



Republic of the Philippines  
Department of Justice  
**BUREAU OF CORRECTIONS**  
**SAN RAMON PRISON AND PENAL FARM**  
Talisayan, Zamboanga City 7000



# **PHILIPPINE BIDDING DOCUMENTS**

## **SUPPLY AND DELIVERY OF VARIOUS MEDICINES AND MEDICAL EQUIPMENT AND SUPPLIES FOR SRPPF PDL USE CY 2025**

**Sixth Edition**  
**July 2020**

# **Bids and Awards Committee 2024**

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# *Glossary of Acronyms, Terms, and Abbreviations*

**ABC** – Approved Budget for the Contract.

**BAC** – Bids and Awards Committee.

**Bid** – A signed offer or proposal to undertake a contract submitted by a bidder in response to and in consonance with the requirements of the bidding documents. Also referred to as *Proposal* and *Tender*. (2016 revised IRR, Section 5[c])

**Bidder** – Refers to a contractor, manufacturer, supplier, distributor and/or consultant who submits a bid in response to the requirements of the Bidding Documents. (2016 revised IRR, Section 5[d])

**Bidding Documents** – The documents issued by the Procuring Entity as the bases for bids, furnishing all information necessary for a prospective bidder to prepare a bid for the Goods, Infrastructure Projects, and/or Consulting Services required by the Procuring Entity. (2016 revised IRR, Section 5[e])

**BIR** – Bureau of Internal Revenue.

**BSP** – Bangko Sentral ng Pilipinas.

**Consulting Services** – Refer to services for Infrastructure Projects and other types of projects or activities of the GOP requiring adequate external technical and professional expertise that are beyond the capability and/or capacity of the GOP to undertake such as, but not limited to: (i) advisory and review services; (ii) pre-investment or feasibility studies; (iii) design; (iv) construction supervision; (v) management and related services; and (vi) other technical services or special studies. (2016 revised IRR, Section 5[i])

**CDA** - Cooperative Development Authority.

**Contract** – Refers to the agreement entered into between the Procuring Entity and the Supplier or Manufacturer or Distributor or Service Provider for procurement of Goods and Services; Contractor for Procurement of Infrastructure Projects; or Consultant or Consulting Firm for Procurement of Consulting Services; as the case may be, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.

**CIF** – Cost Insurance and Freight.

**CIP** – Carriage and Insurance Paid.

**CPI** – Consumer Price Index.

**DDP** – Refers to the quoted price of the Goods, which means “delivered duty paid.”

**DTI** – Department of Trade and Industry.

**EXW** – Ex works.

**FCA** – “Free Carrier” shipping point.

**FOB** – “Free on Board” shipping point.

**Foreign-funded Procurement or Foreign-Assisted Project**– Refers to procurement whose funding source is from a foreign government, foreign or international financing institution as specified in the Treaty or International or Executive Agreement. (2016 revised IRR, Section 5[b]).

**Framework Agreement** – Refers to a written agreement between a procuring entity and a supplier or service provider that identifies the terms and conditions, under which specific purchases, otherwise known as “Call-Offs,” are made for the duration of the agreement. It is in the nature of an option contract between the procuring entity and the bidder(s) granting the procuring entity the option to either place an order for any of the goods or services identified in the Framework Agreement List or not buy at all, within a minimum period of one (1) year to a maximum period of three (3) years. (GPPB Resolution No. 27-2019)

**GFI** – Government Financial Institution.

**GOCC** – Government-owned and/or –controlled corporation.

**Goods** – Refer to all items, supplies, materials and general support services, except Consulting Services and Infrastructure Projects, which may be needed in the transaction of public businesses or in the pursuit of any government undertaking, project or activity, whether in the nature of equipment, furniture, stationery, materials for construction, or personal property of any kind, including non-personal or contractual services such as the repair and maintenance of equipment and furniture, as well as trucking, hauling, janitorial, security, and related or analogous services, as well as procurement of materials and supplies provided by the Procuring Entity for such services. The term “related” or “analogous services” shall include, but is not limited to, lease or purchase of office space, media advertisements, health maintenance services, and other services essential to the operation of the Procuring Entity. (2016 revised IRR, Section 5[r])

**GOP** – Government of the Philippines.

**GPPB** – Government Procurement Policy Board.

**INCOTERMS** – International Commercial Terms.

**Infrastructure Projects** – Include the construction, improvement, rehabilitation, demolition, repair, restoration or maintenance of roads and bridges, railways, airports, seaports, communication facilities, civil works components of information technology projects, irrigation, flood control and drainage, water supply, sanitation, sewerage and solid waste management systems, shore protection, energy/power and electrification facilities, national

buildings, school buildings, hospital buildings, and other related construction projects of the government. Also referred to as *civil works or works*. (2016 revised IRR, Section 5[u])

**LGUs** – Local Government Units.

**NFCC** – Net Financial Contracting Capacity.

**NGA** – National Government Agency.

**PhilGEPS** - Philippine Government Electronic Procurement System.

**Procurement Project** – refers to a specific or identified procurement covering goods, infrastructure project or consulting services. A Procurement Project shall be described, detailed, and scheduled in the Project Procurement Management Plan prepared by the agency which shall be consolidated in the procuring entity's Annual Procurement Plan. (GPPB Circular No. 06-2019 dated 17 July 2019)

**PSA** – Philippine Statistics Authority.

**SEC** – Securities and Exchange Commission.

**SLCC** – Single Largest Completed Contract.

**Supplier** – refers to a citizen, or any corporate body or commercial company duly organized and registered under the laws where it is established, habitually established in business and engaged in the manufacture or sale of the merchandise or performance of the general services covered by his bid. (Item 3.8 of GPPB Resolution No. 13-2019, dated 23 May 2019). Supplier as used in these Bidding Documents may likewise refer to a distributor, manufacturer, contractor, or consultant.

**UN** – United Nations.

## ***Section I. Invitation to Bid***



Republic of the Philippines  
Department of Justice  
**BUREAU OF CORRECTIONS**  
**SAN RAMON PRISON AND PENAL FARM**  
Talisayan, Zamboanga City 7000



## **INVITATION TO BID FOR SUPPLY AND DELIVERY OF VARIOUS MEDICINES AND MEDICAL EQUIPMENT AND SUPPLIES FOR SRPPF PDL USE CY 2025**

1. The *Bureau of Corrections- San Ramon Prison and Penal Farm*, through the *National Expenditure Program (NEP) FY 2025* intends to apply the sum of *Ten Million One Hundred Ninety- Eight Thousand Twenty- Nine Pesos (₱10,198,029.00)* being the ABC to payments under the contract for ***SUPPLY AND DELIVERY OF VARIOUS MEDICINES AND MEDICAL EQUIPMENT AND SUPPLIES FOR SRPPF PDL USE CY 2025*** with Identification Number 2024-10-143. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The *Bureau of Corrections- San Ramon Prison and Penal Farm* now invites bids for the above Procurement Project. Delivery of the Goods is required within *sixty (60) calendar days upon receipt of the Notice to Proceed*. Bidders should have completed, *within the last two (2) years* from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).
3. Bidding will be conducted through open competitive bidding procedures using a non-discretionary “*pass/fail*” criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA No. 5183.

4. Prospective Bidders may obtain further information from *Bureau of Corrections- San Ramon Prison and Penal Farm* and inspect the Bidding Documents at the address given below during *Monday to Friday from 8:00am to 5:00pm*.

