



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

BID BULLETIN NO. 1
06 December 2023

**PROCUREMENT OF SERVICE PROVIDER FOR HAULING AND DELIVERY
OF VACCINES, VACCINE RELATED COMMODITIES, AND OTHER
PERISHABLE GOODS WITH COLD CHAIN REQUIREMENT**
IB No. 2024-085

This Bid Bulletin is being issued to announce the new schedule of Submission and Opening of Bids, to clarify the issues and concerns raised by prospective bidders during and after the Pre-Bidding Conference held last 30 November 2023, and to amend or modify the bidding documents posted in the PhilGEPS and DOH websites for the above-mentioned project. This Bid Bulletin shall form an integral part of the bidding document. Listed below are the corresponding modifications/ changes:

1. New schedule of the Activity:

Activity	From	To	Venue
Submission and Opening of Bids	13 December 2023; 1:00 PM	14 December 2023; 9:00 AM	COBAC Conference Room., Ground Floor, Bldg. No. 6, Department of Health, San Lazaro Compound, Sta. Cruz, Manila and through video conferencing via Cisco WebEx

2. Response to the issues and concerns raised by the Prospective Bidders (PBs):

Name of the PB	Queries	Response
Roadwise Logistics Corporation	1. Regarding truck sizes for deliveries: Could you please clarify if there are specific required truck sizes for deliveries, or is it irrespective since the requested rate costing is based on per kg/cbm? Additionally, to accurately calculate the total cost for the contract, could you provide the total volume of items to be delivered per province?	Based on the Terms of Reference (TOR) and Financial Proposal, we did not specify the size of the truck to be used because the Service Provider/Prospective Bidder shall only quote/offer for the rates per kilogram per destination for delivery via Air and rate per CBM per destination for delivery via Land and via Sea. The Procuring Entity has no exact volume of commodities for delivery per destination, that is why the ABC of 200M is good for 12 months or until contract amount is utilized whichever comes first.
	As outlined in the Terms of Reference, Section IV	The Service Provider shall have a minimum of 15 trucks that will

Name of the PB	Queries	Response
	<p>Technical Specifications, B. Distribution and Transport Services No. 2: A minimum of 15 units for Luzon and 1 unit for Visayas and Mindanao should be available (not more than 5 years of age).</p>	<p>operate in Luzon and at least 1 truck per Region in Visayas and Mindanao. The age of the truck for Luzon, Visayas and Mindanao shall not be more than 5 years.</p>
	<p>2. Clarification on required documents: Are the following documents required during the bidding submission, or should they be provided as part of the post-qualification requirement after receiving the Notice of Award?</p> <p>a. Certificate of Membership for the International Air Transport Association (IATA)</p> <p>b. Valid Certificate of IATA Training as mandated by IATA</p> <p>c. A choice of either:</p> <p>i. Valid CAB (Civil Aeronautics Board) Certificate</p> <p>ii. Agreement Contract for at least 3 airlines, Cargo/Passenger Ship</p> <p>d. Photocopy of ISO 9001:2015 certificate with QMS on freight forwarding and cold chain transport and distribution</p> <p>e. Training Certificate for HACCP Pharmaceuticals (Hazard Analysis Critical Control Point)</p> <p>f. Testing Certificate for</p>	<p>Yes, these documents shall be submitted during the Opening of Bids. Please refer to the Checklist of valid documents for submission during bidding and for validation by the DOH Technical Working Group (TWG) during site visit at the Bidder's facility as part of the Post Qualification (Attached in the TOR).</p>

Name of the PB	Queries	Response
	Thermal Packaging System or ISTA valid certification	
Nonpareil International Freight & Cargo Services Inc.	1. Request for clarification on the following items: a. Bidder may subcontract portions of the Project b. A Subcontracting is not allowed	Sub-Contracting is not allowed.
	2. Single Largest Completed Contract (SLCC) a. Completed period b. Similar contract	The SLCC shall be completed within three (3) years prior to the submission and receipt of bids. SLCC shall be the similar to the project “Hauling and delivery of vaccines, vaccine related commodities, and other perishable goods with cold chain requirement”
	3. Technical Specification-Preparation and submission of Vaccine arrival report (VAR) Service Provider shall prepare the Vaccine Arrival Report (VAR) and submit to the Procuring entity per transaction. This is to clarify based on existing contract, the VAR is being prepared by RITM and issued to Service Provider to be fill-up by the receiving party and directly submitted back to RITM by receiver.	The Procuring entity shall remove the provision in the TOR the item 3.3 “ <i>Service Provider shall prepare the Vaccine Arrival Report (VAR) ad submit to Procuring Entity per transaction.</i> ”
	4. For insurance coverage, bidders are required to submit insurance policy in which DOH is the beneficiary. How much is the required insured amount in peso indicated in the insurance policy?	Marine Insurance covers the transport assets of the Service Provider, items of the Procuring Entity shall be insured per shipment as stated in the financial proposal.
	5. Relative to Financial Template Footnotes, offered rates shall not be lower than the existing rates of the airlines and vessel. a. Is it also applicable for	This condition is applied only via sea and air, it is not applicable to Luzon and NCR. For an offered rate lower than the existing rates for vessel and

