



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**

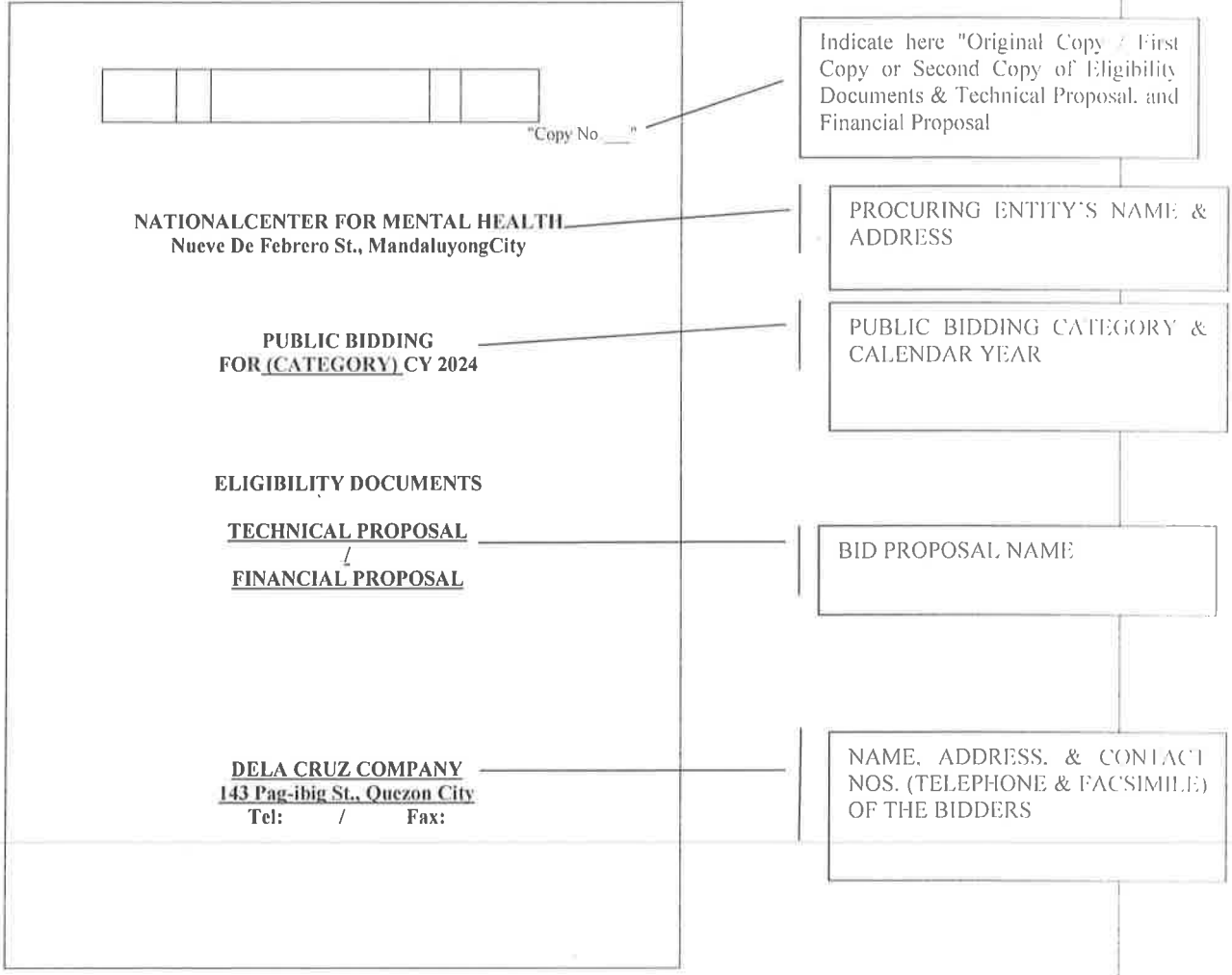
PUBLIC BIDDING FOR THE SUPPLY, DELIVERY, INSTALLATION, TESTING AND COMMISSIONING OF BRAND – NEW ELECTROENCEPHALOGRAM (EEG) MACHINE FOR PAVILION 11- NEUROPHYSIOLOGY LABORATORY CY 2024  
 IB No. E-008-2024-PB

ITB Clause	
5.3	For this purpose, contracts similar to the Project shall be: <b>a. Electroencephalogram (EEG) Machine</b>  completed within <b>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 THE SUPPLY, DELIVERY, INSTALLATION, TESTING AND COMMISSIONING OF BRAND – NEW ELECTROENCEPHALOGRAM (EEG) MACHINE FOR PAVILION 11- NEUROPHYSIOLOGY LABORATORY CY 2024</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> <b>e. Notice of Award or Notice to Proceed or Contract issued by the owners, as attachment for the Statement of the Prospective bidder of All</b>

	<p><b>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 Electroencephalogram (EEG) Machine related projects</b> [For current supplier, it shall be issued by the <b>Head of the Procuring Entity</b> for the current year. For non-current Supplier, certificate issued from other Hospitals or agencies are acceptable (<b>at least SATISFACTORY RATING</b>)].</p> <p>h. Notarized / Certified True Copy (CTC) current and valid certificate of Authorized of Exclusive or Distributorship</p> <p>i. Notarized / Certified True Copy (CTC) current and valid certificate of Manufacturer's compliance with ISO 13485</p> <p>j. Notarized certificate from the manufacturer stating that the equipment is brand new, unused and not a discontinued model or was listed in the market recall.</p> <p>k. Notarized bidder's certificate guaranteeing the availability on the supply of spare parts 10 (ten) years from end of production. A certification must be issued by the manufacturer for the bidder.</p> <p>l. Notarized Certification that the bidder must be in the business in the local market for a minimum of 10 (ten) years.</p> <p>m. Notarized certificate of manufacturer's approved US FDA Premarket Notification (PMN) or CE Mark Approval certificate.</p> <p>n. Notarized certification that the supplier has the capability or authority for corrective and preventive maintenance of the unit.</p> <p>o. Notarized certification from the manufacturer authenticated by the Philippine consulate from the country of origin of the unit that the warranty should not be affected with a change of distributor.</p> <p>p. Notarized Certification that the bidder/supplier shall provide a 3 (three) years warranty for parts and services that include corrective maintenance, preventive maintenance, and/or calibration. The warranty shall commence upon the acceptance of the end user.</p> <p>q. Notarized certificate that the bidder must provide preventive maintenance and/or calibration schedule within warranty period.</p> <p>r. Notarized certification that the supplier/bidder shall provide applications training and certification for end users and maintenance personnel of the hospital.</p> <p>s. Notarized / Certified True copy (CTC) of certification to provide Manuals: Two (2) sets of Service Manual in English Language and Two (2) sets of User Manual in English Language upon delivery of the equipment.</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> <p>a. Contract Agreement</p> <p>b. Performance Security</p>

The Eligibility Documents and Technical Proposal combined in one folder and the Financial Proposal in separate Folder (**GREEN 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**



**NOTE:** Color of Folder is **GREEN (preferably)**  
Color of Envelope is **GREEN (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 (**GREEN**). All envelopes shall have the following markings:

NAME OF ENCLOSED  
BID PROPOSAL

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

ELIGIBILITY  
ENVELOPE &  
TECHNICAL  
PROPOSAL and  
FINANCIAL  
PROPOSAL

NCMH-BAC FOR *CATEGORY*  
NATIONALCENTER 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