***Bids and Awards Committee (BAC) Office, San Ramon Prison and Penal Farm, Brgy Talisayan, Zamboanga City, 7000***

5. A complete set of Bidding Documents may be acquired by interested Bidders on ***November 12 – December 02, 2024 @ 08:59am*** from the given address and website(s) below and upon payment of the applicable fee for the Bidding Documents pursuant to the latest Guidelines issued by the GPPB, in the amount of ***Twenty- Five Thousand***

**Pesos (₱25,000.00).** The Procuring Entity shall allow the bidder to present its proof of payment for the fees and presented in person.


***Bids and Awards Committee (BAC) Office, San Ramon Prison and Penal Farm, Brgy Talisayan, Zamboanga City, 7000***

[srppfbac@bucor.gov.ph](mailto:srppfbac@bucor.gov.ph)

[bucor.gov.ph](http://bucor.gov.ph)

6. The ***Bureau of Corrections- San Ramon Prison and Penal Farm*** will hold a Pre-Bid Conference<sup>1</sup> on ***November 19, 2024 @ 09:00AM at BAC Office, San Ramon Prison and Penal Farm, Brgy Talisayan, Zamboanga City*** which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated above, on or before ***December 02, 2024 @ 09:00A.M.*** Late bids shall not be accepted.
8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ***ITB*** Clause 14.
9. Bid opening shall be on ***December 02, 2024 @ 09:00A.M. at BAC Office, San Ramon Prison and Penal Farm, Brgy Talisayan, Zamboanga City.*** Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The ***Bureau of Corrections- San Ramon Prison and Penal Farm*** reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
11. For further information, please refer to:  
BAC Secretariat  
Bureau of Corrections- San Ramon Prison and Penal Farm,  
Brgy. Talisayan, Zamboanga City  
CP No. 09274270841/ 09451422530  
[srppfbac@bucor.gov.ph](mailto:srppfbac@bucor.gov.ph)
12. You may visit the following website:  
  
For downloading of Bidding Documents: [bucor.gov.ph](http://bucor.gov.ph)

***Date of Issue: 12 November 2024***



**C/INSP ROMMEL J CAMPILIS**  
Chairperson, BAC



***Section II. Instructions to Bidders***

## 1. Scope of Bid

The Procuring Entity, *Bureau of Corrections- San Ramon Prison and Penal Farm* wishes to receive Bids for the *SUPPLY AND DELIVERY OF VARIOUS MEDICINES AND MEDICAL EQUIPMENT AND SUPPLIES FOR SRPPF PDL USE CY 2025* with Identification Number 2024-10-143

The Procurement Project *SUPPLY AND DELIVERY OF VARIOUS MEDICINES AND MEDICAL EQUIPMENT AND SUPPLIES FOR SRPPF PDL USE CY 2025* is composed *two (2) Lots*, the details of which are described in Section VII (Technical Specifications).

## 2. Funding Information

2.1. The GOP through the source of funding as indicated below for 2024 in the amount of *Ten Million One Hundred Ninety- Eight Thousand Twenty- Nine Pesos (₱10,198,029.00)*

2.2. The source of funding is:  
a. NGA, the National Expenditure Program.

## 3. Bidding Requirements

The Bidding for the Project shall be governed by all the provisions of RA No. 9184 and its 2016 revised IRR, including its Generic Procurement Manuals and associated policies, rules and regulations as the primary source thereof, while the herein clauses shall serve as the secondary source thereof.

Any amendments made to the IRR and other GPPB issuances shall be applicable only to the ongoing posting, advertisement, or **IB** by the BAC through the issuance of a supplemental or bid bulletin.

The Bidder, by the act of submitting its Bid, shall be deemed to have verified and accepted the general requirements of this Project, including other factors that may affect the cost, duration and execution or implementation of the contract, project, or work and examine all instructions, forms, terms, and project requirements in the Bidding Documents.

## 4. Corrupt, Fraudulent, Collusive, and Coercive Practices

The Procuring Entity, as well as the Bidders and Suppliers, shall observe the highest standard of ethics during the procurement and execution of the contract. They or through an agent shall not engage in corrupt, fraudulent, collusive, coercive, and obstructive practices defined under Annex "I" of the 2016 revised IRR of RA No. 9184 or other integrity violations in competing for the Project.

## 5. Eligible Bidders

- 5.1. Only Bids or Bidders found to be legally, technically, and financially capable will be evaluated.
- 5.2. Foreign ownership exceeding those allowed under the rules may participate pursuant to:
  - i. When a Treaty or International or Executive Agreement as provided in Section 4 of the RA No. 9184 and its 2016 revised IRR allow foreign bidders to participate;
  - ii. Citizens, corporations, or associations of a country, included in the list issued by the GPPB, the laws or regulations of which grant reciprocal rights or privileges to citizens, corporations, or associations of the Philippines;
  - iii. When the Goods sought to be procured are not available from local suppliers; or
  - iv. When there is a need to prevent situations that defeat competition or restrain trade.
- a. Foreign ownership limited to those allowed under the rules may participate in this Project.
- 5.3. Pursuant to Section 23.4.1.3 of the 2016 revised IRR of RA No.9184, the Bidder shall have an SLCC that is at least one (1) contract similar to the Project the value of which, adjusted to current prices using the PSA's CPI, must be at least equivalent to:
  - a. For the procurement of Expendable Supplies: The Bidder must have completed a single contract that is similar to this Project, equivalent to at least twenty-five percent (25%) of the ABC.
- 5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.1 of the 2016 IRR of RA No. 9184.

## **6. Origin of Goods**

There is no restriction on the origin of goods other than those prohibited by a decision of the UN Security Council taken under Chapter VII of the Charter of the UN, subject to Domestic Preference requirements under **ITB** Clause 18.

## **7. Subcontracts**

- 7.1. The Bidder may subcontract portions of the Project to the extent allowed by the Procuring Entity as stated herein, but in no case more than twenty percent (20%) of the Project.

The Procuring Entity has prescribed that subcontracting is not allowed.

## 8. Pre-Bid Conference

The Procuring Entity will hold a pre-bid conference for this Project on the specified date and time and either at its physical address **BAC Office, San Ramon Prison and Penal Farm** and/or through videoconferencing/webcasting} as indicated in paragraph 6 of the **IB**.

## 9. Clarification and Amendment of Bidding Documents

Prospective bidders may request for clarification on and/or interpretation of any part of the Bidding Documents. Such requests must be in writing and received by the Procuring Entity, either at its given address or through electronic mail indicated in the **IB**, at least ten (10) calendar days before the deadline set for the submission and receipt of Bids.

## 10. Documents comprising the Bid: Eligibility and Technical Components

- 10.1. The first envelope shall contain the eligibility and technical documents of the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
- 10.2. The Bidder's SLCC as indicated in **ITB** Clause 5.3 should have been completed within *the last two (2) years* prior to the deadline for the submission and receipt of bids.
- 10.3. If the eligibility requirements or statements, the bids, and all other documents for submission to the BAC are in foreign language other than English, it must be accompanied by a translation in English, which shall be authenticated by the appropriate Philippine foreign service establishment, post, or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines. Similar to the required authentication above, for Contracting Parties to the Apostille Convention, only the translated documents shall be authenticated through an apostille pursuant to GPPB Resolution No. 13-2019 dated 23 May 2019. The English translation shall govern, for purposes of interpretation of the bid.

## 11. Documents comprising the Bid: Financial Component

- 11.1. The second bid envelope shall contain the financial documents for the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
- 11.2. If the Bidder claims preference as a Domestic Bidder or Domestic Entity, a certification issued by DTI shall be provided by the Bidder in accordance with Section 43.1.3 of the 2016 revised IRR of RA No. 9184.
- 11.3. Any bid exceeding the ABC indicated in paragraph 1 of the **IB** shall not be accepted.

- 11.4. For Foreign-funded Procurement, a ceiling may be applied to bid prices provided the conditions are met under Section 31.2 of the 2016 revised IRR of RA No. 9184.