Name of the PB	Queries	Response
	<p>Luzon and NCR pertaining to industry standard trucking rates?</p> <p>b. In case offered rates by the bidder is lower than the existing trucking rate, airline rate or vessel/sea rate, will this be a ground for disqualification?</p> <p>c. What shall be the basis of the disqualification pertaining to the offered rate which is lower than air and sea?</p>	<p>airlines, yes, this is a ground for disqualification.</p> <p>The basis is the rate of the vessel and airlines, if the bidder offers lower than the existing rate, the bidder shall absorb the variance/difference. What will be the profit of the bidder? Given this scenario, the performance of the Bidder might be affected or even worse, request for termination of contract. This will be disadvantageous to the Procuring Entity if the service will be terminated.</p>

3. Section II. Instructions to Bidders

Particular	From	To
10. Documents comprising the Bid: Eligibility and Technical Components	10.2. The Bidder's SLCC as indicated in ITB Clause 5.3 should have been completed within two (2) years prior to the deadline for the submission and receipt of bids.	10.2. The Bidder's SLCC as indicated in ITB Clause 5.3 should have been completed within three (3) years prior to the deadline for the submission and receipt of bids.

4. Section III. Bid Data Sheet

Particular	From	To
ITB Clause 5.3	<p>For this purpose, contracts similar to the Project shall be:</p> <p>a. Hauling and delivery of vaccines</p> <p style="text-align: center;">xxx</p>	<p>For this purpose, contracts similar to the Project shall be:</p> <p>a. Hauling and delivery of vaccines, vaccine related commodities and other perishable goods with cold chain requirement</p> <p style="text-align: center;">xxx</p>

5. Section VI. Schedule of Requirements

Particular	From	To
Contract Duration	The Contract of services shall commence immediately upon receipt of approved Notice To Proceed until December 31, 2024 or until the contract amount is	The Contract of services shall commence immediately upon receipt of approved Notice To Proceed for a period of twelve (12) months or until the contract amount

	consumed whichever comes first.	is consumed whichever comes first.
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6. Terms of Reference

Refer to the attached Terms of Reference

7. Section VII. Technical Specifications

Particular	From	To
D. Tracking, Reports and Reporting Schedule	3. SERVICE PROVIDER shall prepare the Vaccine Arrival Report (VAR) and submit to the Procuring Entity per transaction.	Deleted

Attached are the revised Schedule of Requirements, Terms of Reference, and Technical Specifications, for your reference.

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.

MARIA ROSARIO S. VERGEIRE, MD, MPH, CESO II
 Undersecretary of Health
 COBAC-G Chairperson

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.

Lot No.	Description	Quantity	Total ABC (PhP)	Contract Duration
1	Service Provider for Hauling and Delivery of Vaccines, Vaccine Related Commodities, and Other Perishable Goods with Cold Chain Requirement	1 lot	200,000,000.00	The Contract of services shall commence immediately upon receipt of approved Notice To Proceed for a period of twelve (12) months or until the contract amount is consumed whichever comes first.

***Please include the attached Terms of Reference with signature of the authorized representative as part of the submission of the bid proposal.**

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]

TERMS OF REFERENCE

I. RATIONALE:

The DOH spearheads the mission to establish a sustainable nationwide immunization program, DOH is the principal responsible agency for ensuring that vaccines, vaccines related commodities and other perishable goods with cold chain requirement procured are deployed to the target population in a timely manner in accordance with the National Vaccination Program.

One of the main tasks of the Department of Health is to ensure that the cold storage for Vaccines, Vaccines related commodities and other Perishable goods with cold chain requirements is available to the entire country in a timely manner, and closely observing cold-chain requirements, particularly in accordance with the prioritization of recipient sectors.

The special nature of this procurement is due to the particular requirements and constraints around temperature maintenance for transport and storage, and administration of the vaccines throughout the country. With this, supply chain readiness at all the management levels shall be in place to efficiently deploy vaccines, vaccine related commodities and other perishable goods with cold chain requirement to the target population.

II. OBJECTIVE:

To engage qualified SERVICE PROVIDERS who can render hauling and delivery of Vaccines, vaccines related commodities and other perishable goods with cold chain requirement from the point of delivery into the country by Supplier/Manufacturers to the designated recipients, CHDs, vaccination hubs, centers, and other facilities in accordance with the National Vaccination Program and across all regions in the country and in accordance with the priority sectors.

III. SCHEDULE OF REQUIREMENTS:

1. Geographical Coverage

The SERVICE PROVIDER shall ensure efficient delivery of Vaccines, vaccine related commodities and other perishable goods with cold chain requirement that have been procured, donated and/or pre-packed as the case may be to the designated health facilities **nationwide** such as hospitals, health centers/rural health units, designated vaccination sites, DOH regional offices, provincials, cities and municipalities and other sites identified and approved by the Procuring Entity.

