

**DEPARTMENT OF SOCIAL WELFARE AND
DEVELOPMENT
NATIONAL CAPITAL REGION**

BIDS & AWARDS COMMITTEE (BAC)

BIDDING DOCUMENTS FOR THE:

**EARLY PROCUREMENT FOR THE
SUPPLY AND DELIVERY OF VARIOUS
MEDICINES OF THE DEPARTMENT OF
SOCIAL WELFARE AND DEVELOPMENT –
NATIONAL CAPITAL REGION (DSWD-
NCR) FOR RESIDENTIAL CARE
FACILITIES (RCFs) FOR THE YEAR 2022**

(Invitation to Bid No. 21-11-31)

**Sixth Edition
July 2020**

Preface

These Philippine Bidding Documents (PBDs) for the procurement of Goods through Competitive Bidding have been prepared by the Government of the Philippines for use by any branch, constitutional commission or office, agency, department, bureau, office, or instrumentality of the Government of the Philippines, National Government Agencies, including Government-Owned and/or Controlled Corporations, Government Financing Institutions, State Universities and Colleges, and Local Government Unit. The procedures and practices presented in this document have been developed through broad experience, and are for mandatory use in projects that are financed in whole or in part by the Government of the Philippines or any foreign government/foreign or international financing institution in accordance with the provisions of the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184.

The Bidding Documents shall clearly and adequately define, among others: (i) the objectives, scope, and expected outputs and/or results of the proposed contract or Framework Agreement, as the case may be; (ii) the eligibility requirements of Bidders; (iii) the expected contract or Framework Agreement duration, the estimated quantity in the case of procurement of goods, delivery schedule and/or time frame; and (iv) the obligations, duties, and/or functions of the winning bidder.

Care should be taken to check the relevance of the provisions of the PBDs against the requirements of the specific Goods to be procured. If duplication of a subject is inevitable in other sections of the document prepared by the Procuring Entity, care must be exercised to avoid contradictions between clauses dealing with the same matter.

Moreover, each section is prepared with notes intended only as information for the Procuring Entity or the person drafting the Bidding Documents. They shall not be included in the final documents. The following general directions should be observed when using the documents:

- a. All the documents listed in the Table of Contents are normally required for the procurement of Goods. However, they should be adapted as necessary to the circumstances of the particular Procurement Project.
- b. Specific details, such as the “*name of the Procuring Entity*” and “*address for bid submission*,” should be furnished in the Instructions to Bidders, Bid Data Sheet, and Special Conditions of Contract. The final documents should contain neither blank spaces nor options.
- c. This Preface and the footnotes or notes in italics included in the Invitation to Bid, Bid Data Sheet, General Conditions of Contract, Special Conditions of Contract, Schedule of Requirements, and Specifications are not part of the text of the final document, although they contain instructions that the Procuring Entity should strictly follow.

- d. The cover should be modified as required to identify the Bidding Documents as to the Procurement Project, Project Identification Number, and Procuring Entity, in addition to the date of issue.
- e. Modifications for specific Procurement Project details should be provided in the Special Conditions of Contract as amendments to the Conditions of Contract. For easy completion, whenever reference has to be made to specific clauses in the Bid Data Sheet or Special Conditions of Contract, these terms shall be printed in bold typeface on Sections I (Instructions to Bidders) and III (General Conditions of Contract), respectively.
- f. For guidelines on the use of Bidding Forms and the procurement of Foreign-Assisted Projects, these will be covered by a separate issuance of the Government Procurement Policy Board.

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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

INVITATION TO BID
No. 21-11-31

**EARLY PROCUREMENT FOR THE SUPPLY AND DELIVERY OF VARIOUS MEDICINES
OF THE DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT – NATIONAL
CAPITAL REGION (DSWD-NCR) FOR RESIDENTIAL CARE FACILITIES (RCFs)
FOR THE YEAR 2022**

1. The Department of Social Welfare and Development – National Capital Region through the authorized FY2022 National Expenditure Program (NEP) intends to apply the sum of **TWENTY MILLION EIGHTY FIVE THOUSAND SIX HUNDRED TWENTY SIX PESOS AND 24/100 (Php20,085,626.24)** being the Approved Budget for the Contract (ABC) to payments under the contract for project **Early Procurement for the Supply and Delivery of Various Medicines of the DSWD-NCR for RCFs for the year 2022.**

Bids received in excess of the **ABC** shall be automatically rejected at bid opening. Late bids shall not be accepted.

2. The DSWD-NCR now invites bids for the **Early Procurement for the Supply and Delivery of Various Medicines of the DSWD-NCR for RCFs for the year 2022.** Delivery of Goods and Services shall be in accordance with **Section VI. Schedule of Requirements.** Bidders should have completed **within the last three (3) 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. Instruction to Bidders.
3. Bidding will be conducted through open competitive bidding procedures using non-discretionary pass/fail criteria as specified in the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act 9184 (R.A. 9184), otherwise known as the “Government Procurement Reform Act”.

Bidding is restricted to Filipino citizens/sole proprietorships, 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 5183.

4. Prospective bidders may obtain further information from DSWD-NCR Bids and Awards Committee (BAC) Secretariat and inspect the Bidding Documents at the address given below from Monday to Friday at 8:00AM to 5:00PM.
5. A complete set of Bidding Documents may be purchased by interested Bidders from **8 November 2021 to 29 November 2021; (November 8 to November 26, 2021; 8:00AM to 4:00PM)(November 29, 2021: until 8:30A.M. only)** from the address given below and upon payment of a refundable fee of **Twenty Five Thousand Pesos (Php25,000.00)** in accordance to Section 17.5 of the IRR:

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Procuring Entity, provided that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

6. The DSWD-NCR BAC will hold a **Pre-Bidding Conference on 15 November 2021; 9:00 A.M. at DSWD-NCR-Rehabilitation Sheltered Workshop (RSW), J.P Burgos Street, Project 4, Quezon City** and through video conferencing via google meet (meet.google.com/qja-emnr-auw) which shall be opened to all interested bidders.

7. Bids must be received by the BAC Secretariat at the address below on or before **29 November 2021, 8:45 A.M. at DSWD-NCR-Rehabilitation Sheltered Workshop (RSW), J.P Burgos Street, Project 4, Quezon City**. 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 18.
9. Bid opening shall immediately follow after the deadline of the submission and receipt of bids shall be on **29 November 2021, 9:00 A.M. at DSWD-NCR-Rehabilitation Sheltered Workshop (RSW), J.P Burgos Street, Project 4, Quezon City** Bids will be opened in the presence of the Bidder's representatives who choose to attend.
10. The DSWD-NCR reserves the right to accept or 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 Section 35.6 and 41 of RA 9184 and its 2016 Revised Implementing Rules and Regulation (IRR), without thereby incurring any liability to the affected bidder or bidders.
11. For further information, please refer to:

THE CHAIRPERSON

Bids and Awards Committee
DSWD-NCR
c/o BAC Secretariat
Room 301, DSWD-NCR Field Office
389 San Rafael St. cor. Legarda St.
Sampaloc, Manila
Email Address: dswdnrcr.bac@gmail.com
Telephone No.: 5310-1434

12. You may visit the following websites:

For downloading of Bidding Documents: www.philgeps.gov.ph and www.ncr.dswd.gov.ph

Issued this 4th day of November 2021.

MARIDOL R. LICERIO
Chairperson
Bids and Awards Committee

Section II. Instructions to Bidders



1. Scope of Bid

The Procuring Entity, Department of Social Welfare and Development – National Capital Region (DSWD-NCR) wishes to receive Bids for the **Early Procurement for the Supply and Delivery of Various Medicines of the DSWD-NCR for RCFs for the year 2022**, with identification number **ITB No. 21-11-31**.

The Procurement Project (referred to herein as “Project”) is composed of **One (1) LOT**, 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 **Authorized FY 2022 National Expenditure Program (NEP)** in the amount of **TWENTY MILLION EIGHTY FIVE THOUSAND SIX HUNDRED TWENTY SIX PESOS AND 24/100 (Php20,085,626.24)**.