## **12. Bid Prices**

- 12.1. Prices indicated on the Price Schedule shall be entered separately in the following manner:
- a. For Goods offered from within the Procuring Entity's country:
    - i. The price of the Goods quoted EXW (ex-works, ex-factory, ex-warehouse, ex-showroom, or off-the-shelf, as applicable);
    - ii. The cost of all customs duties and sales and other taxes already paid or payable;
    - iii. The cost of transportation, insurance, and other costs incidental to delivery of the Goods to their final destination; and
    - iv. The price of other (incidental) services, if any, listed in the **BDS**.
  - b. For Goods offered from abroad:
    - i. Unless otherwise stated in the **BDS**, the price of the Goods shall be quoted delivered duty paid (DDP) with the place of destination in the Philippines as specified in the **BDS**. In quoting the price, the Bidder shall be free to use transportation through carriers registered in any eligible country. Similarly, the Bidder may obtain insurance services from any eligible source country.
    - ii. The price of other (incidental) services, if any, as listed in the **BDS**.

## **13. Bid and Payment Currencies**

- 13.1. For Goods that the Bidder will supply from outside the Philippines, the bid prices may be quoted in the local currency or tradeable currency accepted by the BSP at the discretion of the Bidder. However, for purposes of bid evaluation, Bids denominated in foreign currencies, shall be converted to Philippine currency based on the exchange rate as published in the BSP reference rate bulletin on the day of the bid opening.
- 13.2. Payment of the contract price shall be made in Philippine Pesos

## 14. Bid Security

- 14.1. The Bidder shall submit a Bid Securing Declaration<sup>2</sup> or any form of Bid Security in the amount indicated in the **BDS**, which shall be not less than the percentage of the ABC in accordance with the schedule in the **BDS**.
- 14.2. The Bid and bid security shall be valid **one hundred twenty (120) calendar days**. Any Bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

## 15. Sealing and Marking of Bids

Each Bidder shall submit one copy of the first and second components of its Bid.

The Procuring Entity may request additional hard copies and/or electronic copies of the Bid. However, failure of the Bidders to comply with the said request shall not be a ground for disqualification.

If the Procuring Entity allows the submission of bids through online submission or any other electronic means, the Bidder shall submit an electronic copy of its Bid, which must be digitally signed. An electronic copy that cannot be opened or is corrupted shall be considered non-responsive and, thus, automatically disqualified.

## 16. Deadline for Submission of Bids

- 16.1. The Bidders shall submit on the specified date and time and either at its physical address or through online submission as indicated in paragraph 7 of the **IB**.

## 17. Opening and Preliminary Examination of Bids

- 17.1. The BAC shall open the Bids in public at the time, on the date, and at the place specified in paragraph 9 of the **IB**. The Bidders' representatives who are present shall sign a register evidencing their attendance. In case videoconferencing, webcasting or other similar technologies will be used, attendance of participants shall likewise be recorded by the BAC Secretariat.

In case the Bids cannot be opened as scheduled due to justifiable reasons, the rescheduling requirements under Section 29 of the 2016 revised IRR of RA No. 9184 shall prevail.

- 17.2. The preliminary examination of bids shall be governed by Section 30 of the 2016 revised IRR of RA No. 9184.

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<sup>2</sup> In the case of Framework Agreement, the undertaking shall refer to entering into contract with the Procuring Entity and furnishing of the performance security or the performance securing declaration within ten (10) calendar days from receipt of Notice to Execute Framework Agreement.

## 18. Domestic Preference

- 18.1. The Procuring Entity will grant a margin of preference for the purpose of comparison of Bids in accordance with Section 43.1.2 of the 2016 revised IRR of RA No. 9184.

## 19. Detailed Evaluation and Comparison of Bids

- 19.1. The Procuring Entity's BAC shall immediately conduct a detailed evaluation of all Bids rated "*passed*," using non-discretionary pass/fail criteria. The BAC shall consider the conditions in the evaluation of Bids under Section 32.2 of the 2016 revised IRR of RA No. 9184.
- 19.2. If the Project allows partial bids, bidders may submit a proposal on any of the lots or items, and evaluation will be undertaken on a per lot or item basis, as the case may be. In this case, the Bid Security as required by **ITB** Clause 14 shall be submitted for each lot or item separately.
- 19.3. The descriptions of the lots or items shall be indicated in **Section VII (Technical Specifications)**, although the ABCs of these lots or items are indicated in the **BDS** for purposes of the NFCC computation pursuant to Section 23.4.2.6 of the 2016 revised IRR of RA No. 9184. The NFCC must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder.
- 19.4. The Project shall be awarded as follows as **One Project having several items grouped into several lots, which shall be awarded as separate contracts per lot.**
- 19.5. Except for bidders submitting a committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation, all Bids must include the NFCC computation pursuant to Section 23.4.1.4 of the 2016 revised IRR of RA No. 9184, which must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder. For bidders submitting the committed Line of Credit, it must be at least equal to ten percent (10%) of the ABCs for all the lots or items participated in by the prospective Bidder.

## 20. Post-Qualification

- 20.2. Within a non-extendible period of five (5) calendar days from receipt by the Bidder of the notice from the BAC that it submitted the Lowest Calculated Bid.

## 21. Signing of the Contract

- 21.1. The documents required in Section 37.2 of the 2016 revised IRR of RA No. 9184 shall form part of the Contract. Additional Contract documents are indicated in the **BDS**.

### ***Section III. Bid Data Sheet***



# Bid Data Sheet

ITB Clause										
5.3	<p>For this purpose, contracts similar to the Project shall be:</p> <p>a. <i>Medicine, medical equipment and supplies</i></p> <p>b. Completed within the last two (2) years equivalent to at least twenty- five percent (25%) of the ABC, prior to the deadline for the submission and receipt of bids.</p>									
7.1	<i>Subcontracting is not allowed.</i>									
12	The price of the Goods shall be quoted DDP Bureau of Corrections – San Ramon Prison and Penal Farm Zamboanga City or the applicable International Commercial Terms (INCOTERMS) for this Project.									
14.1	<p>The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tbody> <tr> <td style="text-align: center; width: 15%;">LOT 1</td> <td style="text-align: center; width: 25%;">                     ABC  <b>₱9,498,026.00</b> </td> <td style="width: 60%;">                     A. The amount of not less than <b>₱189,960.52</b>, if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or                       B. The amount of not less than <b>₱474,901.3</b> if bid security is in Surety Bond.                 </td> </tr> <tr> <td style="text-align: center;">LOT 2</td> <td style="text-align: center;">                     ABC  <b>₱700,003.00</b> </td> <td>                     A. The amount of not less than <b>₱14,000.06</b> if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or                       B. The amount of not less than <b>₱35,000.15</b> if bid security is in Surety Bond.                 </td> </tr> <tr> <td style="text-align: center;">LOT 1 AND 2</td> <td style="text-align: center;">                     ABC  <b>₱10,198,029.00</b> </td> <td>                     A. The amount of not less than <b>₱203,960.58</b>, if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or                       B. The amount of not less than <b>₱509,901.45</b> if bid security is in Surety Bond.                 </td> </tr> </tbody> </table>	LOT 1	ABC <b>₱9,498,026.00</b>	A. The amount of not less than <b>₱189,960.52</b> , if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or  B. The amount of not less than <b>₱474,901.3</b> if bid security is in Surety Bond.	LOT 2	ABC <b>₱700,003.00</b>	A. The amount of not less than <b>₱14,000.06</b> if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or  B. The amount of not less than <b>₱35,000.15</b> if bid security is in Surety Bond.	LOT 1 AND 2	ABC <b>₱10,198,029.00</b>	A. The amount of not less than <b>₱203,960.58</b> , if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or  B. The amount of not less than <b>₱509,901.45</b> if bid security is in Surety Bond.
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LOT 2	ABC <b>₱700,003.00</b>	A. The amount of not less than <b>₱14,000.06</b> if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or  B. The amount of not less than <b>₱35,000.15</b> if bid security is in Surety Bond.								
LOT 1 AND 2	ABC <b>₱10,198,029.00</b>	A. The amount of not less than <b>₱203,960.58</b> , if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or  B. The amount of not less than <b>₱509,901.45</b> if bid security is in Surety Bond.								
19.3	One Project having several items grouped into several lots, which shall be awarded as separate contracts per lot.									
20.2	<p>Additional requirements during the submission and Opening of Bids:</p> <p>1. Company's License to Operate (LTO) from Food and Drug Administration (FDA) for Drugs/ Medicines, Food Supplements and Medical Devices</p>									

