



REPUBLIC OF THE PHILIPPINES  
 Department of Health  
**NATIONAL CENTER FOR MENTAL HEALTH**  
 Nueve de Febrero Street, Mandaluyong City, Philippines  
**BIDS AND AWARDS COMMITTEE**



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**SECTION III**  
**Bid Data Sheet**

**PUBLIC BIDDING FOR THE SUPPLY, DELIVERY, INSTALLATION, TESTING AND COMMISSIONING OF VARIOUS BRAND-NEW EQUIPMENT FOR ANATOMICAL LABORATORY SECTION CY 2024 (LINE ITEM)**  
 IB No. E-002-2024-PB

<b>ITB Clause</b>	
5.3	For this purpose, contracts similar to the Project shall be:  <b>a. Various Anatomical Laboratory Equipment</b>  <b>b. completed within 2 years</b> prior to the deadline for the submission and receipt of bids.
7.1	Subcontracting is not allowed.
12	The price of the Goods shall be quoted in Philippine Peso.
14.1	The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts:  <b>a. The amount of not less than two percent (2%) of ABC, if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or</b>  <b>b. The amount of not less than five percent (5%) of ABC if bid, security is in Surety Bond.</b>
19.3	<b>PUBLIC BIDDING FOR SUPPLY, DELIVERY, INSTALLATION, TESTING AND COMMISSIONING OF VARIOUS BRAND-NEW EQUIPMENT FOR ANATOMICAL LABORATORY SECTION CY 2024 (LINE ITEM)</b>  <i>Please see Annex A (List of Items) for complete lists, quantity and ABC</i>
20.2	Within a non-extendable period of five (5) calendar days from receipt by the Bidder of the notice from the BAC that is submitted the Lowest Calculated Bid, the Bidder shall submit its:  <b>a. Current and Valid Tax Clearance</b> <b>b. Latest Annual Income Tax Return (with corresponding eFPS Filing Reference Number and successful payment page or its equivalent proof of payment, if applicable).</b> <b>c. Certificate of PhilGEPS Registration (Platinum Membership)</b> <b>d. Current and Valid Mayor's Permit</b>

	<p>e. <b>Notice of Award or Notice to Proceed or Contract</b> issued by the owners, as attachment for the Statement of the Prospective bidder of <b>All Its On Going Government and Private Contracts.</b></p> <p>f. <b>Notice of Award or Notice to Proceed</b> Issued by the owners, as attachment for the <b>Single Largest Completed Contract (SLCC)</b> within the past 2 years prior to the date of submission and receipt of bids.</p> <p>g. <b>Certificate of Good Performance for Medical Equipment related projects</b> [For <b>current supplier</b>, it shall be issued by the <b>Head of the Procuring Entity</b> for the current year. For non-current Contractor, certificate issued from other Hospitals or agencies are acceptable (<b>at least SATISFACTORY RATING</b>)].</p> <p>h. Current and valid certificate of manufacturer's compliance with ISO 13485 and/or CE certificate or its equivalent</p> <p>i. Certification that the unit being offered shall be brand new</p> <p>j. Certificate of exclusive or authorized distributorship from the manufacturer.</p> <p>k. Certification that the supplier/bidder shall provide applications training for users and maintenance personnel of the hospital.</p> <p>l. Certification that the supplier/bidder shall be responsible for the transportation to site, delivery, installation and testing on the site (hospital) and expenses for such will be on the account of the supplier/bidder.</p> <p>m. Certification that the supplier/ bidder has the capability for the corrective and preventive maintenance of the unit to include service engineers and technicians.</p> <p>n. Certification to provide users' Manual in English language.</p> <ol style="list-style-type: none"> <li>1. Operations Manual - 2 copies</li> <li>2. Service Manual - 2 copies</li> </ol> <p>o. Bidder's certification that parts shall be available at the authorized Philippine service center/s for a period of five (5) years after the warranty period.</p> <p>p. Warranty certificate: one (1) year for parts and two (2) years for service from date of delivery, inspection and acceptance.</p> <p>q. Certification that the supplier/ bidder shall provide free installation of the equipment.</p> <p>r. Certification that the brand has been in the local market for at least two (2) years.</p>
21.2	<p><i>List of additional contract documents relevant to the Project that may be required by existing laws and/or the Procuring Entity.</i></p> <ol style="list-style-type: none"> <li>a. Contract Agreement</li> <li>b. Performance Security</li> </ol>

