Procurement of Expendable Supplies:</i> The Bidder must have completed, two (2) years from the deadline of submission and receipt of bids, a single contract that is similar to this Project, equivalent to at least twenty five percent (25%) of the ABC.		
Each Bidder shall submit the following in <i>one (1)</i> big envelope duly labeled containing two sets of envelopes: First envelope must contain four (4) copies of Eligibility and Technical Documents duly marked as “ Copy 1 ”, “ Copy 2 ”, “ Copy 3 “and Copy 4 ” Second Envelope The bidder shall submit four (4) copies of complete and signed Financial Bid Form inclusive of VAT marked as “ Copy 1 ”, “ Copy 2 ”, “ Copy 3 ” and “ Copy 4 ” All envelopes and folders must be labeled as specify in BDS 20.4		
(a) Eligibility Documents A certified true copy of the authorized representative’s valid I.D. instead of Community Tax Certificate shall be used as competent proof of identity in all documents subjected for notarization (Reference: Notarial Law 2004)		

Supply and Delivery of Toothpaste, Toothbrush, Bath Soap and Bath Towel (Two-Failed Biddings)

<p><u>Documents required as Certified True Copy shall be stamped with Certified True copy and signed by the Authorized representative</u></p>		
CLASS “A” DOCUMENTS		
<p>1. Valid and current Phil GEPS Certificate of Registration and membership in accordance with Section 8.5.2 of Revised IRR of RA 9184.</p> <p>1. A. Certified True copy of valid and current Business/Mayor’s Permit for 2015 issued by the city or municipality where the principal place of business of the prospective bidder is located.</p> <p>B. Certified True Copy of valid and current Registration Certificate from the Securities and Exchange Commission (SEC) including Articles of Incorporation, Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperative</p> <p>C. Valid Tax Clearance per Executive order 398, series of 2005, as finally reviewed and approved by BIR</p>		
<p>2) Statement of all its ongoing and completed government and or private contracts within the last two (2) years including contracts awarded but not yet started, if any. (ANNEX “A”)</p>		
<p>3.) Statement of at least one (1) completed single similar to the project within the last two (2) years from the date of submission and receipt of bids equivalent to at least twenty five percent (25%) of the ABC (ANNEX “B”)</p> <p>The following documents must be attached to ANNEX “B”</p> <ul style="list-style-type: none"> ❖ Original Copy of Certificate of End-Users Acceptance or ❖ Certified True Copy of Official Receipt 		
<p>4.) NFCC computation per Annex “C”, Net Financial Contracting Capacity (NFCC), which equal to the ABC to be bid, calculated as follows:</p> <p>The NFCC, computed using the following formula, must be at least equal to the ABC to be bid</p> $NFCC = [(Current\ assets\ minus\ current\ liabilities)\ (15)\ minus\ the\ value\ of\ all\ outstanding\ uncompleted\ portions\ of\ the\ projects\ under\ ongoing\ contracts,\ including\ awarded\ contracts\ started\ coinciding\ with\ the\ contract\ to\ be\ bid.]$ <p>The values of the domestic bidder’s current assets and current liabilities shall be based on Audited Financial Statements submitted to the BIR. For purposes of computing the NFCC, the value of the current asset and current liabilities shall be based on their Audited Financial Statements prepared in accordance with international financial reporting standards.</p> <p>The values of the bidder’s current assets and current liabilities shall be based on the data submitted to the BIR, through its Electronic Filing and Payment System (EFPS). (PER GPPB Resolution No. 2013, July 13, 2013)</p>		
<p>5) Certified True Copy of Audited Financial Statements, stamped “received” by the Bureau of Internal Revenue (BIR) or its duly accredited and authorized institutions, for the calendar year, which should not be earlier than two (2) years from bid submission; which must include the following statements:</p> <ul style="list-style-type: none"> a.) Independent Auditors Report b.) Balance Sheet (Statement of Financial Position); and c.) Income Statement (Statement of comprehensive Income) d.) Notes to Financial Statement e.) Cash Flow 		
CLASS “B” DOCUMENTS (JOINT VENTURE)		