2. Goods for Delivery

1. Vaccines
2. Vaccines related commodities
3. Perishable goods with cold chain requirement
4. Transport equipment used in the transport of commodities that requires special handling (i.e. Transport Packaging System, transport box) from DOH, CHDs, Hospitals, DOH authorized testing centers/reference laboratories and vice versa

3. General Guidelines

1. The SERVICE PROVIDER shall follow the Department of Health Administrative Order No. 2013 – 0027 “Adoption and Implementation of the World Health Organization(WHO) Annex 5: Guide to Good Distribution Practices (GDP) for Pharmaceutical Products, and Annex 9 Guide to Good Storage Practices for Pharmaceuticals.
2. The SERVICE PROVIDER shall adopt and implement the WHO Technical Report Series No. 961, 2011, Annex 9, Providing the Model Guidance for the Storage and Transport of Time and Temperature-sensitive Pharmaceutical Products and WHO Technical Report Series No. 992, 2015, Annex 5 Technical Supplements to Model Guidance for the Storage and Transport of Time- and Temperature-sensitive Pharmaceutical Products and Annex 9 Model Guidance for the Storage and Transport of Time- and Temperature-sensitive Pharmaceutical Products

IV. TECHNICAL SPECIFICATION

A. Preparation and Packaging

1. The SERVICE PROVIDER shall provide Ready-To-Use Passive Thermal Packaging Systems (with preconditioned and staged refrigerants; and assembled with data loggers installed) that will be used in transporting vaccines and diluents.
2. The SERVICE PROVIDER shall observe proper cold chain procedures under the supervision of the Supply Chain Management Service/Research Institute for Tropical Medicine (RITM) warehouse personnel.
3. The SERVICE PROVIDER shall provide adequate manpower during pick-up and loading of packaged goods at the warehouses/cold storages of the PROCURING ENTITY and unloading, unpacking and storage of goods at the regional/provincial/city health offices/identified destinations

B. Distribution & Transport Services

1. The SERVICE PROVIDER shall only use environmentally-safe refrigerants in the refrigerated vehicles in compliance with the DENR Administrative Order No. 2013-05 Revised Regulations on the Chemical Control Order (CCO) for Ozone Depleting Substances, other DENR guidelines and standards, and the Montreal Protocol.
2. The SERVICE PROVIDER shall use energy-efficient reefer van or refrigerated vehicles with the temperature appropriate for the brand/type of vaccines and other perishable goods with cold chain requirement being transported. Minimum Fifteen (15) units should be available for delivery within Luzon, (not more than 5 years of age) and at least one (1) per Region for Visayas and Mindanao Regions (not more than 5 years of age).
3. The SERVICE PROVIDER shall provide power generators/s or other contingencies in case of power outages in the vehicles to maintain appropriate storage temperature.
4. The SERVICE PROVIDER shall develop a contingency plan considering all risks in the supply chain management of vehicles, including environmental, security and risks of natural disasters.

5. The SERVICE PROVIDER shall ensure that the temperature requirements of the vaccines, vaccines related commodities and other perishable goods with temperature requirement are complied with when transporting from designated warehouse to the specified delivery location.
6. The SERVICE PROVIDER shall provide labels, signage's, warning on the outer packaging of its thermal packaging system.
7. The SERVICE PROVIDER shall inform the Procuring Entity of the trucking list, and the departure time (departure time means the shipment are already loaded to the cargo by air or by land) of the shipment of vaccines, likewise in coordination with their REGIONAL REPRESENTATIVE which shall inform the RECIPIENT of the expected arrival time (ETA) of the shipment to the RECIPIENT facility. **Costs of deliveries without proper coordination, and confirmation with the PROCURING ENTITY, and the REGIONAL REPRESENTATIVE may not be charged to the Procuring Entity.** Costs shall be charged to the SERVICE PROVIDER.
8. The SERVICE PROVIDER must provide the following manpower PER TRIP with appropriate training on health commodity transportation and cold chain management to facilitate deliveries:
 - Driver
 - Checker
 - Unloaders
9. The SERVICE PROVIDER shall use the shortest, and fastest route directly to the RECIPIENT in transporting vaccines. The LGUs may be grouped per district for deliveries. However, the SERVICE PROVIDER, in consultation with the PROCURING ENTITY, must also consider other factors for optimal delivery time i.e., all deliveries will be within the office hours These shall include the a) proximity of LGUs to each other; b) estimated travel time between the LGUs per district considering the usual traffic conditions in the localities, and c) time needed for each receiving LGU to check the vaccine deliveries. Final groupings of LGUs for delivery must be approved by the PROCURING ENTITY.
10. The Delivery Lead Time for VACCINES; items must be RECEIVED by the recipient health facility or vice versa within **24 hours** from the time of warehouse dispatch. This lead time is applicable to areas in the National Capital Region (NCR). For the rest of Luzon areas, and Visayas, and Mindanao, items must be RECEIVED by the recipient health facility or vice versa within 72 hours from the time of warehouse dispatch. Cold chain must be maintained all throughout the distribution line.
11. The SERVICE PROVIDER is allowed to pick-up and/or deliver the vaccines and other perishable goods with cold chain requirement from DOH warehouse to another DOH warehouse. Furthermore, the SERVICE PROVIDER is allowed to pick-up and/or deliver the vaccines from LGU warehouse and Private Entity warehouse to DOH warehouse.
12. For other vaccines related commodities and other perishable goods with temperature requirement must be received within office hours (8:00 A.M.-5:00 P.M.)
13. The SERVICE PROVIDER must also have geographical familiarity with its Cluster. The SERVICE PROVIDER shall have up to date GPS in each vehicle. The GPS system on board shall be used to map routes for delivery areas to ensure efficient delivery of commodities, and real-time tracking of the deliveries.