	<p>2. Medicine’s Certificate of Product Registration (CPR) from FDA</p> <p>3. Company’s Current Good Manufacturing Practice (CGMP)</p> <p>4. Certification that the Manufacturer follows the rules and regulations of the FDA pertaining to Adverse Drug Reaction</p> <p>5. Company’s return policy, medicines expiring within six (6) months shall be returned to the supplier</p> <p>6. Company’s Certificate of Exclusive Distributorship for the authorized distributor, <b><u>if applicable.</u></b></p>
21.2	<p><i>[List here any additional contract documents relevant to the Project that may be required by existing laws and/or the Procuring Entity.]</i></p> <p>Within a non-extendible period of five (5) calendar days from receipt by the Bidder of the notice from the BAC that it submitted the Lowest Calculated Bid ,the Bidder shall submit its;</p> <ol style="list-style-type: none"> <li>1. Latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment System (eFPS)</li> <li>2. Supporting Documents for the SLCC (Sales Invoice or Official Receipt or End-users Acceptance)</li> <li>3. Valid and Current Registration Certificate (SEC Certificate of Registration for Corporation or DTI Certificate of Registration for Sole Proprietorship or CDA Certificate of Registration for Cooperative)</li> <li>4. Valid and Current Mayor’s or Business Permit</li> <li>5. Valid and Current Tax Clearance</li> <li>6. Audited Financial Statement</li> </ol>

## ***Section IV. General Conditions of Contract***

## 1. Scope of Contract

This Contract shall include all such items, although not specifically mentioned, that can be reasonably inferred as being required for its completion as if such items were expressly mentioned herein. All the provisions of RA No. 9184 and its 2016 revised IRR, including the Generic Procurement Manual, and associated issuances, constitute the primary source for the terms and conditions of the Contract, and thus, applicable in contract implementation. Herein clauses shall serve as the secondary source for the terms and conditions of the Contract.

This is without prejudice to Sections 74.1 and 74.2 of the 2016 revised IRR of RA No. 9184 allowing the GPPB to amend the IRR, which shall be applied to all procurement activities, the advertisement, posting, or invitation of which were issued after the effectivity of the said amendment.

Additional requirements for the completion of this Contract shall be provided in the **Special Conditions of Contract (SCC)**.

## 2. Advance Payment and Terms of Payment

2.1. Advance payment of the contract amount is provided under Annex “D” of the revised 2016 IRR of RA No. 9184.

2.2. The Procuring Entity is allowed to determine the terms of payment on the partial or staggered delivery of the Goods procured, provided such partial payment shall correspond to the value of the goods delivered and accepted in accordance with prevailing accounting and auditing rules and regulations. The terms of payment are indicated in the **SCC**.

## 3. Performance Security

Within ten (10) calendar days from receipt of the Notice of Award by the Bidder from the Procuring Entity but in no case later than the signing of the Contract by both parties, the successful Bidder shall furnish the performance security in any of the forms prescribed in Section 39 of the 2016 revised IRR of RA No. 9184.

## 4. Inspection and Tests

The Procuring Entity or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Project specifications at no extra cost to the Procuring Entity in accordance with the Generic Procurement Manual. In addition to tests in the **SCC, Section VII (Technical Specifications)** shall specify what inspections and/or tests the Procuring Entity requires, and where they are to be conducted. The Procuring Entity shall notify the Supplier in writing, in a timely manner, of the identity of any representatives retained for these purposes.

All reasonable facilities and assistance for the inspection and testing of Goods, including access to drawings and production data, shall be provided by the Supplier to the authorized inspectors at no charge to the Procuring Entity.

## **5. Warranty**

- 5.1 In order to assure that manufacturing defects shall be corrected by the Supplier, a warranty shall be required from the Supplier as provided under Section 62.1 of the 2016 revised IRR of RA No. 9184.
- 5.2 The Procuring Entity shall promptly notify the Supplier in writing of any claims arising under this warranty. Upon receipt of such notice, the Supplier shall, repair or replace the defective Goods or parts thereof without cost to the Procuring Entity, pursuant to the Generic Procurement Manual.

## **6. Liability of the Supplier**

The Supplier's liability under this Contract shall be as provided by the laws of the Republic of the Philippines.

If the Supplier is a joint venture, all partners to the joint venture shall be jointly and severally liable to the Procuring Entity.

## ***Section V. Special Conditions of Contract***

## Special Conditions of Contract

GCC Clause	
1	<p><b>Delivery and Documents –</b></p> <p>For purposes of the Contract, “EXW,” “FOB,” “FCA,” “CIF,” “CIP,” “DDP” and other trade terms used to describe the obligations of the parties shall have the meanings assigned to them by the current edition of INCOTERMS published by the International Chamber of Commerce, Paris. The Delivery terms of this Contract shall be as follows:</p> <p>“The delivery terms applicable to this Contract are delivered <i>to Supply Office, San Ramon Prison and Penal Farm, Zamboanga City</i>. Risk and title will pass from the Supplier to the Procuring Entity upon receipt and final acceptance of the Goods at their final destination.”</p> <p>Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in Section VI (Schedule of Requirements).</p> <p>For purposes of this Clause the Procuring Entity’s Representative at the Project Site is <i>Health and Welfare Services, SRPPF</i>.</p> <p><b>Incidental Services –</b></p> <p>The Supplier is required to provide all of the following services, including additional services, if any, specified in Section VI. Schedule of Requirements:</p> <ol style="list-style-type: none"> <li>a. furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied Goods;</li> </ol> <p>The Contract price for the Goods shall include the prices charged by the Supplier for incidental services and shall not exceed the prevailing rates charged to other parties by the Supplier for similar services.</p> <p><b>Spare Parts –</b></p> <p>The Supplier is required to provide all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the Supplier:</p>

1. such spare parts as the Procuring Entity may elect to purchase from the Supplier, provided that this election shall not relieve the Supplier of any warranty obligations under this Contract; and
2. in the event of termination of production of the spare parts:
  - i. advance notification to the Procuring Entity of the pending termination, in sufficient time to permit the Procuring Entity to procure needed requirements; and
  - ii. following such termination, furnishing at no cost to the Procuring Entity, the blueprints, drawings, and specifications of the spare parts, if requested.

The spare parts and other components required are listed in **Section VI (Schedule of Requirements)** and the costs thereof are included in the contract price.

The Supplier shall carry sufficient inventories to assure ex-stock supply of consumable spare parts or components for the Goods for a period of [*indicate here the time period specified. If not used indicate a time period of three times the warranty period*].

Spare parts or components shall be supplied as promptly as possible, but in any case, within [*insert appropriate time period*] months of placing the order.

**Packaging –**

The Supplier shall provide such packaging of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in this Contract. The packaging shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packaging case size and weights shall take into consideration, where appropriate, the remoteness of the Goods’ final destination and the absence of heavy handling facilities at all points in transit.