2.2. The source of funding is **Authorized FY 2022 National Expenditure Program (NEP)**.

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 of Bidders found to be legally, technically, and financially capable will be evaluated.
- 5.2. *[Select one, delete other/s]*
- a. 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.
 - b. 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:

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. **Subcontracting is not allowed.**

- 7.2. Subcontracting of any portion of the Project does not relieve the Supplier of any liability or obligation under the Contract. The Supplier will be responsible for the acts, defaults, and negligence of any subcontractor, its agents, servants, or workmen as fully as if these were the Supplier's own acts, defaults, or negligence, or those of its agents, servants, or workmen.

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 {[insert if applicable]} 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 three (3) 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 e.
 - 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 **Section VII (Technical Specifications)**.

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 in **Philippine Peso**.

14. Bid Security

14.1. The Bidder shall submit a Bid Securing Declaration¹ 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 until ***One Hundred Twenty (120) Calendar Days from the date of Opening of Bids***. 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.

¹ 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.



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.

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 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 maybe. In this case, the Bid Security as required by **ITB** Clause 15 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:
- One Project having several items that shall be awarded as one contract.**
- 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, the Bidder shall submit its latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment System (eFPS) and other appropriate licenses and permits required by law and stated in the **BDS**.

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	
Error! Reference source not found.	Bidders should have been in the business with dealings similar to this project for a period of at least three (3) years prior to the deadline of submission of bids.
5.3	For this purpose, contracts similar to the Project shall be: <ul style="list-style-type: none"> a. Supply and Delivery of Medicines b. completed within the last three (3) years prior to the deadline for the submission and receipt of bids.
7.1	<i>Subcontracting is not allowed.</i>
12	The price of the Goods shall be quoted DDP and VAT inclusive
14.1	The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts: <ul style="list-style-type: none"> a. The amount of not less than <i>two percent (2%) of ABC</i>, 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 <i>five percent (5%) of ABC</i> if bid security is in Surety Bond.
19.3	The total ABC is TWENTY MILLION EIGHTY FIVE THOUSAND SIX HUNDRED TWENTY SIX PESOS AND 24/100 (Php20,085,626.24).



20.2	<p>Within a non-extendible period of five (5) calendar days from receipt by the supplier of the Notice of Post Qualification from the BAC that the supplier has the Lowest Calculated Bid (LCB) or Single Calculated Bid (SCB), the Supplier shall submit and/or present the following requirements for Post Qualification in accordance to Section 34 of the 2016 Revised Implementing Rules and Regulations (IRR) of RA9184:</p> <p>1. Present original copy and submit a certified true copy of the following:</p> <ul style="list-style-type: none"> a. Latest Income Tax Return and Business Tax Return b. Latest Value Added Tax (VAT) Return <p><i>Only tax returns filed and taxes paid through the BIR Electronic Filing & Payment System (EFPS) shall be accepted.</i></p> <ul style="list-style-type: none"> c. Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages) d. Valid Registration Certificate from Securities and Exchange Commission (SEC) for corporations, or from Department of Trade and Industry (DTI) for sole proprietorship, or from Cooperative Development Authority (CDA) for cooperatives; e. Valid Business/Mayor's permit issued by the city or municipality where the principal place of business of the bidder is located; f. Valid Tax Clearance per EO 398, Series of 2005, as finally reviewed and approved by the BIR; g. Bureau of Internal Revenue (BIR) Registration Certificate. h. Copy of Contracts or PO's, Notice of Award (NOA) and Notice to Proceed (NTP) for all On-going and completed contracts per submitted Annex II i. End-User's Acceptance, Official Receipt (duplicate or triplicate copy) or Sales Invoice with Collection Receipt/s (duplicate or triplicate copy) relative to Single Largest Completed Contract per submitted Annex I. j. Company profile and Organizational Chart. Company printed brochure may be included. k. Vicinity Map/Location of the business.
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	<p>1. Other appropriate licenses and permits required by law and stated in the Bidding Documents.</p> <p><u>For joint venture:</u></p> <p>a. All Class A Documents (Legal Documents) of the Joint Venture Partner shall remain as post qualification requirements to be submitted in accordance with Section 34 of the 2016 Revised IRR of RA 9184 and ITB Clause 20.2 (a) of Bid Data Sheet of the Bidding Documents.</p> <p>Failure to submit any of the post-qualification requirements on time, or a finding against the veracity thereof, shall disqualify the bidder for award. Provided in the event that a finding against the veracity of any of the documents submitted is made, it shall cause the forfeiture of the bid security in accordance with Section 69 of the IRR of RA 9184.</p> <p>NOTE: FOR POST QUALIFICATION PURPOSES ONLY</p>
20.3	<p>Each Bidder shall submit the following in one (1) “mother” envelope duly sealed and labeled, containing two (2) sets of envelopes:</p> <p>First envelope containing three (3) sets of Eligibility and Technical documents duly sealed and marked as Original Copy, Copy One and Copy Two.</p> <p>Second envelope containing three (3) sets of Financial Bid documents duly sealed and marked as Original Copy, Copy One and Copy Two.</p> <p>***See Annex IV-A, IV-B & IV-C</p>
20.4	<p>All envelopes shall be labeled/marked as follows:</p> <p>TO : MS. MARIDOL R. LICERIO CHAIRPERSON BIDS AND AWARDS COMMITTEE DSWD-NCR</p> <p>FROM : _____ (Name of Bidder in Capital Letters)</p> <p>ADDRESS: _____ (Address of Bidder in Capital Letters)</p> <p>PROJECT: EARLY PROCUREMENT FOR THE SUPPLY AND DELIVERY OF VARIOUS MEDICINES OF THE DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT – NATIONAL CAPITAL</p>



	REGION (DSWD-NCR) FOR RESIDENTIAL CARE FACILITIES (RCFs) FOR THE YEAR 2022
	BID REF NO.: ITB NO. 21-11-31
	ABC : Php20,085,626.24
	DO NOT OPEN BEFORE: 29 NOVEMBER 2021: 9:00A.M
21.2	No further instructions.



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 prior to 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 IV (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

- 6.1. 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.
- 6.2. 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	
	<p>Delivery and Documents –</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><i>[For Goods supplied from abroad, state:]</i> “The delivery terms applicable to the Contract are DDP delivered <i>[indicate place of destination]</i>. In accordance with INCOTERMS.”</p> <p><i>[For Goods supplied from within the Philippines, state:]</i> “The delivery terms applicable to this Contract are delivered <i>[indicate place of destination]</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>[indicate name(s)]</i>.</p> <p>Incidental Services –</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: <i>Select appropriate requirements and delete the rest.</i></p> <ul style="list-style-type: none"> a. performance or supervision of on-site assembly and/or start-up of the supplied Goods; b. furnishing of tools required for assembly and/or maintenance of the supplied Goods; c. furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied Goods; d. performance or supervision or maintenance and/or repair of the supplied Goods, for a period of time agreed by the parties, provided that this service shall not relieve the Supplier of any warranty obligations under this Contract; and
	<ul style="list-style-type: none"> e. training of the Procuring Entity’s personnel, at the Supplier’s plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied Goods. f. <i>[Specify additional incidental service requirements, as needed.]</i>



	<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>Spare Parts –</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> <p><i>Select appropriate requirements and delete the rest.</i></p> <ul style="list-style-type: none"> a. 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 b. in the event of termination of production of the spare parts: <ul style="list-style-type: none"> 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. <p>The spare parts and other components required are listed in Section VI (Schedule of Requirements) and the cost thereof are included in the contract price.</p> <p>The Supplier shall carry sufficient inventories to assure ex-stock supply of consumable spare parts or components for the Goods for a period of <i>[indicate here the time period specified. If not used indicate a time period of three times the warranty period]</i>.</p> <p>Spare parts or components shall be supplied as promptly as possible, but in any case, within <i>[insert appropriate time period]</i> months of placing the order.</p>
	<p>Packaging –</p> <p>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.</p>



	<p>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.</p> <p>The outer packaging must be clearly marked on at least four (4) sides as follows:</p> <p>Name of the Procuring Entity Name of the Supplier Contract Description Final Destination Gross weight Any special lifting instructions Any special handling instructions 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>Transportation –</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>Intellectual Property Rights –</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	<i>[If partial payment is allowed, state]</i> “The terms of payment shall be as follows: _____.”
4	The inspections and tests that will be conducted are: <i>[Indicate the applicable inspections and tests]</i>



Section VI. Schedule of Requirements



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.