14. The SERVICE PROVIDER be responsible for any losses or damages while the goods are in their possessions, safekeeping, in control/or in-transit until the vaccines have been received and confirmed by the recipient after inspection (COMPLETE IN QUANTITY and in GOOD CONDITION).
15. The SERVICE PROVIDER shall ensure that the temperature requirement will be maintained even in times of calamities, disaster, typhoon or any other calamities.
16. The SERVICE PROVIDER must have risk coverage with insurance policy in effect with the Procuring Entity as the beneficiary indicating amount of coverage; It shall present insurance policy issued by a reputable insurance company with the following coverage:
 - a. Damages and/or losses due to acts of nature
 - b. Shall have an Open Marine Insurance Policy.
 - c. Shall include **insurance coverage for the receipt and handling** of goods for delivery to destination(s) specified by the Procuring Entity or any of its Representatives and vice versa within the Philippines by land or by sea or by air, as appropriate.
17. In case of rejected commodities by recipients during delivery, the SERVICE PROVIDER shall return the rejected commodities to the Procuring Entity designated warehouses and/or the warehouse hubs of the SERVICE PROVIDER. The SERVICE PROVIDER will coordinate immediately with the Procuring Entity for additional instruction. Rejected commodities shall be recorded as 'Returns' subject to evaluation.

C. Services upon receipt at destination

1. The SERVICE PROVIDER shall assist in unpacking, checking, counting and put-away to the assigned storage of the recipient.
2. The SERVICE PROVIDER shall ensure that each recipient shall inspect the contents of the package based on the PTR prior to signing it. Thus, the SERVICE PROVIDER shall **give the recipient ample time** to inspect and verify the commodities being delivered. A completed delivery should have the following elements:
 - a. Delivered to the correct recipient to be provided by DOH
 - b. Delivered within the specified lead time;
 - c. Contents are in accordance with the specifications in the PTR (e.g. name of vaccine, quantity, expiry date and batch number);
 - d. No physical damages in the contents; and
 - e. PTR properly signed by the authorized recipient and with remarks as necessary.
3. The SERVICE PROVIDER shall ensure that cold chain management protocols (see WHO protocols specified above) are strictly observed.
4. In the event that the recipient does not have the capacity or facility to store the vaccines at the prescribed temperature ranges; temperature-controlled transportation containers must be left behind for lease to preserve the integrity of the vaccines for a maximum of 7 days; Reactivation by replenishing refrigerants should be part of the service and should be managed by the SERVICE PROVIDER.

D. Tracking, Reports and Reporting Schedule

1. The SERVICE PROVIDER must have a 24/7 web-enabled and browser/web-based (not limited to just email) tracking and reporting system: The system should be able provide the Procuring Entity 24/7 access to data on delivery routes, delivery schedule, actual dispatch synchronized with transportation regular delivery route frequency. The system that can capture the following:
 - Real time tracking of every shipment,
 - Last location report in case of no signal coverage,
 - Captures recipient signature of every delivery,
 - Integrated with the dispatch report system,
 - In-transit inventory
2. The SERVICE PROVIDER shall provide the Procuring Entity with an Application Program Interface (API) for monitoring of real-time status of logistics for integration/interoperability with DOH's System.
3. The SERVICE PROVIDER shall receive and stamp four (4) copies of PTR and BL from the Procuring Entity's designated owned/rented Warehouse(s).
 - One (1) copy of signed PTR and BL will be retained to SCMS for filing.
 - After the delivery has been successfully completed, one (1) original copy of signed PTR & BL will be retained by recipient facilities as a basis to record the delivery to their book of accounts.
 - The remaining two (2) copies of the signed PTR, and BL will be returned to SCMS for:
 - One (1) original copy as attachment for payment of hauling services
 - One (1) original copy for Report of Issuance of goods delivered.
4. All accomplished copies of the PTR, BL and VAR with appropriate acknowledgement/markings shall be submitted to SCMS within seven (7) working days with the following information
 1. PTR & BL
 2. Name of goods, quantity and volume
 3. Unit and total price
 4. Date and time of departure from RITM Central Storage
 5. Expected time of arrival at destination point (ETA)
 6. Actual time of arrival at destination point (ATA)
 7. Name and designation of person receiving the goods
 8. Status of goods in transit, indicating compliance with delivery schedules and storage conditions (*i.e. in the case of DOHRO IX-Western Mindanao as drop center to BARMM provinces*)
 9. To provide electronic profile /performance summary report of all shipment transaction of the week to the PROCURING ENTITY.
5. The PROCURING ENTITY reserves the right to request additional reports based on newly developed templates during contract implementation once it sees fit or deems it necessary.