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<p>6) If applicable, the JVA in case of the joint venture is already in existence, or duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful (ANNEX D)</p> <p>1.) In case the joint venture is not yet in existence, the submission of a valid JVA shall be within ten (10) calendar days from receipt by the bidder of the notice from the BAC that the bidder is the Lowest Calculated and Responsive Bid (Sec. 37.1.4 (a)(i)</p> <p>2.) Each partner of a joint venture agreement shall likewise submit the above stated items (1) and (2). Submission of items (3) to (6) by any of the joint venture partners constitutes compliance</p>		
<p>TECHNICAL DOCUMENTS</p>		
<p>7) The Bidder has the option to post Bid Securing Declaration or any other form in accordance with the following (GPPB Resolution #01-2014) in the form, amount in accordance with ITB Clause 18.</p> <ul style="list-style-type: none"> ❖ Cash or cashier's/manager's check issued by a Universal or Commercial equivalent to two percent (2%) of the ABC. ❖ Surety bond equivalent to five percent (5%) of the ABC, and it shall be accompanied by a certification by the Insurance Commission that the surety or insurance company is authorized to issue such instruments 		
<p>7.1) Bid Securing declaration must be duly notarized in accordance to Notarial Law 2014 (copy of competent proof of identity presented during the notarization must be attached) (Annex E).</p>		
<p>7.2) Should the bidder opt to submit a Surety Bond as other form of Bid Security it must specify the additional grounds for forfeiture of bid security as stated in Section III, Clause 18, to wit:</p>		
<p>1.) withdraws its bid during the period of bid validity specified in ITB Clause 17;</p>		
<p>2.) does not accept the correction of errors pursuant to ITB Clause 18.3(b);</p>		
<p>3.) fails to submit the requirements within the prescribed period or a finding against their veracity as stated in ITB Clause 29.2;</p>		
<p>4.) submission of eligibility requirements containing false information or falsified documents;</p>		
<p>5.) submission of bids that contain false information or falsified documents, or the concealment of such information in the bids in to influence the outcome of eligibility screening or any other stage of the public bidding;</p>		
<p>6.) allowing the use of one's name, or using the name of another for the purposes of public bidding;</p>		
<p>7.) withdrawal of a bid, or refusal to accept an award, or enter into contract with the Government without justifiable cause, after the Bidder had been adjudged as having submitted the Lowest Calculated and Responsive Bid;</p>		
<p>8.) refusal or failure to post the required performance security within the prescribed time;</p>		
<p>9.) refusal to clarify or validate in writing its bid during post- qualification within a period of seven (7) calendar days from receipt of the request for clarification;</p>		
<p>10.) any documented attempt by a bidder to unduly influence the outcome of the bidding in his favor;</p>		
<p>11.) failure of the potential joint venture partners to enter into the joint venture after the bid is declared successful; or</p>		
<p>12.) all other acts that tend to defeat the purpose of the competitive bidding, such as habitually withdrawing from bidding, submitting late Bids or patently insufficient bid, for at least three (3) times within a year, except for valid reasons.</p>		
<p>or if the successful Bidder</p> <ul style="list-style-type: none"> 1.) fails to sign the contract in accordance with ITB Clause 32; or 2.) fails to furnish performance security in accordance with ITB Clause 33 		
<p>8) Duly conformed Schedule of Requirements (Section VI) Annex "F" a Duly conformed Technical Specifications (Section VII) of Annex "G"</p>		
<p>9) Duly Notarized Omnibus Sworn Statement in accordance with Section 25.2 (a) (iv) of the IRR of RA 9184 and using the form attached hereto as ANNEX "H" (copy of competent proof of identity presented during the notarization must be attached)</p>		

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a.) Certified true copy of Proof of Authority of the designated representative/s for purposes of this bidding.		
b.) Duly notarized Special Power of Attorney – For sole proprietorship if owner opts to designate a representative/s .(copy of competent proof of identity presented during the notarization must be attached);		
c.) Duly notarized Secretary’s Certificate- evidencing the authority of the designated representative/s issued by the corporation, cooperative or the members of the joint venture. .(copy of competent proof of identity presented during the notarization must be attached);		
d.) Provided that in the case of unincorporated joint venture, each member shall submit a separate Special Power of Attorney and/or Secretary’s Certificate evidencing the authority of the designated representative/s. .(copy of competent proof of identity presented during the notarization must be attached)		
10) Each and every page of the BID DATA SHEETS and SPECIAL CONDITIONS OF THE CONTRACT shall be initialled by the authorized representative of the bidder and shall form part of the Eligibility Requirement		
2nd Envelope 1. The Bidder shall submit the complete and signed Financial Bid Form inclusive of (VAT). The amount should not exceed the ABC of that particular item. 2. 3. Financial Bid: 1. 1st Copy” 2. 2 nd Copy 3. 3 rd Copy 4. 4 th Copy		

Note: ANY MISSING DOCUMENTS IN THE ABOVE-MENTIONED CHECKLIST IS A GROUND FOR OUTRIGHT REJECTION OF THE BID.

PASSED ()

FAILED ()

Supply and Delivery of Toothpaste, Toothbrush, Bath Soap and Bath Towel (Two-Failed Biddings)

Supply and Delivery of Toothpaste, Toothbrush, Bath Soap and Bath Towel (Two-Failed Biddings)