Item No.	Unit	Quantity	Description	Delivered, Weeks/Months
1	LOT	As specified in Section VII. Technical Specifications	Early Procurement for the Supply and Delivery of Various Medicines of the Department of Social Welfare and Development – National Capital Region (DSWD-NCR) for Residential Care Facilities (RCFs) for FY 2022	<p>Within Fifteen (15) Working Days upon receipt of Notice to Proceed</p> <p>Place of Delivery: DSWD-NCR-Centers/Residential Care Facilities (C/RCFs)</p> <p style="text-align: center;"><u>North Cluster</u></p> <ul style="list-style-type: none"> ▪ GRACES - Brgy. Sto. Cristo, Bago Bantay, Quezon City ▪ National Vocational Rehabilitation Center (NVRC) - J.P Burgos St. Project 4, Quezon City <p style="text-align: center;"><u>Central Cluster</u></p> <ul style="list-style-type: none"> ▪ Jose Fabella Center – Correctional Rd., Mandaluyong City ▪ Nayon ng Kabataan – Brgy. Addition Hills, Mandaluyong City ▪ Sanctuary Center – Welfare Village, Comp. Acasia Lane, Mandaluyong City <p style="text-align: center;"><u>South Cluster</u></p> <ul style="list-style-type: none"> ▪ Elsie Gaches Village – Alabang Zapote Rd. Muntinlupa City ▪ Haven for Children – Alabang Zapoter Rd., Muntinlupa City ▪ Haven for Women – North Gate Avenue, Filinvest, Muntinlupa



				City Marillac Hills – North Gate Avenue, Filinvest, Muntinlupa City
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NOTE: The items must be delivered in standard packing or as prescribed by the specifications.

IMPORTANT NOTE:

- The items must be delivered in standard packing or as prescribed by the specifications
- .Attach Updated/Valid Certificate of License to Operate issued by Food and Drug Administration (FDA). **“Failure to submit during Bid Opening will be subjected to Disqualification”.**
- The items must be registered at FDA of the DOH as supported by a **Valid Certificate of Product Registration (CPR)**. This CPR must be attached to the Technical Specification Sheet, arranged and numbered in order as listed in the said sheet. **“Failure to submit during the Bid Opening will be subjected to Disqualification”.**

I hereby certify to comply and deliver all the above requirements:

Conforme:

Name of Company

Signature of Bidder or Authorized Representative

Name and Designation

Date

*** This document must be attached to the Technical Component Envelope ***

PLEASE USE THIS PRESCRIBED FORMAT IN THIS BID FORM



Section VII. Technical Specifications



Technical Specifications

TO THE BIDDER: Indicate **“COMPLY”** If Bidder’s Statement of Compliance meets the technical specifications and project requirement.

IMPORTANT NOTE: Do not leave any blank. A **“YES or NO”** entry will not be accepted. Failure to conform will result to in a rating of **“FAILED”**.

[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.]

Item No.	Unit	Quantity	Item Description	Bidder’s Statement of Compliance	Bidder’s Actual Offer (Brand if applicable)
1 LOT	ANALGESIC/ ANTIPYRETICS				
	Tablet	2,300	Diclofenac 50 mg / KNOWN BRAND		
	Tablet	400	Ibuprofen 400 mg		
	Tablet	2,500	PPA+CPM+Paracetamol Forte 25mg/2mg/325mg		
	Tablet	12,600	Paracetamol + PPA + CPM (Symdex-D) 25mg//2mg500 mg		
	Tablet	352	Tramadol+Paracetamol 37.5 mg+325 mg		
	Bottle	1,242	Paracetamol 250 mg/5 ml susp, 60 ml, KNOWN BRAND		
	Ampule	290	Paracetamol 300mg/2 ml		
	Tablet	11,500	Paracetamol 500 mg, Known Brand		
	Suppository	130	Paracetamol 250mg suppository		
	Capsule	2,000	Mefenamic Acid 250 mg		
	Capsule	10,100	Mefenamic Acid 500 mg, KNOWN BRAND		
	Tablet	2,950	Naproxen 500 mg, KNOWN BRAND		



ANESTHETICS					
	Bottle	13	Lidocane 2% /20 mg/ml, 50 ml		
ANTACIDS					
	Tablet	3,900	Aluminum+Magnesium HCL 200 mg/200g		
	Capsule	300	Omeprazole 20 mg		
	Capsule	2,400	Omeprazole 40 mg		
	Tablet	898	Ranitidine 150mg		
ANTI-ASTHMATICS					
	Nebule	660	Salbutamol 2 mg/ ml (2.5ml)		
	Tablet	2,380	Salbutamol 2 mg		
	Nebule	300	Ipratropium+Salbutamol 500 mcg/2.5 mg		
	Bottle	212	Salbutamol+Guafenesin 1/50mg per 5ml, 60ml		
	Tablet	4,960	Montelukast 10mg (chewable)		
	Inhaler	132	Salmeterol + Fluticasone Propionate 25mcg/125mcg		
ANTIBIOTICS (Ophthalmic)					
	Bottle	163	Tobramycin+Dexa Eye Drops 0.3%/0.1%/5ml		
	Bottle	24	Tobramycin Drops/Ointment 3mg/g		
	Bottle	32	Tetrahydrozoline HCl 0.05% ml		
	Bottle	15	Ofloxacin 0.3% 5ml Eye Drops		
ANTIBIOTICS (Oral)					
	Bottle	92	Amoxicillin 250 mg/5 ml, 60 ml		
	Capsule	15,500	Amoxicillin 500 mg		
	Capsule	1,900	Amoxicillin 250 mg, KNOWN BRAND		
	Capsule	4,600	Doxycycline 100mg		
	Bottle	102	Cefalexin 250 mg/5 ml, 60 ml, KNOWN BRAND		
	Capsule	6,500	Cefalexin 500 mg, KNOWN BRAND		
	Tablet	4,900	Cefuroxime 500 mg, KNOWN BRAND		
	Tablet	4,600	Ciprofloxacin 500 mg, KNOWN BRAND		
	Tablet	1,200	Clarithromycin 500 mg, KNOWN BRAND		
	Capsule	400	Cloxacillin 250 mg, Known Brand		
	Capsule	8,600	Cloxacillin 500 mg		
	Bottle	10	Cloxacillin 125 mg/5 ml, 60ml, KNOWN BRAND		



	Bottle	592	Cloxacillin 250 mg/5 ml, 60ml, KNOWN BRAND		
	Capsule	1,200	Clindamycin 300 mg		
	Tablet	5,640	Co-Amoxiclav 500 mg/125 mg, KNOWN BRAND		
	Tablet	400	Cotrimoxazole 400 mg/80 mg		
	Tablet	799	Cotrimoxazole 800 mg/160 mg		
	Tablet	4,700	Azithromycin 500 mg, KNOWN BRAND		
	Capsule	4,300	Cefixime 200mg		
ANTIBIOTICS (Otic)					
	Bottle	286	Ofloxacin Otic 0.3% 5ml Drops		
ANTI-CHOLESTEROL					
	Tablet	1,900	Simvastatin 20 mg		
ANTI-COAGOLANTS					
	Tablet	2,820	Aspirin 80 mg		
MUCOLYTIC ANTI-COUGH					
	Tablet	7,200	Lagundi 600 mg		
	Bottle	212	Lagundi 300 mg/5 ml, 60 ml		
	Bottle	242	Carbocisteine 250 mg/5 ml, 60 ml		
	Capsule	12,600	Carbocisteine 500 mg		
	Tablet	300	Bromhexine 8 mg		
	Bottle	10	Ambroxol drops 15ml		
	Bottle	222	Ambroxol 30 mg/5 ml		
	Tablet	7,300	Ambroxol 30 mg		
	Sachet	600	Acetylcysteine 200mg, KNOWN BRAND		
	Tablet	2,600	Acetylcysteine 600mg, KNOWN BRAND		
	Tablet	300	Dextromethorphan Hydrobromide 10mg		
	Bottle	12	Dextromethorphan Hydrobromide 10mg/5mL Syrup 60mL		
ANTI-DIABETES					
	Tablet	21,400	Metformin HCL 500 mg		
	Tablet	2,720	Vildagliptin + Metformin 50mg/1000mg		
	Tablet	3,080	Gliclazide 30mg		
ANTI-DIARRHEAL					
	Tablet	2,560	Loperamide 2 mg		
ANTI-EMETICS					
	Ampule	170	Metoclopramide 5mg/ml (2ml)		
	Tablet	3,100	Metoclopramide 10 mg, KNOWN BRAND		



