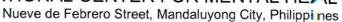


REPUBLIC OF THE PHILIPPINES Department of Health

NATIONAL CENTER FOR MENTAL HEALTH





BIDS AND AWARDS COMMITTEE

Telephone No. 531-9001 loc. 242

Telefax No. 5318318

E-mail: bacncmh@yyahoo.com

Website: www.ncmh.gov.ph

CHECKLIST FOR BIDDERS

SUPPI	TIATED PROCUREMEN LY AND DELIVERY OF ENTS) CY 2023	T (TWO FAILED BIDDING) FOR DRUGS AND MEDICINES (S	OR THE SERVICE
Approved Budget for the Contract (ABC):		Php 981,602.50	
Date/Time and Venue of Opening of Bids:		May 8, 2023, Monday (9:00AN	1)
	~_	BAC Conference Room, NCMH Co	mpound
and updated.		ission and opening of bids. All documents shall l	
	L" copy of the bid form shall be type d representative.	ed or written in ink and shall be signed by the bi	dder or its
To facilitate the folders (i.e., on	e evaluation of the bids, bidders ar	re advised to compile the documents in two (2) as and another for Financial Documents), proper herein.) separate ly labelled
CHE	CKLIST OF TECHNICAL AND FI	INANCIAL DOCUMENTS' ENVELOPE	
I. TECHNICAL	COMPONENT ENVELOPE		
CLASS "A A. LEGAL DO	A" DOCUMENTS OCUMENTS		
		PHILIPPINE GOVERNMENT ELECTRON	IC
		S) – Platinum Membership; <u>or</u>	
Depar	tment of Trade and Industry (D	ATE from the Securities and Exchange Con TI) for sole proprietorship, or Cooperativ any proof of such registration as stated in	e Development
(3) MAYO		t) issued by the city or municipality whe	
(4) TAX C I No. 39	LEARANCE CERTIFICATE (valid 98, s. 2005, as finally reviewed	d and current) for Bidding Purposes, per d and approved by BIR.	Executive Orde
B. TECHNICA	AL DOCUMENTS		
	arized OMNIBUS SWORN STA 184, using the form prescribe	TEMENT in accordance with Section 25. ed in Annex: Bidding Forms.	.3 of the IRR of
(6) AUTI	HORITY OF THE SIGNATORY,	whichever is applicable:	AA
	pecial Power of Attorney, in c desolution from the General M	case of single proprietorship. Nanager or President, if partnership.	Shi was a same of the same of

(c) Board resolution with Secretary's Certificate, in case of Corporation.

Negotiated Procurement Two Failed Bidding of Drugs and Medicines (Service Patients) CY 2023

(7)	PROJECT REQUIREMENTS, which shall include the following:
	 CERTIFICATE OF AVAILABILITY OF STOCKS (Letter of Assurance as to availability of stock and prompt delivery of goods)
	b. CERTIFICATE OF PRODUCT REGISTRATION (CPR) from FDA, Current and Valid
	c. DISTRIBUTORSHIP AGREEMENT, Current and valid, if applicable
C. FINA	NCIAL DOCUMENTS
i	The Supplier's AUDITED FINANCIAL STATEMENTS, showing among others the total and current assets and liabilities stamped "received" by the BIR or its duly accredited and authorized institutions for the preceding calendar year which should not be earlier than two (2) years from date of bid submission. (CY 2021 with comparative statement CY 2020 and CY 2021).
	FINANCIAL COMPONENT ENVELOPE
(1)	Original of duly signed and completed FINANCIAL BID FORM. And
(2)	Original of duly signed and completed PRICE SCHEDULE FORM.
Note well:	
considered	ing, incomplete, or patently insufficient document in the above-mentioned checklist shall be "FAILED" (as per Rule IX, Sec. 30.1 of R.A. No. 9184). discrepancies between this checklist and the bidding documents the latter shall prevail.

(d) Resolution signed by all the joint-venture partners, in case of Joint-Venture.

The above checklist was discussed and agreed upon by the members of the NCMH Bids and Awards Committee in consultation with its Technical Working Group, including the proponent /end-user/ implementing unit.

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