



Republic of the Philippines  
Department of Health  
**CENTRAL OFFICE BIDS AND AWARDS COMMITTEE**

**BID BULLETIN NO. 2**  
**24 November 2020**

**PROCUREMENT OF USB & POLO SHIRT**  
**IB NO. 2020-241**

This Bid Bulletin is being issued to amend or modify the posted bidding document in the PhilGEPS and DOH website, clarify the issues and concerns raised during the Pre-bidding Conference conducted on 27 October 2020, and to announce the new schedule of the Submission and Opening of Bids. This Bid Bulletin will form an integral part of the bidding document for the Procurement of USB & Polo Shirt under IB No. 2020-241. Listed below are the corresponding modifications/changes in the Philippine Bidding Documents:

**1. *New Schedule of Activity:***

ACTIVITY	FROM	TO
Submission and Opening of Bids	10 November 2020 9:00 A.M.	<b>01 December 2020</b> <b>9:00 A.M.</b>

**2. *Responses to queries raised during Pre-Bid Conference:***

PARTICULAR	QUERY	RESPONSE
<b>Delivery Schedule</b>	Prospective Bidder (PB) asked if the delivery schedule of <b>Item No. 2 USB Flash Drive (64Gb)</b> can be changed to 45 Calendar Days	Delivery Schedule is changed to 45 cd upon receipt of approved Notice to Proceed (NTP)
<b>Technical Specifications for Item No. 2 USB Flash Drive (64Gb)</b>		
Item Color	PB clarified if item color is silver or black.	Item Color is changed to Silver
Product Sample	PB asked if a product sample is needed during the Submission and Opening of Bids.	Product Sample is not needed during the Submission and Opening of Bids.
Metal Cover	PB asked if the metal cover is included.	Metal Cover should be included for the protection of the product although it is not present in the model.
<b>Technical Specifications for Item No. 3 Polo Shirt for ITISD Training</b>		
Size of ITISD Logo	PB asked what is the size for the ITISD Logo.	ITISD Logo Size: 4.5 x 1.5 inches

Sizes of Shirt	PB asked the breakdown of sizes per color.	Breakdown of sizes per color:			
		Size	Color		
			Black	Gray	Dark Green
		XS	17	17	16
		S	17	17	16
		M	27	27	26
		L	10	10	10
		XL	10	10	10
		XXL	10	10	10
		XXXL	10	10	10

### 3. Changes to the Bidding Documents:

REQUIREMENT	FROM	TO
Section III. Bid Data Sheet ITB Clause 5.3	For this purpose, contracts similar to the Project shall be: <ol style="list-style-type: none"> <li>General Merchandise</li> <li>Completed within <i>[two years]</i> prior to the deadline for the submission and receipt of bids.</li> </ol>	For this purpose, contracts similar to the Project shall be: <ol style="list-style-type: none"> <li>Various ICT Supplies and/or General Merchandise</li> <li>Completed within <i>[two years]</i> prior to the deadline for the submission and receipt of bids.</li> </ol>
Section III. Bid Data Sheet ITB Clause 14.1	The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts: <ol style="list-style-type: none"> <li>The amount of not less than <i>One Hundred Forty-Seven Thousand Nine Hundred Twenty-Four Philippine Pesos (PhP 147,924.00)</i> or <i>two percent (2%) of the ABC</i>, if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or</li> <li>The amount of not less than <i>Three Hundred Sixty Nine Thousand Eight Hundred Ten Philippine Pesos (PhP 369,810.00)</i> or <i>five percent (5%) of the ABC</i> if bid security is in Surety Bond.</li> </ol>	The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts: <ol style="list-style-type: none"> <li>xxx</li> <li>xxx</li> </ol> <p>To include:</p> <p>For purposes of determining the amount of the bid security in biddings with lots or items, whereby a bidder submits a bid for more than one lot or item, the bid security shall be based upon the sum of the ABC for each of the lots or items for which bids are submitted.</p>
Technical Specifications for Item No. 1 USB Flash Drive OTG (64Gb)		
Program Logo	11. Program Logo	11. Program Logo