ANTI-FIBRINOLYTICS					
	Capsule	3,200	Tranexamic Acid 500 mg, KNOWN BRAND		
ANTI-FUNGAL					
	Tablet	1,500	Ketoconazole 200 mg, KNOWN BRAND		
	Tube	150	Ketoconazole 20mg Cream, 10g		
ANTI-HISTAMINES					
	Tablet	4,000	Cetirizine 10 mg, KNOWN BRAND		
	Tablet	3,000	Loratadine 10mg		
	Tablet	3,900	Chlorphenamine Maleate 4 mg		
	Capsule	5,400	Diphenhydramine HCL 25 mg		
	Capsule	40,700	Diphenhydramine HCL 50 mg		
	Ampule	280	Diphenhydramine HCL 50 mg/ml, KNOWN BRAND		
ANTI-HYPERTENSIVES					
	Tablet	20,000	Amlodipine 5 mg, besylate KNOWN BRAND		
	Tablet	9,400	Amlodipine 10 mg, besylate KNOWN BRAND		
	Tablet	1,800	Atenolol 50 mg		
	Tablet	300	Captopril 25 mg		
	Tablet	18,420	Losartan 50 mg		
	Tablet	4,500	Clopidogrel 75 mg		
	Tablet	660	Metoprolol 50mg		
	Tablet	2,600	Clonidine 75mcg, KNOWN BRAND		
	Tablet	3,080	Carvedilol 6.25mg		
	Tablet	360	Candesartan 8mg		
CARDIAC GLYCOSIDES					
	Tablet	2,000	Digoxin 250mcg		
ANTI-PROTOZOAL					
	Tablet	3,001	Metronidazole 500 mg		
ANTI-PSYCHOTICS					
	Tablet	95,500	Risperidone 2 mg		
	Tablet	2,300	Haloperidol 5 mg		
	Tablet	18,000	Levomepromazine 100 mg		
	Tablet	4,800	Chlorpromazine 100mg		
	Tablet	21,400	Chlorpromazine 200 mg		
	Capsule	3,965	Fluoxetine 20mg		
	Tablet	2,720	Aripiprazole 10mg		
	Tablet	9,160	Olanzapine 10mg, KNOWN BRAND		
	Tablet	17,900	Clozapine 100 mg		
	Vial	424	Fluphenazine Decanoate 25mg/ml		



			5mL		
ANTI-VERTIGO					
	Tablet	600	Cinnarizine 25mg		
	Tablet	1,200	Betahistine Dihydrochloride 16mg		
ANTI-VIRAL					
	Tablet	1,100	Acyclovir 200 mg		
CORTICOSTEROIDS					
	Vial	16	Hydrocortisone 250 mg/2 ml (SOLU-CORTEF), KNOWN BRAND		
	Tube	165	Hydrocortisone 10 mg cream		
	Tablet	1,414	Prednisone 10 mg		
	Bottle	12	Prednisone 10 mg/5 ml 60ml		
DIURETICS					
	Tablet	1,800	Furosemide 40 mg		
	Tablet	360	Hydrochlorothiazide 12.5mg		
LAXATIVES					
	Bottle	12	Lactulose 3.35g/5ml 120 ml		
PAIN RELIEVERS					
	Tablet	2,600	Celecoxib 200 mg		
VITAMINS					
	Capsule	5,200	Silimaryn+Amino Acids		
	Capsule	15,000	Multivitamins+Folic Acid		
	Tablet	5,000	Multivitamins+Folic Acid		
	Bottle	660	Multivitamins Syrup 60ml		
	Capsule	1,200	Dibenzozide 1 mg		
	Tablet	26,600	Vitamin B Complex 500 mg		
	Tablet	100	Ferrous Sulfate 325 mg		
	Capsule	21,700	Ferrous Sulfate 500 mg		
	Tablet	34,200	Ascorbic Acid 500 mg		
ANTI-HELMINTICS					
	Tablet	4,200	Mebendazole 500 mg		
ANTI - SPASMODIC					
	Tablet	4,700	Dicycloverine 10 mg		
	Tablet	2,400	Domperidone 10 mg		
	Capsule	6,100	Hyoscine-N-Butyl-Bromide 10 mg		
	Ampule	200	Hyoscine-N-Butyl-Bromide 20 mg/ml		
ANTI - CONVULSANT					
	Tablet	79,202	Carbamazepine 200 mg		
	Tablet	1,080	Gabapentin 300 mg		
	Tablet	10,400	Levetiracetam 500mg		
	Tablet	3,240	Clonazepam 2 mg tab		



	Tablet	53,000	Divalproex Na 500 mg		
	Tablet	8,000	Divalproex Na 250 mg		
	Tablet	31,030	Phenobarbital 60 mg		
	Bottle	48	Valproic Acid 250mg/5ml, 120ml, KNOWN BRAND		
	Tablet	6,600	Phenytoin 100mg		
	Tablet	360	Oxcarbazepine 300mg		
	Tablet	2,160	Topiramate 100mg		
ANTI DEPRESSANT					
	Tablet	720	Lithium Carbonate 450mg		
	Tablet	4,860	Quetiapine 200 mg		
	Tablet	3,960	Quetiapine 25 mg		
	Tablet	1,115	Sertraline 50mg		
	Tablet	3,120	Escitalopram 20mg		
	Tablet	182	Mirtazopine 30mg		
ANTI-FLATULENT					
	Tablet	2,300	Simethicone (Chewable) 40 mg		
ANTI-NAUSEA					
	Tablet	900	Meclizine 25 mg		
ANTI-PARKINSONS					
	Tablet	360	Levodopa+Carvidopa 100/25mg		
	Tablet	4,300	Biperiden 2mg		
ANTI-DEMENTIA					
	Tablet	360	Memantine 10mg		
HYPOTHYROIDISM					
	Tablet	1,440	Levothyroxine 50mcg		
MUSCLE RELAXANTS					
	Tablet	1,080	Baclofen 2mg		
	Tablet	350	Eperisone HCL 50 mg		
ANXIOLYTICS (Regulated)					
	Tablet	300	Diazepam 5 mg		
	Ampule	30	Diazepam 10mg/ml (2ml ampule)		
REHYDRATING AGENTS					
	Sachet	5,000	Oral Rehydration Salts 4.1g / sachet		
TOPICAL MEDICATIONS					
	Tube	270	Mupirocin Ointment 2%, 5 g		
	Tube	190	Clotrimazole cream 20 g		
	Tube	245	Silver Sulfadiazine 1% 50g cream		
	Tube	445	Sulfur Ointment 30 g		
	Tube	178	Betamethasone Cream 0.1%, 5g, known brand		
	Tube	215	Clobetasol 0.05 % Ointment 5g, known brand		



	Bottle	272	Permethrin/Lindane(Kwell Lotion), 60 ml		
	Bottle	265	Permethrin/Lindane(Kwell Shampoo), 60 ml		
	Tube	90	Zinc Oxide + Benzoic Acid + Sulfur + Salicylic Acid 12.9g/4.5g/3/4g/1.87g 30g		
	Bottle	24	Anthraquinone Glycosides Salicylic Acid 10mL		
VACCINE					
	Ampule	620	Tetanus Toxoid 0.5 ml		

- **Shelf life:** Must be fresh commercial stock with a total shelf life of twenty-four (24) months from the date of manufacture but not less than eighteen (18) months from the date of delivery.

a. Additional Requirements to be attached to Technical Specifications form arranged, numbered and tabbed as enumerated below:

- 1) Valid and current Certificate Product Registration (CPR) or Valid Extension issued by Philippine Food and Drug Administration (PFDA);
- 2) Valid and current License to Operate (LTO) for drug suppliers, distributors and traders issued by Philippine Food and Drugs Administration (PFDA).
- 3) The bidder shall submit any of the following whichever is applicable:
 - a) If the bidder is a manufacturer, certificate that the bidder manufactures the products/item; or
 - b) If the bidder is an Exclusive/Authorized Distributor or Dealer of the products/items, Certificate or Contract from the manufacturer or importer must be provided as proof that the bidder is an Exclusive/Authorized Distributor or Dealer of the products/items; or
 - c) If the bidder is an agent of the exclusive distributor or dealer, the following must be provided:
 - i. Certificate or Distributor/Dealership Agreement by the Manufacturer with the distributor or dealer; and
 - ii. . Contract between the distributor/dealer and the bidder.