V. PENALTIES

1. For failure to submit a comprehensive contingency plan one month after signing of contract, the SERVICE PROVIDER would be charged PhP10,000.00
2. For commodities lost or damaged, the SERVICE PROVIDER would be charged with the actual acquisition cost plus 20% of the value of the commodities damaged. Legal action may also be pursued by the procuring entity, if applicable.
3. For failure to regularly calibrate the temperature monitoring devices, the SERVICE PROVIDER would be charged PhP100,000.00
4. For picking and packing delays, the SERVICE PROVIDER shall be charged with penalties equivalent to PhP50,000 for every delayed vaccine processing. The time for picking and packing shall be based on the results of the time-and-motion study. The Procuring Entity will provide at least three written reminders to the Service Provider regarding delayed vaccine processing, after which, the Procuring Entity shall impose the set penalties.
5. For delivery delays, the SERVICE PROVIDER shall be charged with penalties for delivery delays except for force majeure. The penalty shall be equivalent to 2% of the contracted delivery cost for a day of delay, 4% for delays of 2 to 3 days, 6% for delays of 4 days, and 10% for delays of more than 5 days.
6. Delays more than 50% of total quarterly transactions and/or delays of more than 30 days for any single transaction of more than 10% of total quarterly transactions shall be a ground for termination or other possible legal action, except for force majeure.
7. Frequent and habitual delays of more than 20% in deliveries shall also be ground for termination of contract and other possible legal action from the Procuring Entity.
8. If the goods have not been dispatched within 5 days, DOH will have the option to use the other SERVICE PROVIDERS.
9. All penalties shall be offset from the next, immediate pending payment to be paid to the SERVICE PROVIDER.
10. In case of contract termination, the SERVICE PROVIDER shall allow the incoming SERVICE PROVIDER to pick-up all DOH commodities and transfer to its warehouse together with all requested documents such as Inventories, Stock Cards and Bin Cards before, during and/or after the actual transfer.

VI. CONTRACT IMPLEMENTATION, REVIEW AND PENALTIES

The SERVICE PROVIDER is to achieve the following:

1. Key Performance Indicators (KPIs):

Description	Numerator	Denominator	Required percentage compliance
Hauling and Distribution			
Percentage of compliance with the required lead time (per area) and distribution plan (on-time, on-full delivery) Required lead time per area: Luzon: within 24 hrs Visayas-Mindanao: within 72 hrs	Total number of shipment delivered to recipients on time and according to the distribution plan provided by DOH	Total number of deliveries within the review time period	100% compliance is needed
Percentage of compliance with the agreed timeline (7 days) on submission of complete documentation (PTR/BL/VAR) of deliveries	Total number of documents submitted on time	Total number of documentations within the review time period	100% compliance is needed
Percentage of deliveries in compliance with cold chain requirement (temperature data log) during transportation until delivery to the final recipient.	Total number of deliveries in compliance with cold chain temp requirements	Total number of deliveries within the review time period	100% compliance is needed

2. Service Performance Monitoring and Evaluation:

- SERVICE PROVIDER shall be evaluated **every quarter** based on the Compliance as well as the overall performance using the set KPIs. For the quarterly monitoring, DOH shall use a monitoring and evaluation tool to assess a) Hauling and Distribution, b) Manpower, c) Risk Management Policies, and d) Documentation, Information Systems and Reporting.
- The DOH shall issue Request for Action (RFA) on whatever findings not in conformance with the Terms of Reference (TOR) under the contract for corrective measures and shall be noted/included in the Evaluation tool. Any recurring same deficiencies made by the SERVICE PROVIDER for 3 times shall be subject to termination of the contract and/or subsequent legal action, if applicable.

VII. CONTRACT PRE-TERMINATION AND EXTENSION:

1. In case of pre-termination of this contract with the SERVICE PROVIDER due to its failure to meet the required KPIs, TOR and/or other breaches of contract, the DOH reserves the right to engage the services of the next winning SERVICE PROVIDER or conduct bidding. The General Conditions of Contract and Specific Conditions of Contract of the bidding and relevant provisions of RA 9184 such as the Guidelines on the Termination of Contracts, and government accounting and auditing rules and regulations such as shall be adhered to. In case of pre-terminated contract, the rates submitted by the latter during the bidding shall be applied.
2. DOH shall opt to pre-terminate with no option for renewal the contract of the SERVICE PROVIDER in case the SERVICE PROVIDER fails to meet the required KPIs and/or other breaches of contract. DOH reserves the right to engage the services of the next lowest responsive bidder resulting from the decision.
3. The Contract of services shall commence immediately upon receipt of approved Notice to Proceed **for a period of twelve (12) months** or until the contract amount is consumed whichever comes first.

VIII. TERMS OF PAYMENT:

1. The above ABC is merely an estimate for budget purposes only and does not entitle the winning bidder to claim one time the entire amount it proposed during the bidding. Payment to the winning bidder shall be based on the per **actual/completed transaction**.
2. No advance payment is allowed under this procurement.
3. The basis of the determination of the Lowest Bid is the Total Rate. The lowest calculated responsive bidder shall be based on the Total Amount of the financial Proposal and shall NOT be based on per region bid amount.
4. Bid price shall include all appropriate government taxes.
5. For Hauling and Distribution Services the bid cost shall also include cost of Freight, Handling, Use of Transport Box, tracking and information system, equipment use, manpower delivery from airport and/or land terminal to final destination
6. Hauling Cost should not include insurance. Insurance to be computed for Luzon Area at 0.5%, while 1% for Visayas & Mindanao area of the value of goods per delivery inclusive of all government taxes.
7. Computation of hauling cost shall be based on the actual weight in kilograms/CBM at applicable rates. (For air freight, if rate for actual kilogram is not applicable, airline rates per kilograms or volume in cubic meters will be used whichever is higher).
8. All open spaces in the templates shall be filled in with the rate cost; incomplete filling shall be ground for disqualification.

IX. REQUIREMENTS FOR BIDDING

1. Financial Proposal – Attached is the template to be filled up by the bidder.

Additional documents for submission during bidding and for validation by the DOH Technical Working Group (TWG) during site visit at the Bidder's facility as part of the Post Qualification.