	-With National eHealth Program Official Logo (see attached) printed in swivels	-With National eHealth Program Official Logo (see attached) printed in swivels -Refer to the link provided for the soft copy of the images including program logo (bit.ly/ehealthcollaterals)
<b>Technical Specifications for Item No. 2 USB Flash Drive (64Gb)</b>  Item Color  End User Unit's (EUU) camera ready specimen/sample/layout	11. Item Color -Silver, Black  1. Refer to attached sample and photo or illustration in softcopy	11. Item Color -Silver  1. Refer to attached sample and photo or illustration in softcopy. Refer to the link provided for the soft copy of the images including program logo (bit.ly/ehealthcollaterals)
<b>Technical Specifications for Item No. 3 Polo Shirt</b>  Logos and Content	DOH Logo Size: 3x3 in Font: Maiandra GD Font Size: 20	DOH Logo Size: 3x3 in Font: Maiandra GD Font Size: 20  ITISD Logo Size: 4.5x1.5 in Font: Maiandra GD Font Size: 20

4. *Additional instruction in Section VIII. Checklist of Technical and Financial Documents:*

Item Description
<p>Note:</p> <p>1) Please refer to <a href="https://doh.gov.ph/sites/default/files/basic-page/COBAC-Prescribed-Forms.pdf">https://doh.gov.ph/sites/default/files/basic-page/COBAC-Prescribed-Forms.pdf</a> for the following requirements:</p> <ul style="list-style-type: none"> <li>a) Sworn Statement;</li> <li>b) Computation of NFCC;</li> <li>c) Manufacturer's Authorization;</li> <li>d) Secretary's Certificate;</li> <li>e) Special Power of Attorney;</li> <li>f) Statement of Ongoing Contracts; and</li> <li>g) Statement of SLCC.</li> </ul> <p>2) For the following requirements, please refer to <b>GPPB Resolution No. 16-2020:</b></p> <ul style="list-style-type: none"> <li>a) Bid Form;</li> <li>b) Price Schedule;</li> <li>c) Bid Securing Declaration; and</li> <li>d) Omnibus Sworn Statement</li> </ul>

Please see revised Schedule of Requirements, Technical Specifications and Checklist as attached. All other provisions of the bidding documents which are not affected shall remain in force and in effect.

For guidance and information of all concerned.

**Sgd.**  
**LILIBETH C. DAVID, MD, MPH, MPM, CESO I**  
*Undersecretary of Health*  
Chairperson, COBAC-D

## ***Section VI. Schedule of Requirements***

The delivery schedule expressed as calendar days stipulates hereafter a delivery date which is the date of delivery to the project site.

<b>Item Number</b>	<b>Description</b>	<b>Quantity/ Unit</b>	<b>Total ABC (PhP)</b>	<b>Delivery Site</b>	<b>Delivered, Calendar Days</b>
1	USB Flash Drive OTG (64Gb)	520 pieces	1,040,000.00	DOH Warehouse(s)	Forty Five (45) calendar days from receipt of approved Notice to Proceed (NTP).
2	USB Flash Drive (64Gb)	530 pieces	530,000.00		
3	Polo Shirt for ITISD Trainings	300 pieces	105,000.00		Thirty (30) calendar days from receipt of approved Notice to Proceed (NTP).

\_\_\_\_\_  
Signature over Printed Name  
*[date of signing]*

In the capacity of:  
Duly authorized to sign bid for and on behalf of:

*[title or other appropriate designation]*  
*[Name of Company]*  
*[Complete office address]*  
*[Contact No.]*  
*[Fax No.]*  
*[Email Address]*