Conforme:

Name of Company



Signature of Bidder or Authorized Representative

Name and Designation

*** This document must be attached to the Technical Component Envelope ***

**PLEASE USE THIS PRESCRIBED FORMAT IN THIS BID
FORM**



Section VIII. Checklist of Technical and Financial Documents



Checklist of Technical and Financial Documents

I. TECHNICAL COMPONENT ENVELOPE	
<i>Class "A" Documents</i>	
<u>Legal Documents</u>	
<input type="checkbox"/>	(a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages); Or
<input type="checkbox"/>	(b) Registration certificate from Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives or its equivalent document, And
<input type="checkbox"/>	(c) Mayor's or Business permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas; And
<input type="checkbox"/>	(d) Tax clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).
<u>Technical Documents</u>	
<input type="checkbox"/>	(f) 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
<input type="checkbox"/>	(g) 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
<input type="checkbox"/>	(h) 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
<input type="checkbox"/>	(i) Conformity with <u>Section VII. Technical Specifications</u> , which may include production/delivery schedule, manpower requirements, and/or after-sales/parts, if applicable; <ul style="list-style-type: none"> ▪ Valid and current Certificate Product Registration (CPR) or Valid Extension issued by Philippine Food and Drug Administration (PFDA); ▪ Valid and current License to Operate (LTO) for drug suppliers, distributors and traders issued by Philippine Food and Drugs Administration (PFDA). ▪ The bidder shall submit any of the following whichever is applicable:



	<p>a) If the bidder is a manufacturer, certificate that the bidder manufactures the products/item;</p> <p>b) If the bidder is an Exclusive/Authorized Distributor or Dealer of the products/items, Certificate or Contract from the manufacturer or importer must be provided as proof that the bidder is an Exclusive/Authorized Distributor or Dealer of the products/items; or</p> <p>c) If the bidder is an agent of the exclusive distributor or dealer, the following must be provided: i. Certificate or Distributor/Dealership Agreement by the Manufacturer with the distributor or dealer; and ii. Contract between the distributor/dealer and the bidder.</p>
	(j) Conformity with <u>Section VI. Schedule of Requirements; and</u>
<input type="checkbox"/>	(k) 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.
<i>Financial Documents</i>	
<input type="checkbox"/>	<p>(l) The Supplier's Audited Financial Statements for year 2020 and 2019 (in comparative form or separate form):</p> <ul style="list-style-type: none"> ▪ Independent Auditor's Report ▪ Balance Sheet (Statement of Financial Position) and ▪ Income Statement (Statement of Comprehensive Income) <p>Each of the above statements must have stamped "received" by the Bureau of Internal Revenue (BIR) or its duly accredited institutions.</p>
<input type="checkbox"/>	<p>(m) 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.</p>
<i>Class "B" Documents</i>	
<input type="checkbox"/>	<p>(n) 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.</p>

25 FINANCIAL COMPONENT ENVELOPE



-
- ☐ (a) Original of duly signed and accomplished Financial Bid Form; **and**
 - ☐ (b) Original of duly signed and accomplished Price Proposal Form(s)/Price Schedule.



BIDDING FORMS



Bid Form

Date: _____
Invitation to Bid No: 21-11-31

To: **DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT**
National Capital Region
389 San Rafael cor Legarda Street, Manila

Gentlemen and/or Ladies:

Having examined the Bidding Documents including Supplemental/Bid Bulletin Numbers *[insert numbers]*, the receipt of which is hereby duly acknowledged, I/We, the undersigned, offer to render service for the project **Early Procurement for the Supply and Delivery of Various Medicines of the Department of Social Welfare and Development – National Capital Region (DSWD-NCR) for Residential Care Facilities (RCFs) for the year 2022** in conformity with the said Bidding Documents for the sum of *[total Bid amount in words and figures] or the total calculated bid price, as evaluated and corrected for computational errors, and other bid modifications in accordance with the Price Schedules* attached herewith and made part of this Bid. The total bid price includes the cost of all taxes, such as but not limited to: [specify the applicable taxes, e.g. (i) Value Added Tax (VAT), (ii) Income Tax, (iii) Local Taxes, and (iv) Other fiscal levies and duties,] which are itemized herein or in the Price Schedules,

If our Bid is accepted, we undertake:

- a. to deliver the services in accordance with the delivery schedule specified in the Schedule of Requirements of the Philippine Bidding Documents (PBD);
- b. to provide a performance security in the form, amounts, and within the times specified in the PBDs;
- c. to abide by this Bid for the Bid Validity Period specified in [BDS](#) and it shall remain binding upon us 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:²

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 me/us.

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.

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

I/We certify/confirm that we comply with the eligibility requirements pursuant to the PBDs.



The undersigned is authorized to submit the bid on behalf [name of bidder] as evidence by the attached [state the written authority].

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

Name: _____

Legal Capacity: _____

Signature: _____

Duly authorized to sign the Bid for and behalf for: _____

Date: _____



Price Proposal Form/Price Schedule

Date: _____
Invitation to Bid No: 21-11-31

Early Procurement for the Supply and Delivery of Various Medicines of the DSWD-NCR for RCFs for the year 2022

LOT No.	Title of the Project	Approved Budget for the Contract (<i>Php</i>)	Bid Price VAT Inclusive (<i>Php</i>)
1	Early Procurement for the Supply and Delivery of Various Medicines of the DSWD-NCR for RCFs for the year 2022	Php20,085,626.24	

TOTAL BID PRICE (Amount in Words):

Certified Correct:

Name of Company

Signature of Bidder or Authorized Representative

Name and Designation

Date

**PLEASE USE THIS PRESCRIBED FORMAT IN
THIS BID FORM**



Price Proposal Form/Price Schedule

Date: _____
Invitation to Bid No: 21-11-31

**Early Procurement for the Supply and Delivery of Various Medicines of the DSWD-NCR for
RCFs for the year 2022**

Item No.	Unit	Quantity	Item Description	Total Amount per Item (Php)	Bidder's Price per Item (Unit Price per Item)	Bidder's Total Bid Price per Item (VAT Inclusive)
1 LOT	ANALGESIC/ANTIPYRETICS					
	Tablet	2,300	Diclofenac 50 mg / KNOWN BRAND	30,199.00		
	Tablet	400	Ibuprofen 400 mg	4,620.00		
	Tablet	2,500	PPA+CPM+Paracetamol Forte 25mg/2mg/325mg	9,200.00		
	Tablet	12,600	Paracetamol + PPA + CPM (Symdex-D) 25mg//2mg500 mg	79,380.00		
	Tablet	352	Tramadol+Paracetamol 37.5 mg+325 mg	12,013.76		
	Bottle	1,242	Paracetamol 250 mg/5 ml susp, 60 ml, KNOWN BRAND	75,314.88		
	Ampule	290	Paracetamol 300mg/2 ml	10,582.10		
	Tablet	11,500	Paracetamol 500 mg, Known Brand	45,310.00		
	Suppository	130	Paracetamol 250mg suppository	2,866.50		
	Capsule	2,000	Mefenamic Acid 250 mg	6,300.00		
	Capsule	10,100	Mefenamic Acid 500 mg, KNOWN BRAND	45,046.00		
	Tablet	2,950	Naproxen 500 mg, KNOWN BRAND	43,365.00		
ANESTHETICS						
	Bottle	13	Lidocane 2% /20 mg/ml, 50 ml	819.00		
ANTACIDS						
	Tablet	3,900	Aluminum+Magnesium HCL 200 mg/200g	56,316.00		
	Capsule	300	Omeprazole 20 mg	6,615.00		
	Capsule	2,400	Omeprazole 40 mg	98,280.00		
	Tablet	898	Ranitidine 150mg	942.90		
ANTI-ASTHMATICS						
	Nebule	660	Salbutamol 2 mg/ ml (2.5ml)	15,246.00		
	Tablet	2,380	Salbutamol 2 mg	9,996.00		



