



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

BID BULLETIN NO. 3
07 December 2023

**PROCUREMENT OF ALCOHOL SWAB AND SPRAY, PLASTER STRIPS
AND TAPE**
IB NO. 2024-110

This Bid Bulletin is being issued to respond to the queries during the Pre-Bidding Conference, to respond to the letter of the Prospective Bidder (PB), and to amend or modify the bidding documents posted on the PhilGEPS and DOH websites for the above-cited project. This Bid Bulletin shall form an integral part of the bidding document. Listed below are the corresponding modifications/changes:

1. Query from the PBs:

Query from the PBs		End-User Unit's (EUU's) Response
Particular	Query	
Detailed Technical Specifications Item No. 2 Alcohol Spray a) Alcohol Spray 40ml	One of the PB requested to change the requirement to "at least 40ml". One of the PB requested to change the requirement to "40ml to 50ml".	Refer to changes.
Additional Requirements: Item No. 2 Alcohol Spray Valid and current License to Operate (LTO) for Medical Device Importer/ Wholesaler issued by PFDA.	One of the PB asked if the LTO to be required is for Cosmetics.	Refer to changes.
Additional Requirements: Item No. 2 Alcohol Spray 2. Valid and current LTO for Medical Device Importer/Wholesaler issued by PFDA;	SuperMax Enterprise Trading Corp. (SETC) requested to change the LTO requirement from LTO for Medical Device Importer/Wholesaler to: Valid and current LTO for Cosmetic Importer / Wholesaler issued by PFDA	Acceptable, refer to changes.
Detailed Technical Specifications Item No. 4 Tape d. Perforated plastic medical tape	One of the PB asked if the requirement is a paper tape. The cost is too high for a plastic medical tape.	Hypoallergenic Plastic Tape, costing is based on the market study and clearance of the designated clearing house.

4. Section VII: Technical Specifications

From	To
<p><u>Detailed Technical Specifications:</u></p> <p>Item No. 2 - Alcohol Spray a. Alcohol Spray 40ml</p>	<p><u>Detailed Technical Specifications:</u></p> <p>Item No. 2 - Alcohol Spray a. Alcohol Spray <i>at least</i> 40ml</p>
<p><u>Additional Requirements:</u></p> <p>Item No. 2 - Alcohol Spray 2. Valid and current License to Operate (LTO) for Medical Device Importer/Wholesaler issued by PFDA;</p>	<p><u>Additional Requirements:</u></p> <p>Item No. 2 - Alcohol Spray 2. Valid and current License to Operate (LTO) for <i>Cosmetic Importer/Wholesaler issued by PFDA;</i></p>

The revised Technical Specifications and Checklist of Technical and Financial Documents are enclosed for the Prospective Bidder's reference and use.

All other provisions indicated in the bidding documents which are not affected shall remain in force and in effect.

For guidance and information of all concerned.

KENNETH G. RONQUILLO, MD, MPH, CESO III
Undersecretary of Health
Chairperson, COBAC – E

Technical Specifications

Republic of the Philippines
Department of Health
TECHNICAL SPECIFICATIONS

Item No. 2	Alcohol Spray	Qty./Unit	10,000 bottles
Name of Manufacturer:		Country of Origin:	
Brand:			
Total ABC for Item No.2: PhP400,000.00			
PURCHASER'S SPECIFICATION		STATEMENT OF COMPLIANCE	
A. Detailed Technical Specifications: <ol style="list-style-type: none"> a) Alcohol Spray <i>at least</i> 40 ml b) 70% Ethyl alcohol 			
B. Additional Requirements to be attached to Technical Specifications form arranged, numbered and tabbed as enumerated below: <ol style="list-style-type: none"> 1. Valid and current Notification of Cosmetic Product issued by Philippine Food and Drugs Administration (PFDA); 2. Valid and current License to Operate (LTO) for <i>Cosmetic Importer/Wholesaler</i> issued by PFDA; 3. Product Insert/Product Information or downloaded from the internet and other manufacturer's un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate for cross-referencing statement of compliance to the technical specification in accordance to what is indicated in 2nd page of Section VII. Technical Specifications of the Bidding Documents; 4. The bidder shall submit any of the following whichever is applicable: <ol style="list-style-type: none"> 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, a Certificate or Contract from the manufacturer 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: <ol style="list-style-type: none"> i. Certificate or Distributor/Dealership Agreement by the Manufacturer with the distributor or dealer; and ii. Certificate or Contract/ Dealership Agreement between the distributor/dealer and the bidder. 5. Guarantee letter from supplier to replace the item with approved shorter shelf-life when returned six (6) months before the expiry date. 6. Sworn Statement using the prescribed form. 			

Republic of the Philippines
Department of Health
TECHNICAL SPECIFICATIONS

Item No. 2	Alcohol Spray	Qty./Unit	10,000 bottles
Name of Manufacturer:		Country of Origin:	
Brand:			
Total ABC for Item No.2: PhP400,000.00			
PURCHASER'S SPECIFICATION		STATEMENT OF COMPLIANCE	

C. Additional Requirements to be submitted by the Lowest/Single Calculated Bidder (S/LCB):

1. Submit sample for evaluation.

D. Upon delivery the following shall be complied:

1. Shelf Life:

- a) 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

2. Packaging Instructions:

- a) Standard packaging of the manufacturer.