The Eligibility Documents and Technical Proposal combined in one folder and the Financial Proposal in separate Folder (**ORANGE FOLDER**). Each folder with **fastener / shoelace on top or ring bind on left side, with Table of Contents and Tabs (properly labeled according to the checklist for bidders issued).**

**MARKING FOR ELIGIBILITY/TECHNICAL PROPOSALS / FINANCIAL PROPOSALS**

<table border="1"> <tr> <td data-bbox="414 858 472 1326"> <table border="1"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> </table> </td> <td data-bbox="465 758 495 880">"Copy No. _____"</td> </tr> <tr> <td colspan="2" data-bbox="555 831 607 1291"> <b>NATIONAL CENTER FOR MENTAL HEALTH</b>                  Nueve De Febrero St., Mandaluyong City             </td> </tr> <tr> <td colspan="2" data-bbox="678 922 725 1203"> <b>PUBLIC BIDDING                  FOR (CATEGORY) CY 2024</b> </td> </tr> <tr> <td colspan="2" data-bbox="824 917 949 1208"> <b>ELIGIBILITY DOCUMENTS</b>  <u>TECHNICAL PROPOSAL</u>                  /  <u>FINANCIAL PROPOSAL</u> </td> </tr> <tr> <td colspan="2" data-bbox="1115 927 1189 1198"> <b>DELA CRUZ COMPANY</b>                  143 Pag-ibig St., Quezon City                  Tel: _____ / Fax: _____             </td> </tr> </table>	<table border="1"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> </table>					"Copy No. _____"	<b>NATIONAL CENTER FOR MENTAL HEALTH</b> Nueve De Febrero St., Mandaluyong City		<b>PUBLIC BIDDING                  FOR (CATEGORY) CY 2024</b>		<b>ELIGIBILITY DOCUMENTS</b> <u>TECHNICAL PROPOSAL</u> / <u>FINANCIAL PROPOSAL</u>		<b>DELA CRUZ COMPANY</b> 143 Pag-ibig St., Quezon City Tel: _____ / Fax: _____		Indicate here "Original Copy / First Copy or Second Copy of Eligibility Documents & Technical Proposal, and Financial Proposal"
<table border="1"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> </table>					"Copy No. _____"										
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<b>DELA CRUZ COMPANY</b> 143 Pag-ibig St., Quezon City Tel: _____ / Fax: _____															
PROCURING ENTITY'S NAME & ADDRESS	PUBLIC BIDDING CATEGORY & CALENDAR YEAR														
BID PROPOSAL NAME															
NAME, ADDRESS, & CONTACT NOS. (TELEPHONE & FACSIMILE) OF THE BIDDERS															

**NOTE:** Color of Folder is **ORANGE** (preferably)  
 Color of Envelope is **ORANGE** (preferably)

**Note: All tabbing shall be in words / title based on the Checklist.**

The Eligibility Documents and Technical Proposal combined in one folder and the Financial Proposal in separate Folder (**ORANGE**). All envelopes shall have the following markings:

NAME OF THE PROCURING ENTITY'S BAC,  
PROCURING ENTITY'S NAME & ADDRESS

ELIGIBILITY  
ENVELOPE  
&  
TECHNICAL  
PROPOSAL  
and  
FINANCIAL  
PROPOSAL

NAME OF ENCLOSED  
BID PROPOSAL

NCMH-BAC FOR CATEGORY  
NATIONAL CENTER FOR MENTAL HEALTH  
Nueve de Febrero St., Mandaluyong City

PUBLIC RE-BIDDING FOR CATEGORY\_CY 2024

PUBLIC BIDDING  
CATEGORY &  
CALENDAR YEAR

### MARKINGS FOR ENVELOPES

DELA CRUZ COMPANY  
143 Pag-Ibig St., Quezon City

Tel: \_\_\_\_\_ / Fax: \_\_\_\_\_

DO NOT OPEN BEFORE: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

NAME, ADDRESS & CONTACT NUMBERS (Telephone & Facsimile) OF THE BIDDER; "DO NOT OPEN" LABEL WITH THE DATE & TIME OF THE SUBMISSION & OPENING OF BIDS