	Nebule	300	Ipratropium+Salbutamol 500 mcg/2.5 mg	8,979.00		
	Bottle	212	Salbutamol+Guafenesin 1/50mg per 5ml, 60ml	13,356.00		
	Tablet	4,960	Montelukast 10mg (chewable)	114,576.00		
	Inhaler	132	Salmeterol + Fluticasone Propionate 25mcg/125mcg	76,264.32		
ANTIBIOTICS (Ophthalmic)						
	Bottle	163	Tobramycin+Dexa Eye Drops 0.3%/0.1%/5ml	100,807.35		
	Bottle	24	Tobramycin Drops/Ointment 3mg/g	14,364.00		
	Bottle	32	Tetrahydrozoline HCl 0.05% ml	3,007.36		
	Bottle	15	Ofloxacin 0.3% 5ml Eye Drops	6,004.65		
ANTIBIOTICS (Oral)						
	Bottle	92	Amoxicillin 250 mg/5 ml, 60 ml	9,747.40		
	Capsule	15,500	Amoxicillin 500 mg	109,120.00		
	Capsule	1,900	Amoxicillin 250 mg, KNOWN BRAND	9,880.00		
	Capsule	4,600	Doxycycline 100mg	194,166.00		
	Bottle	102	Cefalexin 250 mg/5 ml, 60 ml, KNOWN BRAND	15,422.40		
	Capsule	6,500	Cefalexin 500 mg, KNOWN BRAND	139,945.00		
	Tablet	4,900	Cefuroxime 500 mg, KNOWN BRAND	244,412.00		
	Tablet	4,600	Ciprofloxacin 500 mg, KNOWN BRAND	117,116.00		
	Tablet	1,200	Clarithromycin 500 mg, KNOWN BRAND	64,704.00		
	Capsule	400	Cloxacillin 250 mg, Known Brand	1,052.00		
	Capsule	8,600	Cloxacillin 500 mg	153,510.00		
	Bottle	10	Cloxacillin 125 mg/5 ml, 60ml, KNOWN BRAND	1,575.00		
	Bottle	592	Cloxacillin 250 mg/5 ml, 60ml, KNOWN BRAND	142,968.00		
	Capsule	1,200	Clindamycin 300 mg	36,852.00		
	Tablet	5,640	Co-Amoxiclav 500 mg/125 mg, KNOWN BRAND	223,569.60		
	Tablet	400	Cotrimoxazole 400 mg/80 mg	2,836.00		
	Tablet	799	Cotrimoxazole 800 mg/160 mg	26,598.71		
	Tablet	4,700	Azithromycin 500 mg, KNOWN BRAND	399,735.00		
	Capsule	4,300	Cefixime 200mg	203,175.00		
ANTIBIOTICS (Otic)						



	Bottle	286	Ofloxacin Otic 0.3% 5ml Drops	115,915.80		
ANTI-CHOLESTEROL						
	Tablet	1,900	Simvastatin 20 mg	31,920.00		
ANTI-COAGOLANTS						
	Tablet	2,820	Aspirin 80 mg	9,785.40		
MUCOLYTIC ANTI-COUGH						
	Tablet	7,200	Lagundi 600 mg	51,048.00		
	Bottle	212	Lagundi 300 mg/5 ml, 60 ml	22,705.20		
	Bottle	242	Carbocisteine 250 mg/5 ml, 60 ml	25,284.16		
	Capsule	12,600	Carbocisteine 500 mg	86,058.00		
	Tablet	300	Bromhexine 8 mg	5,040.00		
	Bottle	10	Ambroxol drops 15ml	367.50		
	Bottle	222	Ambroxol 30 mg/5 ml	14,358.96		
	Tablet	7,300	Ambroxol 30 mg	53,655.00		
	Sachet	600	Acetylcysteine 200mg, KNOWN BRAND	10,554.00		
	Tablet	2,600	Acetylcysteine 600mg, KNOWN BRAND	92,820.00		
	Tablet	300	Dextromethorphan Hydrobromide 10mg	1,260.00		
	Bottle	12	Dextromethorphan Hydrobromide 10mg/5mL Syrup 60mL	277.20		
ANTI-DIABETES						
	Tablet	21,400	Metformin HCL 500 mg	78,752.00		
	Tablet	2,720	Vildagliptin + Metformin 50mg/1000mg	89,977.60		
	Tablet	3,080	Gliclazide 30mg	28,613.20		
ANTI-DIARRHEAL						
	Tablet	2,560	Loperamide 2 mg	11,417.60		
ANTI-EMETICS						
	Ampule	170	Metoclopramide 5mg/ml (2ml)	13,387.50		
	Tablet	3,100	Metoclopramide 10 mg, KNOWN BRAND	39,060.00		
ANTI-FIBRINOLYTICS						
	Capsule	3,200	Tranexamic Acid 500 mg, KNOWN BRAND	50,400.00		
ANTI-FUNGAL						
	Tablet	1,500	Ketoconazole 200 mg, KNOWN BRAND	307,125.00		
	Tube	150	Ketoconazole 20mg Cream, 10g	56,227.50		
ANTI-HISTAMINES						
	Tablet	4,000	Cetirizine 10 mg, KNOWN	67,200.00		



			BRAND			
	Tablet	3,000	Loratadine 10mg	4,740.00		
	Tablet	3,900	Chlorphenamine Maleate 4 mg	16,380.00		
	Capsule	5,400	Diphenhydramine HCL 25 mg	29,754.00		
	Capsule	40,700	Diphenhydramine HCL 50 mg	374,033.00		
	Ampule	280	Diphenhydramine HCL 50 mg/ml, KNOWN BRAND	44,248.40		
ANTI-HYPERTENSIVES						
	Tablet	20,000	Amlodipine 5 mg, besylate KNOWN BRAND	152,200.00		
	Tablet	9,400	Amlodipine 10 mg, besylate KNOWN BRAND	197,400.00		
	Tablet	1,800	Atenolol 50 mg	12,294.00		
	Tablet	300	Captopril 25 mg	3,387.00		
	Tablet	18,420	Losartan 50 mg	227,302.80		
	Tablet	4,500	Clopidogrel 75 mg	72,765.00		
	Tablet	660	Metoprolol 50mg	10,949.40		
	Tablet	2,600	Clonidine 75mcg, KNOWN BRAND	76,440.00		
	Tablet	3,080	Carvedilol 6.25mg	35,574.00		
	Tablet	360	Candesartan 8mg	7,560.00		
CARDIAC GLYCOSIDES						
	Tablet	2,000	Digoxin 250mcg	12,080.00		
ANTI-PROTOZOAL						
	Tablet	3,001	Metronidazole 500 mg	34,661.55		
ANTI-PSYCHOTICS						
	Tablet	95,500	Risperidone 2 mg	4,011,000.00		
	Tablet	2,300	Haloperidol 5 mg	75,463.00		
	Tablet	18,000	Levomepromazine 100 mg	430,920.00		
	Tablet	4,800	Chlorpromazine 100mg	30,240.00		
	Tablet	21,400	Chlorpromazine 200 mg	337,050.00		
	Capsule	3,965	Fluoxetine 20mg	41,632.50		
	Tablet	2,720	Aripiprazole 10mg	732,577.60		
	Tablet	9,160	Olanzapine 10mg, KNOWN BRAND	1,254,187.20		
	Tablet	17,900	Clozapine 100 mg	1,225,434.00		
	Vial	424	Fluphenazine Decanoate 25mg/ml 5mL	62,328.00		
ANTI-VERTIGO						
	Tablet	600	Cinnarizine 25mg	14,178.00		
	Tablet	1,200	Betahistine Dihydrochloride 16mg	80,328.00		
ANTI-VIRAL						
	Tablet	1,100	Acyclovir 200 mg	69,300.00		



