



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

Name of the Procuring Entity: **Department of Health**
Name of the Project: **Procurement of Electronic Bulletin Board**
SVP No. 2020-039

Name of Company

Address

Please submit your lowest price quotation on the item listed below, stating the shortest time of delivery duly signed by your Representative not later than **15 July 2020; 9:00 A.M. at the Ground Floor, Bldg. No. 6, Department of Health, San Lazaro Compound, Sta. Cruz, Manila:**

Item No.	Particular	Qty.	Unit	Unit Price	Total ABC (PhP)
1	Electronic Bulletin Board	2	Unit	250,000.00	500,000.00

Your quotation is subject to the following General Conditions:

1. **Price validity shall be for a period of Ninety (90) calendar days from the Opening of Bids.**
2. **Delivery period/Contract Duration: Forty Five (45) calendar days** upon receipt of Notice to Proceed (NTP).
3. **DELIVERY SITE:** Building 1, Office of the Secretary, DOH, Rizal Avenue, Sta. Cruz, Manila
4. **Bidders are entitled to one (1) bid only; otherwise, all bids made shall automatically be rejected.**
5. **The prospective bidder shall submit three (3) sets of the original certified as such by the bidder or his duly authorized signatory the following requirements arranged, numbered and tabbed in one envelope as enumerated below:**

- a) Duly accomplished and signed Price Quotation, inclusive of all taxes;
- b) Duly accomplished and signed Technical Specifications;

Note: In case of award, kindly send a soft copy of the technical specification being offered (in "Word" and PDF" format) to this email address:
cobacbsecretariat.doh@gmail.com

- c) Duly signed Schedule of Requirements;

- d) PhilGEPS Registration Number;
- e) Mayor's/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 (2016 Revised IRR of RA 9184) together with the corresponding copy of receipt 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)

- f) Latest Annual Income Tax/Business Tax Return also refers to Value Added Tax (VAT) or Percentage Tax Return covering the previous six (6) months;
- g) Omnibus Sworn Statement (Refer to the attached forms); and
- h) Duly notarized authority of the signatory, whichever is applicable:
 - 1. Secretary's Certificate (i.e. Corporation; Joint Venture Agreement); or
 - 2. Special Power of Attorney (i.e Sole Proprietorship; Partnership); or
 - 3. In case the signatory is the sole proprietor, copy of the DTI Certificate of Registration

*Acceptability of **Unnotarized Omnibus Sworn Statement and Authority of the Signatory** subject to compliance therewith after award of contract but before payment, for procurement activities during a State of Calamity, or implementation of community quarantine or similar restrictions declared or being implemented either in the locality of the PE or of the Bidder. (GPPB Resolution 09-2020)*

NOTE: Bidders may submit their bid proposal on or before **15 July 2020, 9:00 AM.** to the COBAC-B Secretariat through any of the following options:

- 1. In printed copy to be submitted at the *G/F, Bldg. 6, Department of Health, San Lazaro Compound*; or
- 2. In soft copy via e-mail to **cobacbsecretariat.doh@gmail.com** provided that it complies with the following condition:
 - i. It should be in a clear .PDF/.IMG/.JPG/.TIFF/.GIF/.PNG format, and shall be in 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 password 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)*


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 Request for Quotation, 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 Quotation, 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.

- 6. Pursuant to Section 62.1 of the 2016 Revised Implementing Rules and Regulations of Republic Act of 9184 a warranty security shall be required from the contract awarded for a minimum period of One (1) year, in case of Non-Expendable Supplies, after acceptance by the Procuring Entity of the delivered supplies.

The Obligation for the warranty shall be covered by either retention money in an amount equivalent to at least one percent (1%) of every progress payment, or a special bank guarantee equivalent to at least one percent (1%) of the total contract price. The said amounts shall only be released after the lapse of the warranty period or, after the consumption thereof: Provided, however, that the supplies delivered are free from patent and latent defects and all the conditions imposed under the contract have been full met.

Please use the attached Price Quotation, Technical Specifications, Schedule of Requirements, Sworn Statement and Authority of the Signatory Forms.


GERARDO V. BAYUGO, MD, MPH, CESO III
Undersecretary of Health
COBAC-B Chairperson