3. Labelling Instructions:

- a) Each bottle the following shall be imprinted or stickered with non-removable or permanent sticker or label that is binding, and with residue and tearing, if removed:

Philippine Government Property-Department of Health
NOT FOR SALE

Date of Manufacture: _____

Date of Expiry: _____

Batch/Lot No.: _____

- b) Each carton the following shall be imprinted or stickered with non-removable or permanent sticker or label that is binding, and with residue and tearing, if removed:

Philippine Government Property-Department of Health
NOT FOR SALE

Date of Manufacture: _____

Date of Expiry: _____

Batch/Lot No.: _____

E. Product Recall & Replacement:

1. The Supplier must ensure the quality of products and if there will be problems in the quality, the Supplier will recall and replace the products distributed in the regions/hospitals/treatment hubs/RHU/HC/BHSS based on Guidelines on Product Recall, FDA Circular No. 2016-012;
2. In instances of product recalls due to failures of suppliers and manufacturers to comply with standards of safety and quality, the cost associated with proper disposal/ destruction, handling or pull out from health facilities where these products have already been distributed shall be borne by the supplier (subject to the latest policy for disposal) (DOH Administrative Order (AO) No.2019-0041).

Republic of the Philippines
Department of Health
TECHNICAL SPECIFICATIONS

Item No. 2	Alcohol Spray	Qty./Unit	10,000 bottles
Name of Manufacturer:		Country of Origin:	
Brand:			
Total ABC for Item No.2: PhP400,000.00			
PURCHASER'S SPECIFICATION		STATEMENT OF COMPLIANCE	
<p>3. If the item is with approved shorter shelf life, replacement for fresh stocks shall be issued when returned six (6) months before expiry date.</p>			

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]

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) in accordance with Section 8.5.2 of the 2016 Revised IRR of RA No. 9184;

Technical Documents

- (b) 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**
- (c) 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**
- (d) 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**

- (e) Conformity with the Schedule of Requirements and Technical Specifications, which may include production/delivery schedule, manpower requirements, and/or after- sales/parts, if applicable; **and**
- (f) 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

- (g) 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

- (h) 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)

- (i) *[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.
- (j) 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. ADDITIONAL DOCUMENTARY REQUIREMENTS TO BE ATTACHED IN THE TECHNICAL SPECIFICATIONS FORM:

Item No. 1

- (1) Valid and current Certificate Product Registration (CPR) or Certificate of Medical Device Registration (CMDR) or Certificate of Medical Device Notification (CMDN) issued by Philippine Food and Drug Administration (PFDA);
- (2) Valid and current License to Operate (LTO) for Medical Device Importer/ Wholesaler issued by PFDA;
- (3) The bidder shall submit any of the following whichever is applicable:
- a) If the bidder is a manufacturer, a certificate that the bidder manufactures the products/item; or
 - b) If the bidder is an Exclusive/Authorized Distributor or Dealer of the products/items, a Certificate or Contract from the manufacturer 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. Certificate or Contract/Dealership Agreement between the distributor/dealer and the bidder.

- (4) Product Insert/Product Information or downloaded from the internet and other manufacturer's un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate for cross-referencing statement of compliance to the technical specification in accordance to what is indicated in 2nd page of Section VII. Technical Specifications of the Bidding Documents;
- (5) Guarantee letter from supplier to replace the item with approved shorter shelf-life when returned six (6) months before the expiry date
- (6) Sworn Statement using the prescribed form.

Item No. 2

- (1) Valid and current Notification of Cosmetic Product issued by PFDA;
- (2) Valid and current License to Operate (LTO) for *Cosmetic Importer/Wholesaler* issued by PFDA;
- (3) The bidder shall submit any of the following whichever is applicable:
 - a) If the bidder is a manufacturer, a certificate that the bidder manufactures the products/item; or
 - b) If the bidder is an Exclusive/Authorized Distributor or Dealer of the products/items, a Certificate or Contract from the manufacturer 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. Certificate or Contract/Dealership Agreement between the distributor/dealer and the bidder.
- (4) Product Insert/Product Information or downloaded from the internet and other manufacturer's un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate for cross-referencing statement of compliance to the technical specification in accordance to what is indicated in 2nd page of Section VII. Technical Specifications of the Bidding Documents;
- (5) Guarantee letter from supplier to replace the item with approved shorter shelf-life when returned six (6) months before the expiry date
- (6) Sworn Statement using the prescribed form.

Item No. 3

- (1) Guarantee letter from supplier to replace the item with approved shorter shelf-life when returned six (6) months before the expiry date
- (2) Sworn Statement using the prescribed form.

Item No. 4

- (1) Valid and current Certificate Product Registration (CPR) or Certificate of Medical Device Registration (CMDR) or Certificate of Medical Device Notification (CMDN) issued by PFDA;
- (2) Valid and current License to Operate (LTO) for Medical Device Importer/ Wholesaler issued by PFDA;
- (3) The bidder shall submit any of the following whichever is applicable:
 - a) If the bidder is a manufacturer, a certificate that the bidder manufactures the products/item; or
 - b) If the bidder is an Exclusive/Authorized Distributor or Dealer of the products/items, a Certificate or Contract from the manufacturer 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. Certificate or Contract/Dealership Agreement between the distributor/dealer and the bidder.
- (4) Product Insert/Product Information or downloaded from the internet and other manufacturer's un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate for cross-referencing statement of compliance to the technical specification in accordance to what is indicated in 2nd page of Section VII. Technical Specifications of the Bidding Documents;
- (5) Guarantee letter from supplier to replace the item with approved shorter shelf-life when returned six (6) months before the expiry date
- (6) Sworn Statement using the prescribed form.

Note:

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

- a) Sworn Statement;
- b) Computation of NFCC;
- c) Manufacturer's Authorization;
- d) Secretary's Certificate;
- e) Special Power of Attorney;
- f) Statement of Ongoing Contracts; and
- g) Statement of SLCC.

2) For the following requirements, please refer to **GPPB Resolution No. 16-2020:**

- a) Bid Form;
- b) Price Schedule;
- c) Bid Securing Declaration; and
- d) Omnibus Sworn Statement