



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

ITB Clause	
5.3	<p>For this purpose, contracts similar to the Project shall be:</p> <p>a. Public Bidding for the Supply, Delivery, Commissioning and Testing of Various Calibration / Test Tools CY 2023</p> <p>Completed within two (2) years prior to the deadline for the submission and receipt of bids.</p>
7.1	<p>Subcontracting is not allowed</p>
12	<p>The Price of the Goods shall be quoted in Philippine Peso.</p>
14.1	<p>The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts:</p> <p>a. The amount is 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</p> <p>b. The amount is not less than five percent (5%) of ABC, if bid security is in Surety Bond.</p>
19.3	<p>Public Bidding for the Supply, Delivery, Commissioning and Testing of Various Calibration / Test Tools CY 2023</p> <p><i>Please see List of Items for complete lists, quantity and ABC</i></p>
20.2	<p>Within a non-extendible 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</p> <p>a. Current and Valid Tax Clearance</p> <p>b. Latest Annual Income Tax Return (with corresponding eFPS Filing Reference Number and successful payment page or its equivalent proof of payment, if applicable)</p> <p>c. Certificate of PhilGEPS Registration (Platinum Membership)</p> <p>d. Current and Valid Mayor's Permit</p>
21.2	<p>Additional contract documents relevant to the Project that is required by the Procuring Entity:</p> <ul style="list-style-type: none">• Notice of Award or Notice to Proceed or Contract issued by the owners, as attachment for the Statement of the prospective bidder of All its On Going Government and Private Contracts• Notice of Award or Contract issued by the owners, as attachment for the Single Largest Completed Contract (SLCC)• Notarized Letter of Assurance from the Bidder on the Availability of Unit

- For current supplier, one Certificate of Good Performance [For the past three (3) years, it shall be issued by the Head of Procuring Entity / Medical Center Chief II. For non-current supplier, certificate issued from other Hospitals or agencies are acceptable (at least SATISFACTORY RATING).

For Major Test Tools:

- Certification that the equipment is branded and brand new, unused and is not a discontinued model or was listed in the market recall.
- Certification that the brand offered should be commercially available on the market for at least three (3) years.
- Bidders shall submit Notarized certificate of Exclusive Distributorship between/ or Authority to Distribute from the manufacturer or principal Distributor
- Certification that the bidder/supplier shall provide two (2) years warranty on unit, parts and services which include preventive maintenance, corrective maintenance and calibration. Warranty shall commence upon the acceptance of the end user. Warranty certificate must be provided by the supplier (notarized)
- Certification that the bidder/supplier shall provide service unit or a loaner unit during preventive maintenance, corrective maintenance and calibration services of units during warranty period.
 - *In case of breakdown of the unit, supplier must provide service unit or a loaner within 72 hours
- Notarized Certificate that the bidder/supplier must be in the business for at least five (5) years.
- The bidder/supplier must have its own or accredited existing physical calibration facility/ laboratory for Calibration/Test Tools in the Philippines to assure immediate service for on call requested services.
- The bidder/supplier must have a Certification from the brand Manufacturer as its Authorized Service Provider and must have ISO/IEC 17025:2017 Certification for Calibration for assurance that the aforementioned major test tools will be Serviced and Calibrated according to Manufacturer Standards and International Standards to ensure medical equipment performance and patient safety
- Bidder/Supplier shall provide a training on the proper handling and maintenance of the equipment to the end-users and to the hospital maintenance staff (at least 10 staffs who are designated on the said equipment) and provide training certificate.
- The bidder/supplier shall provide current and valid certificate of manufacturer's compliance with ISO 9001: 2015 Certification, ISO 13485: 2016 Certification and ISO/IEC 17025:2017
- The bidder must have ISO/IEC 17025:2017 certification
- Bidder/supplier shall provide Users' Manual in English language during delivery of the units.
 - Operations Manual - 1 copy
 - Service Manual - 1 copy
- Bidder/Supplier shall provide calibration certificate of each unit during delivery of the units (Current, valid and National Institute of Standards and Technology (NIST) traceable or other international standards.
- Bidder's/Supplier's certificate guaranteeing the availability on the supply of spare parts ten (10) years from end of production. A certification must be issued by the manufacturer for the bidder.
- Bidder/Supplier must provide Calibration Certificate with Traceability Report for succeeding recalibration of equipment.

For Minor Test Tools

- Certification that the equipment is branded and brand new, unused and is not a discontinued model or was listed in the market recall.
- Certification that the brand offered should be commercially available on the market for at least three (3) years. Certification to be submitted
- Certification that the bidder/supplier shall provide two (2) years warranty on unit, parts and services which include preventive maintenance, corrective maintenance and calibration. Warranty shall commence upon the acceptance of the end user. Warranty certificate must be provided by the supplier (notarized)
- Certification that the bidder/supplier shall provide service unit or a loaner unit during preventive maintenance, corrective maintenance and calibration services during warranty period
 - *In case of breakdown of the unit, supplier must provide service unit or a loaner within 72 hours
- Notarized certificate that the bidder/supplier must be in the business for at least five (5) years.
- The bidder/supplier must have its own or accredited existing physical calibration facility/ laboratory for Calibration/Test Tools in the Philippines to assure immediate service for on call requested services.
- The bidder/supplier must have ISO/IEC 17025:2017 certification for assurance that the minor test tools will be Serviced and Calibrated according to Manufacturer Standards and/or International Standards
- Certification that the bidder/supplier shall provide a training on the proper handling and maintenance of the equipment to the end-users and to the hospital maintenance staff (at least 10 staffs who are designated on the said equipment) and provide training certificate.
- Current and valid certificate of manufacturer's compliance with ISO and/or CE certificate or its equivalent
- The bidder/supplier shall provide Users' Manual in English language.
 - Operations Manual – 1 copy
 - Service Manual - 1 copy
- Bidder/Supplier shall provide calibration certificate of each unit (Current, valid and National Institute of Standards and Technology (NIST) traceable or other international standards
- Bidder's/Supplier's certificate guaranteeing the availability on the supply of spare parts ten (10) years from end of production. A certification must be issued by the manufacturer for the bidder.