- a. Company Profile
 - b. Printed publication of client profile since 5 years ago to current with contact details.
 - c. List of retained clients for the past five years
 - d. Certificate of membership for an International Air Transport Association (IATA)
 - e. Valid Certificate of IATA Training as required by IATA
 - f. Calibration Certificate for Thermogun.
2. The SERVICE PROVIDER shall have representatives in all regions (name of representatives with its complete details such as address of office, telephone numbers, email address, etc.) for easy coordination during shipment of products/goods.
 3. The SERVICE PROVIDER shall record and monitor temperature conditions from packing out to delivery through the use of electronic data loggers; and reports should be submitted automatically via email upon receipt at the destination through the use of recipients' computers.
 4. The SERVICE PROVIDER must provide At least 10 **units** of INFRARED THERMOMETER GUN or similar device for temperature checking on product and environment during pack-out.
 5. The SERVICE PROVIDER must have a valid ISO 9001:2015 Certificate with QMS on Freight forwarding, warehousing and cold chain, transport and distribution. The said ISO Certification must be maintained by the SERVICE PROVIDER during the entire duration of the Contract
 6. The SERVICE PROVIDER must be an International Air Transport Association (IATA) member and must comply with the "Guidance for Vaccine and Pharmaceutical Logistic and Distribution" edition 2 dated December 16, 2020. The SERVICE PROVIDER shall have valid Certificate of Training by IATA Goods Regulations in compliance to transport and shipping which includes temperature sensitive commodities relative to WHO Guide to Good Distribution Practices (GDP)
 7. The SERVICE PROVIDER must have a Training Certificate for Good Distribution Practices (GDP) for Pharmaceutical Products
 8. The SERVICE PROVIDER must have a Training Certificate for HACCP Pharmaceuticals (Hazard Analysis Critical Control Point)
 9. The SERVICE PROVIDER must have a Testing Certificate for Thermal Packaging System conducted by an ISO/IEC 17205:2017 Accredited Testing Laboratory or ISTA Validation Certificate
 10. The SERVICE PROVIDER must have a valid CAB (*Civil Aeronautics Board*) Certification, Agreement/Contract for at least three (3) Airlines, Cargo/Passenger Ship.
 11. The SERVICE PROVIDER must have an on hand inventory of 750 units of ISTA (International Safety Transport Association) validated temperature-controlled transportation containers with the composition and characteristics stated below.
 - a. Insulation must be made of a minimum of 1-inch VIP (Vacuum Insulated Panels) – covered with plastic films

- b. The Refrigerant/PCM (Phase Change Material) must be contained in a machine sealed HDPE (High-density polyethylene) plastic; and equipped with a “freeze safe” indicator device in each panel
 - c. Allowable size and weight, at least forty two (42) liters loading capacity in volume – at least twenty one (21) kilograms in tare weight (1/2 of loading capacity).
 - d. Insulation and refrigerant panels must cover all sides of the payload area.
12. The SERVICE PROVIDER must have a reprocessing, refurbishing and preconditioning center equipped with a walk in cold room of at least 50 sqm floor capacity with following combined temperature configuration:
 - a. +2°C to 8°C
 - b. -15 °C to 25°C
 - c. -40°C
 13. The SERVICE PROVIDER shall have an Electronic Temperature Data loggers for every thermal box that will be used in shipping vaccines with the following features:
 - a. Sensor range: -30C to +50C; -100C to +50C (-80C shipments)
 - b. Accuracy: 0.1°C across range
 - c. Sampling rate: minimum 32,000 samples
 - d. LED Temperature display with alarm function
 - e. PC Interface via USB
 - f. Automatic PDF generation and E-mail sending upon plug in to PC w/ internet connection
 14. The SERVICE PROVIDER SERVICE PROVIDER must have a certificate of good historical and current performance from a client; if the bidder had previously contracted with the Department of Health of the Philippines or has an existing contract; the certificate must come from the Department of Health of the Philippines.
 15. The SERVICE PROVIDER shall provide technical specifications of the refrigerants used and energy-efficiency of the warehousing facility, cold storages and refrigerated vehicles.
 16. The SERVICE PROVIDER shall submit an indicative Contingency Plan considering all the risks in the supply chain management of vaccines and other perishable goods with cold chain requirement which include but are not limited to environmental, security and risks of natural disasters.
 17. Offered rates shall not be lower than the existing rates of airlines and vessels **during the Opening of Bids.**

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.]

[E-mail Address]

Technical Specifications

Republic of the Philippines
Department of Health

TECHNICAL SPECIFICATIONS

Lot No. 1	Service Provider for Hauling and Delivery of Vaccines, Vaccine Related Commodities, and Other Perishable Goods with Cold Chain Requirement	Qty. / Unit	1 lot
Total ABC: PhP200,000,000.00			
PURCHASER'S SPECIFICATION		STATEMENT OF COMPLIANCE	
<p>A. Preparation and Packaging</p> <ol style="list-style-type: none"> 1. The SERVICE PROVIDER shall provide Ready-To-Use Passive Thermal Packaging Systems (with preconditioned and staged refrigerants; and assembled with data loggers installed) that will be used in transporting vaccines and diluents. 2. The SERVICE PROVIDER shall observe proper cold chain procedures under the supervision of the Supply Chain Management Service/Research Institute for Tropical Medicine (RITM) warehouse personnel. 3. The SERVICE PROVIDER shall provide adequate manpower during pick-up and loading of packaged goods at the warehouses/cold storages of the PROCURING ENTITY and unloading, unpacking and storage of goods at the regional/provincial/city health offices/identified destinations <p>B. Distribution & Transport Services</p> <ol style="list-style-type: none"> 1. The SERVICE PROVIDER shall only use environmentally-safe refrigerants in the refrigerated vehicles in compliance with the DENR Administrative Order No. 2013-05 Revised Regulations on the Chemical Control Order (CCO) for Ozone Depleting Substances, other DENR guidelines and standards, and the Montreal Protocol. 2. The SERVICE PROVIDER shall use 			