CORTICOSTEROIDS						
	Vial	16	Hydrocortisone 250 mg/2 ml (SOLU-CORTEF), KNOWN BRAND	11,676.00		
	Tube	165	Hydrocortisone 10 mg cream	37,248.75		
	Tablet	1,414	Prednisone 10 mg	5,938.80		
	Bottle	12	Prednisone 10 mg/5 ml 60ml	1,808.16		
DIURETICS						
	Tablet	1,800	Furosemide 40 mg	7,560.00		
	Tablet	360	Hydrochlorothiazide 12.5mg	2,041.20		
LAXATIVES						
	Bottle	12	Lactulose 3.35g/5ml 120 ml	2,205.00		
PAIN RELIEVERS						
	Tablet	2,600	Celecoxib 200 mg	71,656.00		
VITAMINS						
	Capsule	5,200	Silimaryn+Amino Acids	136,500.00		
	Capsule	15,000	Multivitamins+Folic Acid	220,500.00		
	Tablet	5,000	Multivitamins+Folic Acid	65,650.00		
	Bottle	660	Multivitamins Syrup 60ml	72,765.00		
	Capsule	1,200	Dibenzozide 1 mg	25,200.00		
	Tablet	26,600	Vitamin B Complex 500 mg	467,894.00		
	Tablet	100	Ferrous Sulfate 325 mg	210.00		
	Capsule	21,700	Ferrous Sulfate 500 mg	82,026.00		
	Tablet	34,200	Ascorbic Acid 500 mg	80,712.00		
ANTI-HELMINTICS						
	Tablet	4,200	Mebendazole 500 mg	458,640.00		
ANTI – SPASMODIC						
	Tablet	4,700	Dicycloverine 10 mg	49,350.00		
	Tablet	2,400	Domperidone 10 mg	12,096.00		
	Capsule	6,100	Hyoscine-N-Butyl-Bromide 10 mg	62,769.00		
	Ampule	200	Hyoscine-N-Butyl-Bromide 20 mg/ml	9,450.00		
ANTI – CONVULSANT						
	Tablet	79,202	Carbamazepine 200 mg	278,791.04		
	Tablet	1,080	Gabapentin 300 mg	43,664.40		
	Tablet	10,400	Levitiracetam 500mg	453,232.00		
	Tablet	3,240	Clonazepam 2 mg tab	40,824.00		
	Tablet	53,000	Divalproex Na 500 mg	1,266,170.00		
	Tablet	8,000	Divalproex Na 250 mg	149,120.00		
	Tablet	31,030	Phenobarbital 60 mg	146,771.90		
	Bottle	48	Valproic Acid 250mg/5ml, 120ml, KNOWN BRAND	36,515.04		
	Tablet	6,600	Phenytoin 100mg	346,500.00		



	Tablet	360	Oxcarbazepine 300mg	7,560.00		
	Tablet	2,160	Topiramate 100mg	92,988.00		
ANTI DEPRESSANT						
	Tablet	720	Lithium Carbonate 450mg	5,407.20		
	Tablet	4,860	Quetiapine 200 mg	195,955.20		
	Tablet	3,960	Quetiapine 25 mg	281,714.40		
	Tablet	1,115	Sertraline 50mg	48,881.60		
	Tablet	3,120	Escitalopram 20mg	64,708.80		
	Tablet	182	Mirtazopine 30mg	8,532.16		
ANTI-FLATULENT						
	Tablet	2,300	Simethicone (Chewable) 40 mg	18,124.00		
ANTI-NAUSEA						
	Tablet	900	Meclizine 25 mg	9,684.00		
ANTI-PARKINSONS						
	Tablet	360	Levodopa+Carvidopa 100/25mg	7,938.00		
	Tablet	4,300	Biperiden 2mg	72,240.00		
ANTI-DEMENTIA						
	Tablet	360	Memantine 10mg	12,834.00		
HYPOTHYROIDISM						
	Tablet	1,440	Levothyroxine 50mcg	10,584.00		
MUSCLE RELAXANTS						
	Tablet	1,080	Baclofen 2mg	49,334.40		
	Tablet	350	Eperisone HCL 50 mg	7,168.00		
ANXIOLYTICS (Regulated)						
	Tablet	300	Diazepam 5 mg	3,702.00		
	Ampule	30	Diazepam 10mg/ml (2ml ampule)	3,197.40		
REHYDRATING AGENTS						
	Sachet	5,000	Oral Rehydration Salts 4.1g / sachet	82,700.00		
TOPICAL MEDICATIONS						
	Tube	270	Mupirocin Ointment 2%, 5 g	49,115.70		
	Tube	190	Clotrimazole cream 20 g	23,740.50		
	Tube	245	Silver Sulfadiazine 1% 50g cream	75,888.75		
	Tube	445	Sulfur Ointment 30 g	53,266.50		
	Tube	178	Betamethasone Cream 0.1%, 5g, known brand	64,106.70		
	Tube	215	Clobetasol 0.05 % Ointment 5g, known brand	21,672.00		
	Bottle	272	Permethrin/Lindane(Kwell Lotion), 60 ml	91,677.60		
	Bottle	265	Permethrin/Lindane(Kwell Shampoo), 60 ml	67,336.50		



	Tube	90	Zinc Oxide + Benzoic Acid + Sulfur + Salicylic Acid 12.9g/4.5g/3/4g/1.87g 30g	5,174.10		
	Bottle	24	Anthraquinone Glycosides Salicylic Acid 10mL	5,575.44		
VACCINE						
	Ampule	620	Tetanus Toxoid 0.5 ml	73,563.00		
			TOTAL	20,085,626.24		

TOTAL BID PRICE (Amount in Words):

Certified Correct:

Name of Company

Signature of Bidder or Authorized Representative

Name and Designation

Date

**PLEASE USE THIS PRESCRIBED FORMAT IN
THIS BID FORM**



Annex I

Statement of Single Largest Completed Contract of Similar Nature Within the Last Three (3) Years Prior to the Date of Submission and Receipt of Bids, equivalent to at least Twenty Five percent (25%) of the ABC of this project.

Name of Client and Complete Address	Name of the Contract	Date of the Contract	Kinds of Goods	Amount of Contract	Duration of Contract
Contact Person And Contact Number					

Any of the following documents must be attached:

- End-user's Acceptance/Completion; **or**
- Copy of official receipt(s) **or**
- Copy of Sales Invoice and Collection Receipt issued for the contract, if completed, which shall be attached to the statements.

{Note: Failure to submit a supporting document shall be a ground for disqualification}

Certified Correct:

Name of Company

Signature of Bidder or Authorized Representative

Name and Designation

Date

PLEASE USE THIS PRESCRIBED FORMAT IN THIS BID FORM



Annex II

**Statement of All Ongoing Government and Private Contracts (Including Contracts
Awarded but not yet Started)**

1. All on-going contracts (including contracts awarded but not yet started, *if ANY*)

Name of Client and Complete Address Contact Person and Contact Number	Name of the Contract	Date and Status of the Contract	Kinds of Goods	Amount of Goods	Value of Outstanding Contracts	Purchase Order No./ or Date of Contracts	Duration of Contract

[Note: The following documents must be available upon request of the Bids and Award Committee (BAC) or designated Technical Working Group (TWG) during Post-Qualification to support this statement: (a) Contract or Purchase Order, (b) Notice of Award and (c) Notice to Proceed]

Instructions:

1. Statement of all on going contracts including those awarded but not yet started (government and private contracts which may be similar or not similar to the project being bid).
2. If there is no ongoing contract including those awarded but not yet started as of the aforementioned period, state none or equivalent term.
3. The total amount of the ongoing and awarded but not yet started contracts should be consistent with those used in the Net Financial Contracting Capacity (NFCC).

Certified Correct:

Name of Company

Signature of Bidder or Authorized Representative

Name and Designation

Date

****No attachments required****

PLEASE USE THE PRESCRIBED FORMAT IN THIS BID FORM



Annex III

REPUBLIC OF THE PHILIPPINES)
CITY OF _____) S.S.
x-----x

BID-SECURING DECLARATION

Invitation to Bid: [Insert reference number]

To: [Insert name and address of the Procuring Entity]

I/We³, 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 fifteen (15) 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 as the bidder with the Lowest Calculated and Responsive Bid/Highest Rated and Responsive Bid⁴, 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**

[Jurat]

[Format shall be based on the latest Rules on Notarial Practice]

¹ Pursuant to GPPB Resolution No. 16-2020 dated 16 September 2020



Annex IV

(Bidder's Company Letterhead)
**Early Procurement for the Supply & Delivery of Various Medicines of the DSWD-NCR
for RCFs for the year 2022**

Invitation to Bid (ITB) No.21-11-31
Approved Budget for the Contract (ABC) – **Php20,085,626.24**

CERTIFICATE OF NET FINANCIAL CONTRACTING CAPACITY (NFCC)
(Please show figures at how you arrived at the NFCC)

This is to certify that our **Net Financial Contracting Capacity (NFCC)** is _____ (Php _____) which is at least equal to the total ceiling price we are bidding. The amount is computed as follows:

CA	=	Current Assets	P
Less:			-
CL	=	Current Liabilities	P
Sub-Total 1			P
			X 15
Sub-Total 2			P
Less:			-
C	=	Value of all outstanding or uncompleted portions of the projects under on-going contracts, including awarded contracts yet to be started coinciding with the contract for this Project	P
NFCC			P

Issued this _____ day of _____, 2021.