The packaging, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified below, and in any subsequent instructions ordered by the Procuring Entity.

The outer packaging must be clearly marked on at least four (4) sides as follows:

Name of the Procuring Entity

Name of the Supplier

Contract Description

Final Destination



	<p>Gross weight</p> <p>Any special lifting instructions</p> <p>Any special handling instructions</p> <p>Any relevant HAZCHEM classifications</p>
	<p>A packaging list identifying the contents and quantities of the package is to be placed on an accessible point of the outer packaging if practical. If not practical the packaging list is to be placed inside the outer packaging but outside the secondary packaging.</p> <p><b>Transportation –</b></p> <p>Where the Supplier is required under Contract to deliver the Goods CIF, CIP, or DDP, transport of the Goods to the port of destination or such other named place of destination in the Philippines, as shall be specified in this Contract, shall be arranged and paid for by the Supplier, and the cost thereof shall be included in the Contract Price.</p> <p>Where the Supplier is required under this Contract to transport the Goods to a specified place of destination within the Philippines, defined as the Project Site, transport to such place of destination in the Philippines, including insurance and storage, as shall be specified in this Contract, shall be arranged by the Supplier, and related costs shall be included in the contract price.</p>
	<p>Where the Supplier is required under Contract to deliver the Goods CIF, CIP or DDP, Goods are to be transported on carriers of Philippine registry. In the event that no carrier of Philippine registry is available, Goods may be shipped by a carrier which is not of Philippine registry provided that the Supplier obtains and presents to the Procuring Entity certification to this effect from the nearest Philippine consulate to the port of dispatch. In the event that carriers of Philippine registry are available but their schedule delays the Supplier in its performance of this Contract the period from when the Goods were first ready for shipment and the actual date of shipment the period of delay will be considered force majeure.</p> <p>The Procuring Entity accepts no liability for the damage of Goods during transit other than those prescribed by INCOTERMS for DDP deliveries. In the case of Goods supplied from within the Philippines or supplied by domestic Suppliers risk and title will not be deemed to have passed to the Procuring Entity until their receipt and final acceptance at the final destination.</p> <p><b>Intellectual Property Rights –</b></p> <p>The Supplier shall indemnify the Procuring Entity against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the Goods or any part thereof.</p>

2.2	<b><i>“The terms of payment shall be quarterly basis.”</i></b>
4	<p>The inspections and tests that will be conducted are: <b><i>Complete delivery of Goods (One time delivery)</i></b> shall be inspected by the SRPPF Inspection and Acceptance Committee.</p> <p>Upon delivery of the Goods to the Project Site, the Supplier shall notify the Procuring Entity and present the following documents to the Procuring Entity:</p> <ul style="list-style-type: none"> <li>(i) Original and four copies of the Supplier’s invoice showing Goods’ description, quantity, unit price, and total amount;</li> <li>(ii) Original and four copies delivery receipt;</li> <li>(iii) Delivery receipt detailing number and description of items received signed by the authorized receiving personnel;</li> <li>(iv) Certificate of Acceptance/Inspection Report signed by the Procuring Entity’s representative at the Project Site; and</li> <li>(v) Four copies of the Invoice Receipt for Property signed by the Procuring Entity’s representative at the Project Site.</li> </ul>

## *Section VI. Schedule of Requirements*

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date of delivery to the project site.

<b>Item Number</b>	<b>Description</b>	<b>Quantity</b>	<b>Delivered, Weeks/Months</b>
	SUPPLY AND DELIVERY OF VARIOUS MEDICINES AND MEDICAL EQUIPMENT AND SUPPLIES FOR SRPPF PDL USE CY 2025	2 Lots	Within Sixty (60) Calendar Days Upon receipt of Notice to Proceed

I/We hereby commit to comply and deliver all the above requirements in accordance with the above stated schedule.

\_\_\_\_\_  
NAME OF BIDDER (IN PRINT)

\_\_\_\_\_  
Duly Authorized to Sign Bid for and

on behalf of \_\_\_\_\_

\_\_\_\_\_  
Date

## ***Section VII. Technical Specifications***

# Technical Specifications

Item	Specification	Statement of Compliance
		<p><i>[Bidders must state here either “Comply” or “Not Comply” against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of “Comply” or “Not Comply” must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer’s un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidder's statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the applicable laws and issuances.]</i></p>

Stock/ Property No.	Unit	LOT 1	Quantity	Statement of Compliance
		Item Description		
1	bottle	Balanced Multiple Maintenance Solution,1L with 5% Dextrose	100	
2	vial	Human Insulin (70/30)	500	
3	bottle	0.9 Sodium chloride 1L	50	
4	tablet	Acetylcysteine 600mg effervescent tablet	1,000	
5	tablet	Aciclovir 200mg	500	
6	cans	Active adult nutritional powdered drink	500	
7	tablet	Allopurinol 300mg	1,000	
8	tablet	Aluminum hydroxide + Magnesium Hydroxide+Simethicone 178mg/233mg/30mg	3,000	
9	tablet	Ambroxol 30mg	5,000	
10	ampule	Aminophylline 250mg/10ml	200	
11	tablet	Amlodipine + Valsartan	500	
12	tablet	Amlodipine 10mg	5,000	
13	tablet	Amlodipine 5mg	5,000	
14	capsule	Amoxicillin 500mg	5,000	
15	vial	Ampicillin + Sulbactam 1g/500mg IV powder for injection	100	

Stock/ Property No.	Unit	LOT 1	Quantity	Statement of Compliance
		Item Description		
16	capsule	Ascorbic Acid + Zinc 500mg	25,000	
17	tablet	Atorvastatin 20mg	3,000	
18	tablet	Azithromycin 500mg	1,000	
19	tube	Betamethasone	30	
20	supp	Bisacodyl 10mg	200	
21	tablet	Bisacodyl 5mg	500	
22	tablet	Blumea Balsamifera, Sambong 500mg	1,000	
23	AMP/NEB	Budesonide 500MCG/ml	50	
24	tablet	Butamirate 50mg	500	
25	sachet	Calamine + Zinc Oxide	300	
26	tablet	Carbamazepine 200mg	2,000	
27	capsule	Carbocisteine 500mg	10,000	
28	capsule	Cefalexin 500mg	5,000	
29	vial/flint glass	Ceftriaxone 1g powder for injection	100	
30	vial	Cefuroxime 750mg powder for injection	100	
31	capsule	Celecoxib 200mg	5,000	
32	tablet	Cetirizine 10mg	5,000	
33	tablet	Cinnarizine 25mg	1,000	
34	tablet	Ciprofloxacin 500mg	5,000	
35	tablet	Citicoline 500mg	500	
36	capsule	Clindamycin 300mg	2,000	
37	tablet	Clopidogrel 75mg	1,000	
38	tube	Clotrimazole 10mg/g Cream	150	
39	capsule	Cloxacilin 500mg	3,000	
40	tablet	Co-Amoxiclav 625mg	1,000	
41	tablet	Colchicine 500mcg	2,000	
42	bottle	Dextrose 5% + Lactated Ringers, 1L	100	
43	bottle	Dextrose 5% + Sodium Chloride 0.9%/1L	150	
44	vial	Dextrose 50%,50 ml solution for injection	150	
45	tablet	Diosmin 450mg + Hesperidin 50mg	500	
46	capsule	Diphenhydramine 50mg	500	
47	ampule	Diphenhydramine 50mg/mL, 1mL solution for injection	100	
48	capsule	Fluconazole 150mg	100	
49	capsule	Gabapentin 300mg	500	
50	bottle	GENTAMICIN SULFATE	100	
51	tablet	Gliclazide 60mg	5,000	
52	bottle	Hexetidine 0.1% Oral Solution 60ml	30	
53	vial	Hydrocortisone 100mg powder for injection	300	
54	vial	Hydrocortisone 250mg powder for injection	300	
55	tablet	Hyoscine N-Butylbromide 10mg	1,000	
56	tablet	Isosorbide Dinitrate 5mg	300	
57	tablet	Ketoanalogues + Essential Amino Acids	600	
58	tube	Ketoconazole	200	
59	ampule	Ketorolac 30mg/ml solution for injection	300	
60	tablet	Linagliptin 5mg	500	