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<p>energy-efficient reefer van or refrigerated vehicles with the temperature appropriate for the brand/type of vaccines and other perishable goods with cold chain requirement being transported. Minimum Fifteen (15) units should be available for delivery within Luzon, (not more than 5 years of age) and at least one (1) per Region for Visayas and Mindanao Regions (not more than 5 years of age).</p> <ol style="list-style-type: none"> 3. The SERVICE PROVIDER shall provide power generators/s or other contingencies in case of power outages in the vehicles to maintain appropriate storage temperature. 4. The SERVICE PROVIDER shall develop a contingency plan considering all risks in the supply chain management of vehicles, including environmental, security and risks of natural disasters. 5. The SERVICE PROVIDER shall ensure that the temperature requirements of the vaccines, vaccines related commodities and other perishable goods with temperature requirement are complied with when transporting from designated warehouse to the specified delivery location. 6. The SERVICE PROVIDER shall provide labels, signage's, warning on the outer packaging of its thermal packaging system. 7. The SERVICE PROVIDER shall inform the Procuring Entity of the trucking list, and the departure time (departure time means the shipment are already loaded to the cargo by air or by land) of the shipment of vaccines, 			

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<p>likewise in coordination with their REGIONAL REPRESENTATIVE which shall inform the RECIPIENT of the expected arrival time (ETA) of the shipment to the RECIPIENT facility. Costs of deliveries without proper coordination, and confirmation with the PROCURING ENTITY, and the REGIONAL REPRESENTATIVE may not be charged to the Procuring Entity. Costs shall be charged to the SERVICE PROVIDER.</p> <p>8. The SERVICE PROVIDER must provide the following manpower PER TRIP with appropriate training on health commodity transportation and cold chain management to facilitate deliveries:</p> <ul style="list-style-type: none"> • Driver • Checker • Unloaders <p>9. The SERVICE PROVIDER shall use the shortest, and fastest route directly to the RECIPIENT in transporting vaccines. The LGUs may be grouped per district for deliveries. However, the SERVICE PROVIDER, in consultation with the PROCURING ENTITY, must also consider other factors for optimal delivery time i.e., all deliveries will be within the office hours These shall include the a) proximity of LGUs to each other; b) estimated travel time between the LGUs per district considering the usual traffic conditions in the localities, and c) time needed for each receiving LGU to check the vaccine deliveries. Final groupings of LGUs for delivery must be approved by the PROCURING ENTITY.</p>			

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<p>10. The Delivery Lead Time for VACCINES; items must be RECEIVED by the recipient health facility or vice versa within 24 hours from the time of warehouse dispatch. This lead time is applicable to areas in the National Capital Region (NCR). For the rest of Luzon areas, and Visayas, and Mindanao, items must be RECEIVED by the recipient health facility or vice versa within 72 hours from the time of warehouse dispatch. Cold chain must be maintained all throughout the distribution line.</p> <p>11. The SERVICE PROVIDER is allowed to pick-up and/or deliver the vaccines and other perishable goods with cold chain requirement from DOH warehouse to another DOH warehouse. Furthermore, the SERVICE PROVIDER is allowed to pick-up and/or deliver the vaccines from LGU warehouse and Private Entity warehouse to DOH warehouse.</p> <p>12. For other vaccines related commodities and other perishable goods with temperature requirement must be received within office hours (8:00 A.M.-5:00 P.M.)</p> <p>13. The SERVICE PROVIDER must also have geographical familiarity with its Cluster. The SERVICE PROVIDER shall have up to date GPS in each vehicle. The GPS system on board shall be used to map routes for delivery areas to ensure efficient delivery of commodities, and real-time tracking of the deliveries.</p> <p>14. The SERVICE PROVIDER be responsible</p>			

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<p>for any losses or damages while the goods are in their possessions, safekeeping, in control/or in-transit until the vaccines have been received and confirmed by the recipient after inspection (COMPLETE IN QUANTITY and in GOOD CONDITION).</p> <p>15. The SERVICE PROVIDER shall ensure that the temperature requirement will be maintained even in times of calamities, disaster, typhoon or any other calamities.</p> <p>16. The SERVICE PROVIDER must have risk coverage with insurance policy in effect with the Procuring Entity as the beneficiary indicating amount of coverage; It shall present insurance policy issued by a reputable insurance company with the following coverage:</p> <ul style="list-style-type: none"> a. Damages and/or losses due to acts of nature b. Shall have an Open Marine Insurance Policy. c. Shall include <u>insurance coverage for the receipt and handling</u> of goods for delivery to destination(s) specified by the Procuring Entity or any of its Representatives and vice versa within the Philippines by land or by sea or by air, as appropriate. <p>17. In case of rejected commodities by recipients during delivery, the SERVICE PROVIDER shall return the rejected commodities to the Procuring Entity designated warehouses and/or the warehouse hubs of the SERVICE PROVIDER. The SERVICE PROVIDER</p>			