Note:

1. The phrase “value of the bidder’s current assets and current liabilities” shall be based on the data submitted to the BIR, which refers to the values of the current assets and current liabilities reflected in the Audited Financial Statements.
2. The value of all outstanding or uncompleted contracts refers to those listed in Annex II.
3. The detailed computation must be shown using the formula provided above.
4. The NFCC computation must be at least equal to the ABC of the project



Certified Correct:

Name of Company

Signature of Bidder or Authorized Representative

Name and Designation

Date

*** This document must be attached to the Technical Component Envelope ***

<p>PLEASE USE THIS PRESCRIBED FORMAT IN THIS BID FORM</p>
--



Omnibus Sworn Statement

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 following responsibilities as a Bidder:
 - a) Carefully examine all of the Bidding Documents;
 - b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;
 - c) Made an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d) Inquire or secure 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]*

Doc. No. _____

Page No. _____

Book No. _____

Series of _____



Annex VI-A

ORIGINAL TECHNICAL COMPONENT	
TO :	MS. MARIDOL R. LICERIO CHAIRPERSON BIDS AND AWARDS COMMITTEE DSWD-NCR
FROM :	(Name of Bidder in Capital Letters)
ADDRESS :	(Address of Bidder in Capital Letters)
PROJECT :	
BID REF NO. :	
ABC :	Php _____
DO NOT OPEN BEFORE: Date & Time of Bid Opening	

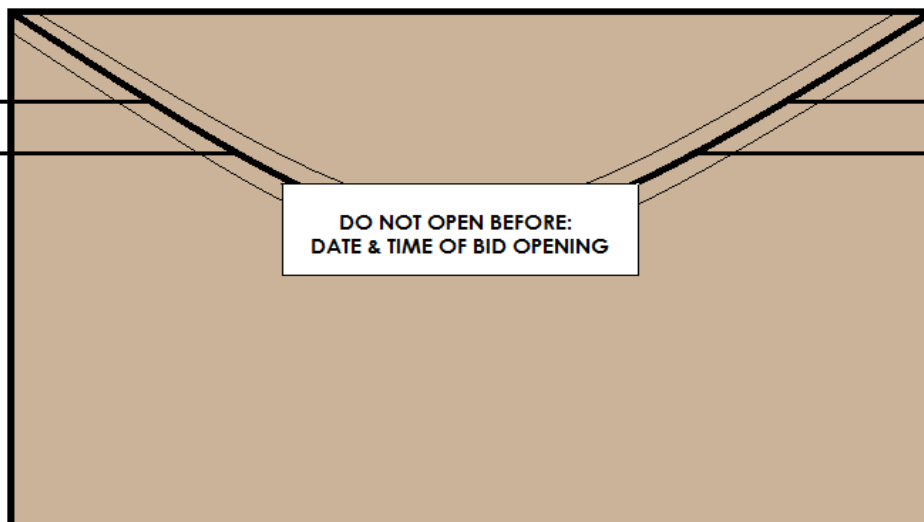
COPY 1 TECHNICAL COMPONENT	
TO :	MS. MARIDOL R. LICERIO CHAIRPERSON BIDS AND AWARDS COMMITTEE DSWD-NCR
FROM :	(Name of Bidder in Capital Letters)
ADDRESS :	(Address of Bidder in Capital Letters)
PROJECT :	
BID REF NO. :	
ABC :	Php _____
DO NOT OPEN BEFORE: Date & Time of Bid Opening	

COPY 2 TECHNICAL COMPONENT	
TO :	MS. MARIDOL R. LICERIO CHAIRPERSON BIDS AND AWARDS COMMITTEE DSWD-NCR
FROM :	(Name of Bidder in Capital Letters)
ADDRESS :	(Address of Bidder in Capital Letters)
PROJECT :	
BID REF NO. :	
ABC :	Php _____
DO NOT OPEN BEFORE: Date & Time of Bid Opening	

TECHNICAL COMPONENT ENVELOPE	
TO :	MS. MARIDOL R. LICERIO CHAIRPERSON BIDS AND AWARDS COMMITTEE DSWD-NCR
FROM :	_____ (Name of Bidder in Capital Letters)
ADDRESS :	_____ (Address of Bidder in Capital Letters)
PROJECT :	_____
BID REF NO.:	_____
ABC :	Php _____
DO NOT OPEN BEFORE: Date & Time of Bid Opening	

1. SEAL

2. SIGN



1. SEAL

2. SIGN



Annex VI-B

ORIGINAL FINANCIAL COMPONENT
TO : MS. MARIDOL R. LICERIO
CHAIRPERSON
BIDS AND AWARDS COMMITTEE
DSWD-NCR
FROM : _____
(Name of Bidder in Capital Letters)
ADDRESS : _____
(Address of Bidder in Capital Letters)
PROJECT : _____
BID REF NO. : _____
ABC : **Php** _____
DO NOT OPEN BEFORE: Date & Time of Bid Opening

COPY 1 FINANCIAL COMPONENT
TO : MS. MARIDOL R. LICERIO
CHAIRPERSON
BIDS AND AWARDS COMMITTEE
DSWD-NCR
FROM : _____
(Name of Bidder in Capital Letters)
ADDRESS : _____
(Address of Bidder in Capital Letters)
PROJECT : _____
BID REF NO. : _____
ABC : **Php** _____
DO NOT OPEN BEFORE: Date & Time of Bid Opening

COPY 2 FINANCIAL COMPONENT
TO : MS. MARIDOL R. LICERIO
CHAIRPERSON
BIDS AND AWARDS COMMITTEE
DSWD-NCR
FROM : _____
(Name of Bidder in Capital Letters)
ADDRESS : _____
(Address of Bidder in Capital Letters)
PROJECT : _____
BID REF NO. : _____
ABC : **Php** _____
DO NOT OPEN BEFORE: Date & Time of Bid Opening

FINANCIAL COMPONENT ENVELOPE

TO : MS. MARIDOL R. LICERIO
CHAIRPERSON
BIDS AND AWARDS COMMITTEE
DSWD-NCR

FROM : _____
(Name of Bidder in Capital Letters)

ADDRESS : _____
(Address of Bidder in Capital Letters)

PROJECT : _____

BID REF NO.: _____

ABC : **Php** _____

DO NOT OPEN BEFORE: Date & Time of Bid Opening

1. SEAL

2. SIGN

DO NOT OPEN BEFORE:
DATE & TIME OF BID OPENING

1. SEAL

2. SIGN



Annex VI - C

FINANCIAL COMPONENT ENVELOPE

TO : **MS. MARIDOL R. LICERIO**

FROM : _____

ADDRESS : _____

PROJECT : _____

BID REF NO.: _____

ABC : _____

DO NOT OPEN BEFORE: Date & Time of Bid Opening

TECHNICAL COMPONENT ENVELOPE

TO : **MS. MARIDOL R. LICERIO**
CHAIRPERSON
BIDS AND AWARDS COMMITTEE
DSWD-NCR

FROM : _____
(Name of Bidder in Capital Letters)

ADDRESS : _____
(Address of Bidder in Capital Letters)

PROJECT : _____

BID REF NO.: _____

ABC : **Php** _____

DO NOT OPEN BEFORE: Date & Time of Bid Opening

TO : **MS. MARIDOL R. LICERIO**
CHAIRPERSON
BIDS AND AWARDS COMMITTEE
DSWD-NCR

FROM : _____
(Name of Bidder in Capital Letters)

ADDRESS : _____
(Address of Bidder in Capital Letters)

PROJECT : _____

BID REF NO.: _____

ABC : **Php** _____

DO NOT OPEN BEFORE: Date & Time of Bid Opening

1. SEAL

2. SIGN

DO NOT OPEN BEFORE:
DATE & TIME OF BID OPENING

1. SEAL

2. SIGN