Stock/ Property No.	Unit	LOT 1	Quantity	Statement of Compliance
		Item Description		
61	capsule	Loperamide 2mg	800	
62	tablet	Loratadine 10mg	1,000	
63	tablet	Losartan 100mg	5,000	
64	tablet	Losartan 50mg	5,000	
65	capsule	Mefenamic Acid 500mg	15,000	
66	tablet	Metformin HCl 500mg	15,000	
67	tablet	Methimazole 20mg	80	
68	ampule	Metoclopramide 5mg/mL 2ml solution for injection	50	
69	tablet	Metronidazole 500mg	5,000	
70	tube	Miconazole 20mg/g	52	
71	tablet	Montelukast + Levocetirizine 10mg/5mg	3,000	
72	capsule	Mullivitamins + Iron	25,000	
73	tube	Mupirocin 2%	300	
74	tablet	Naproxen 500mg	1,000	
75	tablet	Olanzapine 10mg	3,000	
76	cap	Omega-3 Fatty Acid Containing Eicosapentaenoic Acid 90 mg, Docosahexaenoic Acid 60 mg, Coenzyme Q 10 100mg, Lycopene 6% 4000mcg, Selenium Dioxide 70mcg, L-Carnitine 500 mg	3,000	
77	capsule	Omeprazole 40mg	5,000	
78	vial	Omeprazole 40mg powder for injection vial	300	
79	sachet	Oral Rehydration Solution 5.125 powder for Oral Solution	2,500	
80	ampule	Paracetamol 150mg/mL, 2mL	250	
81	tablet	Paracetamol 500mg	5,000	
82	bottle	Permethrin 5%, Lotion(60ML)	50	
83	tablet	Phenylpropanolamine HCl 25mg +	10,000	
84	tablet	Potassium Chloride 750mg	1,000	
85	bottle	Povidone Iodine 120ML	40	
86	tablet	Prednisone 10mg	3,000	
87	capsule	Pregabalin 75mg	1,500	
88	tablet	Ranitidine 150mg	2,500	
89	tablet	Risperidone 2mg	3,000	
90	tablet	Rosuvastatin 20mg	3,000	
91	amp/neb	Salbutamol 1mg/ml, 2.5ml	2,000	
92	tablet	Salbutamol 2mg	2,500	
93	PCS	Salmeterol Fluticasone 25mcg/250mcg meter dose Inhaler	100	
94	tablet	Spirololactone 25mg	1,000	
95	tube	Sulfur Ointment	200	
96	bar	Sulfur Soap	2,000	
97	tablet	Tamsulosin 400mcg	2,000	
98	amp	Tetanus Anti Toxin 1500 iu	100	



Stock/ Property No.	Unit	LOT 1	Quantity	Statement of Compliance
		Item Description		
99	ampule	Tetanus Toxoid 40 iu / 0.5 (ML)	250	
100	capsule	Tramadol 50mg	500	
101	ampule	Tranexamic Acid 100mg/mL / 5ml Solution for Injection	200	
102	tablet	Trimetazidine 35mg	1,500	
103	tablet	Vitamin B1,B6,B12	30,000	
104	cap	Vitamins and Minerals Chlorella growth factor	3,000	
105	cap	Vitamins and minerals,Ginseng 42 mg, Dibasic Calcium Phosphate 75 mg,Ferrous Fumarate 25 mg, Niacinamide 18mg,Magnesium Oxide 10mg ,Vit. E, Acetate 5 mg, Calcium D Pantothenate 2.5mg, Vit B1 1.5mg, Vit.A Palmitate 2000IU, Vit B6 1mg, Vit C 1mg, Manganese Sulphate 1 mg, Copper Sulphate 1mg, Folic acid 300 mcg, Potassium Iodide 0.15 mg, Chromium Picolinate 25mcg, Vit D3 150IU,Vit B12 1mcg	4,500	
106	tablet	Vitex Negundo (Lagundi) 600mg	1,000	



Stock/ Property No.	Unit	LOT 2 Item Description	Quantity	Statement of Compliance
107	Roll	Absorbent Gauze 36" x 100 yards	2	
108	Unit	Ambulance Collapsible Stretcher	1	
109	Set	Aneroid Sphygmomanometer (Arm Manual)	10	
110	Set	Aneroid Sphygmomanometer (Desk Type)	10	
111	Set	Bag Valve Mask (Adult)	2	
112	Piece	Bandage Scissors 7" Stainless Steel	1	
113	Piece	Blade Handle #3	1	
114	Piece	Blade Handle #4	1	
115	Box	Blood Lancet, 200s	4	
116	Piece	Cadaver Bag	98	
117	Box	Chromic Catgut 2/0 (3.5 metric), ½ circle round bodied 40mm	2	
118	Box	Chromic Catgut Absorbable suture 3/0 (3 metric), ½ circle curved cutting 40mm	2	
119	Pack	Cotton Balls, 300s	25	
120	Piece	Cotton Plier	20	
121	Pair	Crutches	10	
122	Set	Complete Dental Forceps including Elevators	2	
123	Pack	Dental Bib	10	
124	Piece	Dental Explorer	10	
125	Unit	Digital Thermometer	10	
126	Box	Disposable Face Mask, 50s	200	
127	Box	Disposable Syringe 1cc (Tuberculin), 100s	20	
128	Box	Drug Test Kit (Meth/THC)	30	
130	Piece	Elastic Bandage 4"	50	
131	Unit	Emergency Cart / Trolley with Cardiac Board (plastic)	1	
132	Box	Foley Catheter balloon 2-way fr16, 10s	5	
133	Box	Foley Catheter balloon 2-way fr18, 10s	5	
134	Box	Glass Slides	2	
135	Unit	Glucometer	5	
136	Box	Glucose Strips 50s (compatible with the brand of the glucometer)	50	
137	Piece	Gum Separator	20	
138	Box	HBsAg Test Kit	2	
139	Bottle	Hydrogen Peroxide 3%, 1L	10	
140	Piece	Instrument Tray with Cover, 8x12x2.5"	2	
141	Box	Insulin Syringe 0.5cc. G29 x 100s	20	
142	Piece	Iris Scissors (curved)	1	
143	Piece	Iris Scissors (straight)	1	
144	Gallon	Isopropyl Alcohol 70% (3.7L)	30	
145	box	IV Cannula Gauge 20, 100s	4	
146	box	IV Cannula Gauge 22, 100s	4	
147	Set	IV Stand, 4 hook stainless	10	
148	Piece	Kelly Scissors (curved)	1	
149	Piece	Kelly Scissors (straight)	1	
150	Piece	Kidney Basin stainless, 10"	1	

