



Republic of the Philippines  
Department of Health

## CENTRAL OFFICE BIDS AND AWARDS COMMITTEE

### INVITATION TO BID FOR THE Procurement of Paracetamol IB No. 2021-079

1. The *Department of Health (DOH)*, through the National Expenditure Program of 2021 intends to apply the sum of One Million Eight Hundred Fifty Four Thousand Two Hundred Fifty Philippine Pesos (PhP1,854,250.00) being the Approved Budget for the Contract (ABC) to payments under the contract for the *Procurement of Paracetamol under IB No. 2021-079*. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The *DOH* now invites bids for the *procurement of the above-captioned project*. Delivery of the Goods is required *within the period specified under SECTION VI. Schedule of Requirements*. Bidders should have completed, *within two (2) years from the date of submission and receipt of bids*, a contract similar to the Project, *equivalent to at least twenty five percent (25%) of the ABC*. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II. Instructions to Bidders.
3. Bidding will be conducted through open competitive bidding procedures using a non-discretionary "pass/fail" criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.
4. Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA 5183.
4. Prospective bidders may obtain further information from the *COBAC Secretariat, G/F, Bldg. 6, Department of Health, San Lazaro Compound* and inspect the Bidding Documents at the address given above during *8:00 AM – 5:00 PM, Monday to Friday*.
5. A complete set of Bidding Documents may be acquired by interested Bidders on *04 December 2020 to 23 December 2020* from the given address and website below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of *Five Thousand Philippine Pesos (PhP5,000.00)*. *The Procuring Entity shall allow the bidder to present its proof of payment for the fees be presented in person*.  
  
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 *DOH* will hold a Pre-Bid Conference on *11 December 2020; 09:00 AM* at the *COBAC Conference Room, Ground Floor, Bldg. 6, Department of Health, Ska. Cruz, Manila*, and/or through video conferencing or webcasting via *Cisco webex*, which shall be open to prospective bidders. Interested bidders may contact the COBAC-A Secretariat at this electronic mail (e-mail) address, [cobaca.secretariat@gmail.com](mailto:cobaca.secretariat@gmail.com) for details.

7. Bids must be duly received by the COBAC–A Secretariat through either (i) manual submission at the office address indicated below, (ii) online or electronic submission as indicated below, or (iii) both on or before **23 December 2020, 9:00 AM**. Late bids shall not be accepted.
8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 14.
9. Bid opening shall be on **23 December 2020, 9:00 AM** at the given address below and or via Cisco webex. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. Electronic submission of bids must be sent via e-mail to [cobaca.secretariat@gmail.com](mailto:cobaca.secretariat@gmail.com) provided that it complies with the following conditions:
  - i. It should be in a clear .PDF/.IMG/.JPG/.TIFF/.GIF/.PNG format, and shall be in two (2) password protected Bidding Documents in compressed archive folders pursuant to GPPB Resolution No. 09-2020 and Section 25.1 of the 2016 IRR of RA 9184;
  - ii. A generated bid receipt page or email acknowledgement indicating the time of submission must be secured and printed as a reference;
  - iii. The documentary requirements are arranged accordingly based on the Eligibility Checklist using the standard file name indicated therein.
  - iv. *For electronic bid submission, the passwords for accessing the Bidding Documents will be disclosed by the Bidders only during the actual bid opening which may be done in person or face-to-face through videoconferencing, webcasting or similar technology. (GPPB Resolution No. 09-2020 and Section 29 of the 2016 IRR of RA 9184)*

Note:

The BAC shall open the bid envelopes using a non-discretionary “pass/fail” criterion. *In case of electronic bid submission, Bidding Documents not in compressed archive folders and are not password protected, shall be rejected. However, bid envelopes that are not properly sealed and marked or not properly compressed and password-protected, as required in the Bidding Documents, shall be accepted, provided that the bidder or its duly authorized representative shall acknowledge such condition of the bid as submitted. The BAC shall assume no responsibility for the misplacement of the contents of the improperly sealed or marked bid, or improperly compressed or password-protected folder, or for its premature opening. (GPPB Resolution No. 09-2020 and Section 25.9 of the 2016 IRR of RA 9184)*

Further, once the GCQ is lifted or the Bidder is determined as the Single/Lowest Calculated and Responsive Bid, whichever comes first, the Bidder shall submit three (3) sets of printed copies of the eligibility documents, certified as such by the bidder or his duly authorized representative.

11. The *DOH* reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.

12. For further information, please refer to:

*COBAC – A Secretariat  
Department of Health  
San Lazaro Compound  
Sta. Cruz, Manila  
Tel. Nos: 8651-7800 local 1624 to 1627; 1650 to 52  
Facsimile No.: 8741-9775; 8740-6830  
Official email address: [cobaca.secretariat@gmail.com](mailto:cobaca.secretariat@gmail.com)*

13. You may visit the website listed below:

For downloading of Bidding Documents: <https://www.doh.gov.ph/procurement>

  
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COBAC – A Chairperson