# Technical Specifications

Republic of the Philippines Department of Health <b>TECHNICAL SPECIFICATIONS</b>			
<b>Item No. 1</b>	<b>USB Flash Drive OTG (64Gb)</b>	<b>Quantity/Unit</b>	520 Pieces
<b>ABC for Item No. 1</b>	<b>1,040,000.00</b>		
<b>PURCHASER'S SPECIFICATION</b>		<b>STATEMENT OF COMPLIANCE</b>	
<b>A. Technical Specifications:</b> <ol style="list-style-type: none"> <li>1. USB 2.0/3.0 Compliant (USB High Speed)</li> <li>2. Metal Head type</li> <li>3. 64Gb Storage Capacity</li> <li>4. OTG</li> <li>5. Windows 7, 8, 10, Mac 6+ and Linux 2.4+ compatible</li> <li>6. Hot swappable; Plug &amp; Play</li> <li>7. LED Flashes for USB detection and data transmission</li> <li>8. Meets FCC standards</li> <li>9. With one (1) year warranty</li> <li>10. Additional features:                         <ul style="list-style-type: none"> <li>-With no loose cap design feature</li> </ul> </li> <li>11. Program Logo                         <ul style="list-style-type: none"> <li>-With National eHealth Program Official Logo (see attached) printed in swivels</li> <li>-Refer to the link provided for the soft copy of the images including program logo (bit.ly/ehealthcollaterals)</li> </ul> </li> </ol>			
<b>B. Upon delivery the following must be complied:</b> <p><b>Packaging Instruction:</b></p> <ol style="list-style-type: none"> <li>1. Primary Packaging: Each piece is individually wrapped in plastic.</li> </ol>			

\_\_\_\_\_  
 Signature over Printed Name  
*[date of signing]*

In the capacity of:  
 Duly authorized to sign bid for and on behalf of:

*[title or other appropriate designation]*  
*[Name of Company]*  
*[Complete office address]*  
*[Contact No.]*  
*[Fax No.]*  
*[Email Address]*

# Technical Specifications

Republic of the Philippines Department of Health <b>TECHNICAL SPECIFICATIONS</b>			
<b>Item No. 2</b>	<b>USB Flash Drive (64Gb)</b>	<b>Quantity/Unit</b>	530 Pieces
<b>ABC for Item No. 2</b>	<b>530,000.00</b>		
<b>PURCHASER'S SPECIFICATION</b>		<b>STATEMENT OF COMPLIANCE</b>	
<b>A. Technical Specifications:</b> <ol style="list-style-type: none"> <li>1. USB 2.0/3.0 Compliant (USB High Speed)</li> <li>2. Metal Head type</li> <li>3. 64Gb Storage Capacity</li> <li>4. Windows 7, 8, 10, Mac 6+ and Linux 2.4+ compatible</li> <li>5. Hot swappable; Plug &amp; Play</li> <li>6. LED Flashes for USB detection and data transmission</li> <li>7. Meets FCC standards</li> <li>8. With one (1) year warranty</li> <li>9. Additional features:                         <ul style="list-style-type: none"> <li>-With no loose cap design feature</li> <li>-With metal cover</li> </ul> </li> <li>10. Program Logo                         <ul style="list-style-type: none"> <li>-With National eHealth Program Official Logo (refer to sample) printed in the metal cover.</li> <li>-Width 1", Length 2"</li> </ul> </li> <li>11. Item Color                         <ul style="list-style-type: none"> <li>-Silver</li> </ul> </li> </ol>			
<b>B. End User Unit's (EUU) camera ready specimen/sample/lay-out</b> <ol style="list-style-type: none"> <li>1. Refer to attached sample and photo or illustration in softcopy. Refer to the link provided for the soft copy of the images including program logo (bit.ly/ehealthcollaterals)</li> </ol>			
<b>C. Upon delivery the following must be complied:</b> <b>Packaging Instruction:</b> <ol style="list-style-type: none"> <li>1. Primary Packaging: Each peace is individually wrapped in plastic.</li> </ol>			

\_\_\_\_\_  
 Signature over Printed Name  
*[date of signing]*

In the capacity of:  
 Duly authorized to sign bid for and on behalf of:

*[title or other appropriate designation]*  
*[Name of Company]*  
*[Complete office address]*  
*[Contact No.]*  
*[Fax No.]*  
*[Email Address]*