Stock/ Property No.	Unit	LOT 2 Item Description	Quantity	Statement of Compliance
151	Piece	Kidney Basin stainless, 12"	1	
152	Box	Latex Disposable Gloves (L)	25	
153	Box	Latex Disposable Gloves (M)	25	
154	Box	Leukoplast 5cmx5m	20	
155	Piece	Macroset/IV Infusion Set	200	
156	Piece	Mayo Scissors (curved), 7"	2	
157	Piece	Mayo Scissors (straight), 7"	2	
158	Piece	Mosquito Forceps (curved), 7"	2	
159	Piece	Mosquito Forceps (straight), 7"	2	
160	Piece	Mouth Mirror	20	
161	Piece	Nasogastric Tube Silicone Fr.14	5	
162	Piece	Nasogastric Tube Silicone Fr.16	5	
163	Piece	Nebulizing Kit	99	
164	Piece	Needle Holder, 7"	2	
165	Box	Nitrile Working Gloves (L)	20	
166	Piece	Oxygen Cannula	100	
167	Piece	Oxygen Mask	5	
168	Set	Oxygen Regulator	2	
169	Tank	Oxygen Tank 20lbs	2	
170	Piece	Penlight / Otoscope	2	
171	Gallon	Povidone Iodine 10% Solution	10	
172	Unit	Pulse Oximeter	10	
173	Piece	Rectangular Basin stainless	1	
174	Tray	Red Top Tube, 100s	3	
175	Piece	Retractable Torniquet	10	
176	Piece	Round Basin stainless	2	
177	Piece	Soluset / Volumetric Set	10	
178	Unit	Spine Board	5	
179	Box	Sterile Gauze Pad 4"x4x100s (individual pack)	50	
180	Gallon	Sterilizing Disinfecting Solution (Activated Glutaraldehyde Solution with Liquid Activator)	5	
181	Unit	Stethoscope	5	
182	Piece	Surgical Scissors (Curved), 8"	2	
183	Piece	Surgical Scissors (Straight), 8"	2	
184	Piece	Suture / Stitch Scissors	2	
185	Piece	Tablet/Pill Counter	5	
186	Piece	Test Tube Rack	1	
187	Piece	Test Tube, 10mL	10	
188	Piece	Thumb Forceps, 8"	1	
189	Piece	Tissue Forceps, 8"	1	
190	Piece	Triangular Bandage	20	
191	Piece	Urine Bag	100	
192	Piece	Urine Specimen Bottle	1000	
194	Unit	Wheel Chair	4	

Additional Terms and Conditions:	Statement of Compliance
1. Company's License to Operate (LTO) from Food and Drug Administration (FDA) for drugs/medicines, food supplements and medical devices	
2. Medicine's Certificate of Product Registration (CPR) from FDA.	
3. Company's Current Good Manufacturing Practice (CGMP).	
4. Certification that the Manufacturer follows the rules and regulations of the FDA pertaining to Adverse Drug Reaction.	
5. Company's Certificate of Exclusive Distributorship for the authorized distributor, <b><u>if applicable.</u></b>	
6. Medicines should have at least eighteen (18) months shelf-life upon delivery.	
7. Food supplements should have at least eight (8) months shelf-life upon delivery.	

\_\_\_\_\_

**Name of Company/Bidder**

\_\_\_\_\_

**Name and Signature of Bidder's Authorized Representative/ Date**

***Section VIII. Checklist of Technical and  
Financial Documents***

# Checklist of Technical and Financial Documents

## I. TECHNICAL COMPONENT ENVELOPE

### *Class "A" Documents*

#### Legal Documents

- (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages) **in accordance with Section 8.5.2 of the IRR;**

#### Technical Documents

- (b) Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid; **and**
- (c) Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Sections 23.4.1.3 and 23.4.2.4 of the 2016 revised IRR of RA No. 9184, within the relevant period as provided in the Bidding Documents; **and**
- (d) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission **or** Original copy of Notarized Bid Securing Declaration; **and**
- (e) Conformity with the Technical Specifications, which may include production/delivery schedule, manpower requirements, and/or after-sales/parts, if applicable; **and**
  - (e-1) Company's License to Operate (LTO) from Food and Drug Administration (FDA) for drugs/medicines, food supplements and medical devices
  - (e-2) Medicine's Certificate of Product Registration (CPR) from FDA
  - (e-3) Company's Current Good Manufacturing Practice (CGMP)
  - (e-4) Certification that the Manufacturer follows the rules and regulations of the FDA pertaining to Adverse Drug Reaction
  - (e-5) Company's Certificate of Exclusive Distributorship for the authorized distributor, **if applicable.**
- (f) Original duly signed Omnibus Sworn Statement (OSS) **and** if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.

#### Financial Documents

- (g) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC) **or A** committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation.

***Class "B" Documents***

- (h) If applicable, a duly signed joint venture agreement (JVA) in case 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.

**II. FINANCIAL COMPONENT ENVELOPE**

- (i) Original of duly signed and accomplished Financial Bid Form; **and**
- (j) Original of duly signed and accomplished Price Schedule(s).

*Other documentary requirements under RA No. 9184 (as applicable)*

- (k) *[For foreign bidders claiming by reason of their country's extension of reciprocal rights to Filipinos]* Certification from the relevant government office of their country stating that Filipinos are allowed to participate in government procurement activities for the same item or product.
- (l) Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.

## *Bidding Forms*

COMPANY LETTERHEAD

**Statement of ongoing government & private contracts**

***SUPPLY AND DELIVERY OF VARIOUS MEDICINES AND  
MEDICAL EQUIPMENT AND SUPPLIES FOR SRPPF PDL  
USE CY 2025***

Statement of all its ongoing government and or private contracts including contracts awarded but not yet started,  
if any whether similar or not similar in nature.

Name of Contract	Date of contract	Contract Duration	Owner's Name and Address	Kind of Goods	Amount of Contract	Value of Outstanding Contract
Total Value of Outstanding Contract:						

**CERTIFIED CORRECT:**

\_\_\_\_\_  
Name and Signature of Authorized Representative

\_\_\_\_\_  
Position

\_\_\_\_\_  
Date



COMPANY LETTERHEAD

**Statement of Single Largest Completed Contract**

***SUPPLY AND DELIVERY OF VARIOUS MEDICINES AND  
MEDICAL EQUIPMENT AND SUPPLIES FOR SRPPF PDL  
USE CY 2025***

Statement of Single (1) Largest Completed Contract of Similar in nature within the last two (2) years from the date of submission and receipt of bids amounting to at least twenty-five

Name of Contract	Date of contract	Contract Duration	Owner's Name and Address	Kind of Goods	Amount of Contract	Amount of completed contracts, adjusted by the Bidder to current prices using PSA's consumer price index, if necessary	Date of Delivery

**CERTIFIED CORRECT:**

\_\_\_\_\_  
Name and Signature of Authorized Representative

\_\_\_\_\_  
Position

\_\_\_\_\_  
Date

COMPANY LETTERHEAD

***SUPPLY AND DELIVERY OF VARIOUS MEDICINES AND  
MEDICAL EQUIPMENT AND SUPPLIES FOR SRPPF PDL  
USE CY 2025***

REPUBLIC OF THE PHILIPPINES)  
CITY OF \_\_\_\_\_) S.S.

X-----X

**BID SECURING DECLARATION**  
**Invitation to Bid:** *[Insert Reference number]*

To: **Bureau of Corrections**

I/We, the undersigned, declare that:

1. I/We understand that, according to your conditions, bids must be supported by a Bid Security, which may be in the form of a Bid-Securing Declaration.
2. I/We accept that: (a) I/we will be automatically disqualified from bidding for any contract with any procuring entity for a period of two (2) years upon receipt of your Blacklisting order; and, (b) I/we will pay the applicable fine provided under Section 6 of the Guidelines on the Use of Bid Securing Declaration, within Ten (10) days from receipt of the written demand by the procuring entity for the commission of acts resulting to the enforcement of the bid securing declaration under Sections 23.1(b), 34.2, 40.1 and 69.1, except 69.1(f), of the IRR of RA 9184; without prejudice to other legal action the government may undertake.
3. I/We understand that this Bid Securing Declaration shall cease to be valid on the following circumstances:
  - (a) Upon expiration of the bid validity period, or any extension thereof pursuant to your request;
  - (b) I am/we are declared ineligible or post-disqualified upon receipt of your notice to such effect, and (i) I/we failed to timely file a request for reconsideration or (ii) I/we filed a waiver to avail of said right;
  - (c) I am/we are declared the bidder with the Lowest Calculated Responsive Bid, and I/we have furnished the performance security and signed the Contract.