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, with Table of Contents and Tabs** (properly labeled according to the checklist for bidders issued).

MARKING FOR ELIGIBILITY/TECHNICAL PROPOSALS / FINANCIAL PROPOSALS

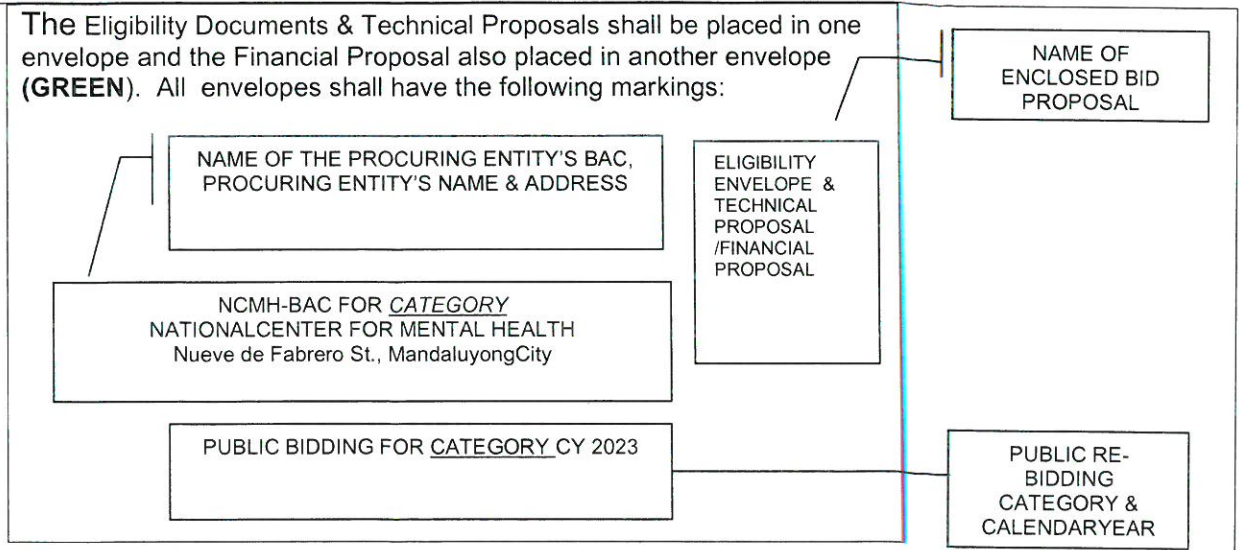
<div style="border: 1px solid black; width: 100px; height: 20px; margin: 0 auto; display: flex; justify-content: space-around;"> <div style="width: 20px; height: 20px;"></div> <div style="width: 20px; height: 20px;"></div> <div style="width: 20px; height: 20px;"></div> <div style="width: 20px; height: 20px;"></div> <div style="width: 20px; height: 20px;"></div> </div> <p style="text-align: right; margin-top: 5px;">"Original Copy"</p> <p style="text-align: center; margin-top: 20px;">NATIONALCENTER FOR MENTAL HEALTH Nueve De Febrero St., Mandaluyong City</p> <hr style="border: 0.5px solid black; margin: 10px 0;"/> <p style="text-align: center; margin-top: 20px;">PUBLIC BIDDING FOR <u>(CATEGORY)</u> CY 2023</p> <hr style="border: 0.5px solid black; margin: 10px 0;"/> <p style="text-align: center; margin-top: 20px;">ELIGIBILITY DOCUMENTS <u>TECHNICAL PROPOSAL</u> / <u>FINANCIAL PROPOSAL</u></p> <hr style="border: 0.5px solid black; margin: 10px 0;"/> <p style="text-align: center; margin-top: 20px;"><u>DELA CRUZ COMPANY</u> <u>143 Pag-ibig St., Quezon City</u> Tel: / Fax:</p>	<div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p>Indicate here "Original Copy of Eligibility Documents & Technical Proposal, and Financial Proposal"</p> </div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p>PROCURING ENTITY'S NAME & ADDRESS</p> </div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p>PUBLIC RE-BIDDING CATEGORY & CALENDAR YEAR</p> </div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p>BID PROPOSAL NAME</p> </div> <div style="border: 1px solid black; padding: 5px;"> <p>NAME, ADDRESS, & CONTACT NOS. (TELEPHONE & FACSIMILE) OF THE BIDDERS</p> </div>
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NOTE: Color of Folder is **GREEN**
Color of Envelope is **GREEN**

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



The Eligibility Documents & Technical Proposals shall be placed in one envelope and the Financial Proposal also placed in another envelope (GREEN). All envelopes shall have the following markings:



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