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<p>will coordinate immediately with the Procuring Entity for additional instruction. Rejected commodities shall be recorded as 'Returns' subject to evaluation.</p> <p>C. Services upon receipt at destination</p> <ol style="list-style-type: none"> 1. The SERVICE PROVIDER shall assist in unpacking, checking, counting and put-away to the assigned storage of the recipient. 2. The SERVICE PROVIDER shall ensure that each recipient shall inspect the contents of the package based on the PTR prior to signing it. Thus, the SERVICE PROVIDER shall <u>give the recipient ample time</u> to inspect and verify the commodities being delivered. A completed delivery should have the following elements: <ol style="list-style-type: none"> a. Delivered to the correct recipient to be provided by DOH b. Delivered within the specified lead time; c. Contents are in accordance with the specifications in the PTR (e.g. name of vaccine, quantity, expiry date and batch number); d. No physical damages in the contents; and e. PTR properly signed by the authorized recipient and with remarks as necessary. 3. The SERVICE PROVIDER shall ensure that cold chain management protocols (see WHO protocols specified above) are strictly observed. 4. In the event that the recipient does not have 			

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<p>the capacity or facility to store the vaccines at the prescribed temperature ranges; temperature-controlled transportation containers must be left behind for lease to preserve the integrity of the vaccines for a maximum of 7 days; Reactivation by replenishing refrigerants should be part of the service and should be managed by the SERVICE PROVIDER.</p> <p>D. Tracking, Reports and Reporting Schedule</p> <p>1. The SERVICE PROVIDER must have a 24/7 <u>web-enabled and browser/web-based (not limited to just email)</u> tracking and reporting system: The system should be able provide the Procuring Entity 24/7 access to data on delivery routes, delivery schedule, actual dispatch synchronized with transportation regular delivery route frequency. The system that can capture the following:</p> <ul style="list-style-type: none"> • Real time tracking of every shipment, • Last location report in case of no signal coverage, • Captures recipient signature of every delivery, • Integrated with the dispatch report system, • In-transit inventory <p>2. The SERVICE PROVIDER shall provide the Procuring Entity with an Application Program Interface (API) for monitoring of real-time status of logistics for integration/interoperability with DOH's System.</p>			

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<p>3. The SERVICE PROVIDER shall receive and stamp four (4) copies of PTR and BL from the Procuring Entity's designated owned/rented Warehouse(s).</p> <ul style="list-style-type: none"> • One (1) copy of signed PTR and BL will be retained to SCMS for filing. • After the delivery has been successfully completed, one (1) original copy of signed PTR & BL will be retained by recipient facilities as a basis to record the delivery to their book of accounts. • The remaining two (2) copies of the signed PTR, and BL will be returned to SCMS for: <ul style="list-style-type: none"> • One (1) original copy as attachment for payment of hauling services • One (1) original copy for Report of Issuance of goods delivered. <p>4. All accomplished copies of the PTR, BL and VAR with appropriate acknowledgement/markings shall be submitted to SCMS within seven (7) working days with the following information</p> <ol style="list-style-type: none"> 1. PTR & BL 2. Name of goods, quantity and volume 3. Unit and total price 4. Date and time of departure from RITM Central Storage 5. Expected time of arrival at destination point (ETA) 6. Actual time of arrival at destination 			

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<p>point (ATA)</p> <p>7. Name and designation of person receiving the goods</p> <p>8. Status of goods in transit, indicating compliance with delivery schedules and storage conditions (i.e. in the case of DOHRO IX-Western Mindanao as drop center to BARMM provinces)</p> <p>9. To provide electronic profile /performance summary report of all shipment transaction of the week to the PROCURING ENTITY.</p> <p>5. The PROCURING ENTITY reserves the right to request additional reports based on newly developed templates during contract implementation once it sees fit or deems it necessary.</p>			
<p>II. Additional VALID requirements in the Technical Specifications form arranged, numbered, and tabbed as enumerated below for submission during bidding and for validation by the DOH Technical Working Group during site visit at the Bidder's facility as part of the Post-Qualification:</p> <ol style="list-style-type: none"> 1. Company Profile 2. List of retained clients for the past five (5) years to present with contact details 3. Certificate of Satisfactory Performance from current client 4. Certificate of Satisfactory Performance from the previous client 5. Certificate of Membership for an International Air Transport Association (IATA) 6. Valid Certificate of IATA Training as required by IATA 7. Must have either of the following: <ol style="list-style-type: none"> a.) Valid CAB (Civil Aeronautics Board) Certificate b.) Agreement Contract for at least 3 airlines, Cargo/Passenger Ship 8. Copy of Insurance (Open Marine Insurance, Facility Insurance, etc.) 9. Photocopy of ISO 9001:2015 certificate with QMS on freight forwarding and cold chain transport and distribution 10. Training Certificate for HACCP Pharmaceuticals (Hazard Analysis Critical Control Point) 11. Testing Certificate for Thermal Packaging System or ISTA valid certification 12. Calibration Certificate for Thermogun 			

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13. Sworn Statement using the prescribed form			
III. Additional requirement from the Single/Lowest Calculated Bid (S/LCB) as part of post-qualification:			
a. Site Inspection/Site Visit by the COBAC designated TWG			

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.]

[E-mail Address]