IN WITNESS WHEREOF, I/We have hereunto set my/our hand/s this \_\_\_\_ day of *[month]* *[year]* at *[place of execution]*.

\_\_\_\_\_  
*[Insert NAME OF BIDDER'S AUTHORIZED REPRESENTATIVE]*

\_\_\_\_\_  
*[Insert Signatory's Legal Capacity]*  
Affiant

**SUBSCRIBED AND SWORN** to before me this \_\_\_\_ day of *[month]* *[year]* at *[place of execution]*, Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her *[insert type of government identification card used]*, with his/her photograph and signature appearing thereon, with no. \_\_\_\_\_ issued on \_\_\_\_\_ at \_\_\_\_\_.

Witness my hand and seal this \_\_\_\_ day of *[month]* *[year]*.

**NAME OF NOTARY PUBLIC**

Serial No. of Commission \_\_\_\_\_

Notary Public for \_\_\_\_\_ until \_\_\_\_\_

Roll of Attorneys No. \_\_\_\_\_

PTR No. \_\_\_\_\_ *[date issued]*, *[place issued]*

IBP No. \_\_\_\_\_ *[date issued]*, *[place issued]*

Doc. No. \_\_\_\_\_

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COMPANY LETTERHEAD

***SUPPLY AND DELIVERY OF VARIOUS MEDICINES AND  
MEDICAL EQUIPMENT AND SUPPLIES FOR SRPPF PDL  
USE CY 2025***

**Omnibus Sworn Statement (Revised)**

*[shall be submitted with the Bid]*

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REPUBLIC OF THE PHILIPPINES )  
CITY/MUNICIPALITY OF \_\_\_\_\_ ) S.S.

**AFFIDAVIT**

I, [Name of Affiant], of legal age, [Civil Status], [Nationality], and residing at [Address of Affiant], after having been duly sworn in accordance with law, do hereby depose and state that:

1. *[Select one, delete the other:]*

*[If a sole proprietorship:]* I am the sole proprietor or authorized representative of [Name of Bidder] with office address at [address of Bidder];

*[If a partnership, corporation, cooperative, or joint venture:]* I am the duly authorized and designated representative of [Name of Bidder] with office address at [address of Bidder];

2. *[Select one, delete the other:]*

*[If a sole proprietorship:]* As the owner and sole proprietor, or authorized representative of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached duly notarized Special Power of Attorney;

*[If a partnership, corporation, cooperative, or joint venture:]* I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];

3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, **by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;**

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. *[Select one, delete the rest:]*

*[If a sole proprietorship:]* The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

*[If a partnership or cooperative:]* None of the officers and members of [Name of Bidder] is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

*[If a corporation or joint venture:]* None of the officers, directors, and controlling stockholders of [Name of Bidder] is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. [Name of Bidder] complies with existing labor laws and standards; and

8. [Name of Bidder] is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:

- a. Carefully examining all of the Bidding Documents;
- b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
- c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
- d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the [Name of the Project].

9. [Name of Bidder] did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.

**10. In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of**

**the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.**

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_ day of \_\_\_, 20\_\_ at \_\_\_\_\_, Philippines.

\_\_\_\_\_  
Bidder's Representative/Authorized Signatory

**SUBSCRIBED AND SWORN** to before me this \_\_\_ day of [month] [year] at [place of execution], Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her [insert type of government identification card used], with his/her photograph and signature appearing thereon, with no. \_\_\_\_\_ and his/her Community Tax Certificate No. \_\_\_\_\_ issued on \_\_\_ at \_\_\_\_\_.

Witness my hand and seal this \_\_\_ day of [month] [year].

**NAME OF NOTARY PUBLIC**

Serial No. of Commission \_\_\_\_\_

Notary Public for \_\_\_\_\_ until \_\_\_\_\_

Roll of Attorneys No. \_\_\_\_\_

PTR No. \_\_\_\_\_ [date issued], [place issued]

IBP No. \_\_\_\_\_ [date issued], [place issued]

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COMPANY LETTERHEAD

***SUPPLY AND DELIVERY OF VARIOUS MEDICINES AND  
MEDICAL EQUIPMENT AND SUPPLIES FOR SRPPF PDL  
USE CY 2025***

**Certificate of Net Financial Contracting Capacity**

(Please show figures at how you arrived at the NFCC)

This is to certify that our Net Financial Contracting Capacity (NFCC) is \_\_\_\_\_ (P\_\_\_\_\_ ) which is at least equal to the total ceiling price we are bidding. The amount is computed as follows: (Please show computation of NFCC)

$$\text{NFCC} = (\text{CA}-\text{CL}) (15) - \text{C}$$

Where:

CA = Current Assets

CL = Current Liabilities

C = value of all outstanding or uncompleted portions of the Projects under going contracts, including awarded contracts yet to be started coinciding with the contract for this Project

**NOTE:**

**The values of the bidder's current assets and current liabilities shall be based on the Audited Financial Statement submitted to the BIR.**

Issued this \_\_\_\_\_ day of \_\_\_\_\_, 2023

\_\_\_\_\_  
Name & Signature of Authorized Representative

\_\_\_\_\_  
Position

\_\_\_\_\_  
Date

COMPANY LETTERHEAD

**SUPPLY AND DELIVERY OF VARIOUS MEDICINES AND  
MEDICAL EQUIPMENT AND SUPPLIES FOR SRPPF PDL  
USE CY 2025**

**Bid Form**

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Date: \_\_\_\_\_  
Invitation to Bid No: *[Insert Reference number]*

To: **Bids and Awards Committee**  
San Ramon Prison and Penal Farm  
Bureau of Corrections  
Zamboanga City

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 AND DELIVERY OF VARIOUS MEDICINES AND MEDICAL EQUIPMENT AND SUPPLIES FOR SRPPF PDL USE CY 2025** in conformity with the said Bidding Documents for the sum of \_\_\_\_\_ ₱ \_\_\_\_\_ 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 17.1 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 you're Notice of Award, shall be binding upon us.



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

We certify/confirm that we comply with the eligibility requirements as per **ITB** Clause 5 of the Bidding Documents.

We likewise certify/confirm that the undersigned, *[for sole proprietorships, insert: as the owner and sole proprietor or authorized representative of Name of Bidder, has the full power and authority to participate, submit the bid, and to sign and execute the ensuing contract, on the latter's behalf for the **SUPPLY AND DELIVERY OF VARIOUS MEDICINES AND MEDICAL EQUIPMENT AND SUPPLIES FOR SRPPF PDL USE CY 2025.** [for partnerships, corporations, cooperatives, or joint ventures, insert: is granted full power and authority by the Name of Bidder, to participate, submit the bid, and to sign and execute the ensuing contract on the latter's behalf for **SUPPLY AND DELIVERY OF VARIOUS MEDICINES AND MEDICAL EQUIPMENT AND SUPPLIES FOR SRPPF PDL USE CY 2025.***

We acknowledge that failure to sign each and every page of this Bid Form, shall be a ground for the rejection of our bid.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2023.

\_\_\_\_\_  
*[Signature over Printed Name]*

\_\_\_\_\_  
*[In the capacity of]*

Duly authorized to sign Bid for and on behalf of \_\_\_\_\_