# Technical Specifications

Republic of the Philippines Department of Health <b>TECHNICAL SPECIFICATIONS</b>																																						
<b>Item No. 3</b>	<b>Polo Shirt for ITISD Trainings</b>	<b>Quantity/Unit</b>	300 Pieces																																			
<b>ABC for Item No. 3</b>	<b>105,000.00</b>																																					
<b>PURCHASER'S SPECIFICATION</b>		<b>STATEMENT OF COMPLIANCE</b>																																				
<b>A. Technical Specifications:</b> 1. Breakdown of Sizes per Color:  <table border="1"> <tr> <th rowspan="2">Size</th> <th colspan="3">Color</th> </tr> <tr> <th>Black</th> <th>Gray</th> <th>Dark Green</th> </tr> <tr> <td><b>XS</b></td> <td>17</td> <td>17</td> <td>16</td> </tr> <tr> <td><b>S</b></td> <td>17</td> <td>17</td> <td>16</td> </tr> <tr> <td><b>M</b></td> <td>27</td> <td>27</td> <td>26</td> </tr> <tr> <td><b>L</b></td> <td>10</td> <td>10</td> <td>10</td> </tr> <tr> <td><b>XL</b></td> <td>10</td> <td>10</td> <td>10</td> </tr> <tr> <td><b>XXL</b></td> <td>10</td> <td>10</td> <td>10</td> </tr> <tr> <td><b>XXXL</b></td> <td>10</td> <td>10</td> <td>10</td> </tr> </table> 2. Type of Material: -Cotton 3. Logos and Content -DOH Logo Size: 3x3 in Font: Maiandra GD Font Size: 20 -ITISD Logo Size: 4.5x1.5 in Font: Maiandra GD Font Size: 20 4. Process -Embroidered		Size	Color			Black	Gray	Dark Green	<b>XS</b>	17	17	16	<b>S</b>	17	17	16	<b>M</b>	27	27	26	<b>L</b>	10	10	10	<b>XL</b>	10	10	10	<b>XXL</b>	10	10	10	<b>XXXL</b>	10	10	10		
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\_\_\_\_\_  
 Signature over Printed Name  
*[date of signing]*

In the capacity of: *[title or other appropriate designation]*  
 Duly authorized to sign bid for and on behalf of: *[Name of Company]*



[Complete office address]

[Contact No.]

[Fax No.]

[Email Address]



# Checklist of Technical and Financial Documents Arranged numbered and tabbed as it appears below:

## I. TECHNICAL COMPONENT ENVELOPE

### Class “A” Documents

#### Legal Documents

- ☐ (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages);  
**or**
- ☐ (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**
- ☐ (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 (together with corresponding copy of receipt(s) of payments of the said permit);

*In consideration of the limited access to financial institutions, regulatory and other offices, as well as the implementation of government restrictions on transport and travel, Acceptability of the recently expired Mayor’s or Business permits and the Official Receipt as proof that the Bidder has applied and paid for the renewal of the permit ; Provided that, the current and valid Mayor’s or Business Permit as renewed, will be submitted by the bidder with the LCRB after the award of contract but before payment (GPPB Circular 09-2020)*

**and**

- ☐ (d) Tax clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).

#### Technical Documents

- ☐ (e) 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**
- ☐ (f) 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**
- ☐ (g) 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**

- ☐ (h) Conformity with the Technical Specifications and Schedule of Requirements, which may include production/delivery schedule, manpower requirements, and/or after- sales/parts, if applicable; **and**
- ☐ (i) Original duly signed Omnibus Sworn Statement (OSS);  
**and** if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.

Financial Documents

- ☐ (j) The Supplier's audited financial statements, showing, among others, the Supplier's total and current assets and liabilities, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission; **and**
- ☐ (k) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC);

**or**

A committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation.

**Class "B" Documents**

- ☐ (l) 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.

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

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

**II. FINANCIAL COMPONENT ENVELOPE**

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

**III. REQUIRED DOCUMENT(S) in BDS SECTION 21.2**

- ☐ 1. Sworn Statement using the prescribed form.

Please refer to <https://doh.gov.ph/sites/default/files/basic-page/COBAC-Prescribed-Forms.pdf> for the following requirements:

1. Sworn Statement
2. Computation of NFCC
3. Manufacturer's Authorization
4. Secretary's Certificate
5. Special Power of Attorney
6. Statement of Ongoing Contracts
7. Statement of Single Largest Contract

Please refer to GPPB Resolution No. 16-2020 for the following requirements:

1. Bid Form;
2. Price Schedule;
3. Bid Securing Declaration; and
4. Omnibus Sworn Statement