



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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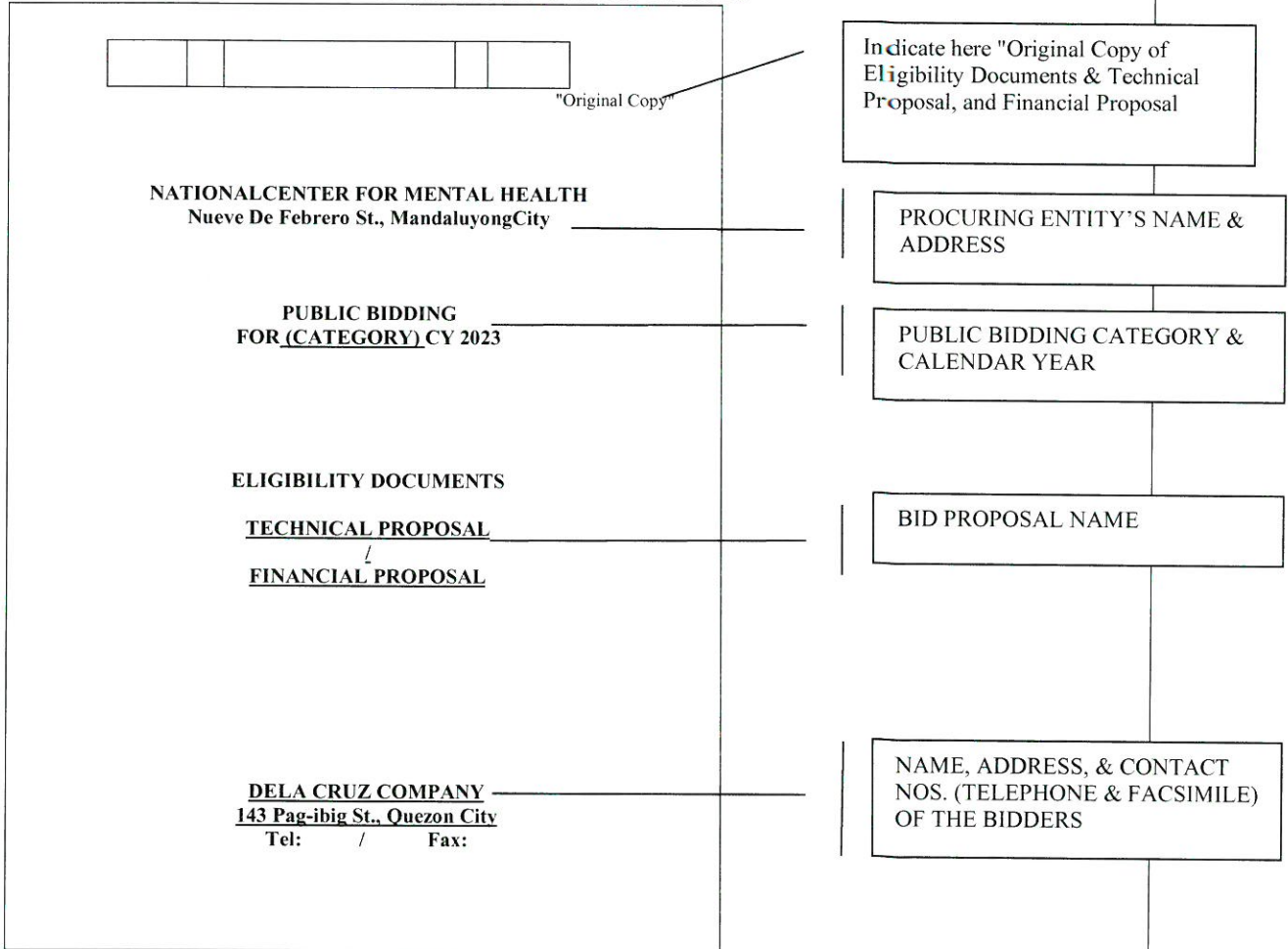
Website: www.ncmh.gov.ph

### SECTION III: BID DATA SHEET

ITB Clause	
5.3	For this purpose, contracts similar to the Project shall be: <ol style="list-style-type: none"> <li>a. <i>Supply and Delivery of Medical Supplies</i></li> <li>b. Completed within <i>two (2) years</i> prior to the deadline for the submission and receipt of bids.</li> </ol>
7.1	Subcontracts 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: <ol style="list-style-type: none"> <li>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</li> <li>b. The amount is not less than five percent (5%) of ABC, if bid security in is Surety Bond.</li> </ol>
19.3	1. Public Bidding for Supply and Delivery of Medical Supplies CY2023 <i>Please see List of Items for complete lists, quantity and ABC</i>
20.2	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 <ol style="list-style-type: none"> <li>a. Current and Valid Tax Clearance</li> <li>b. Latest Annual Income Tax Return (with corresponding eFPS Filing Reference Number and successful payment page or its equivalent proof of payment, if applicable)</li> <li>c. Certificate of Philgeps Registration (Platinum Membership)</li> <li>d. Current and Valid Mayor's Permit</li> </ol>
21.2	Additional contract documents relevant to the Project that is required by the Procuring Entity: <ol style="list-style-type: none"> <li>a. <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></li> <li>b. <b>Notice of Award or Contract</b> issued by the owners, as attachment for the Single Largest Completed Contract (SLCC)</li> <li>c. Current and Valid Certificate of Distributorship, <b>if applicable</b></li> <li>d. Current and Valid License to Operate from FDA, <b>if applicable</b></li> <li>e. Current and Valid Certificate of Product Registration (CPR) from FDA, <b>if applicable</b></li> <li>f. <b>Notarized Letter of Assurance from the Bidder on the Availability of Stocks</b></li> <li>g. Certificate of Performance [For <b>current supplier</b>, it shall be issued by the <b>Head of the Procuring Entity</b> for the current year. For <b>non-current supplier</b>, certificate issued from other hospitals or agencies are acceptable (at least <b>SATISFACTORY RATING</b>)]</li> <li>h. Samples per item (Commercial Packaging)</li> </ol>

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

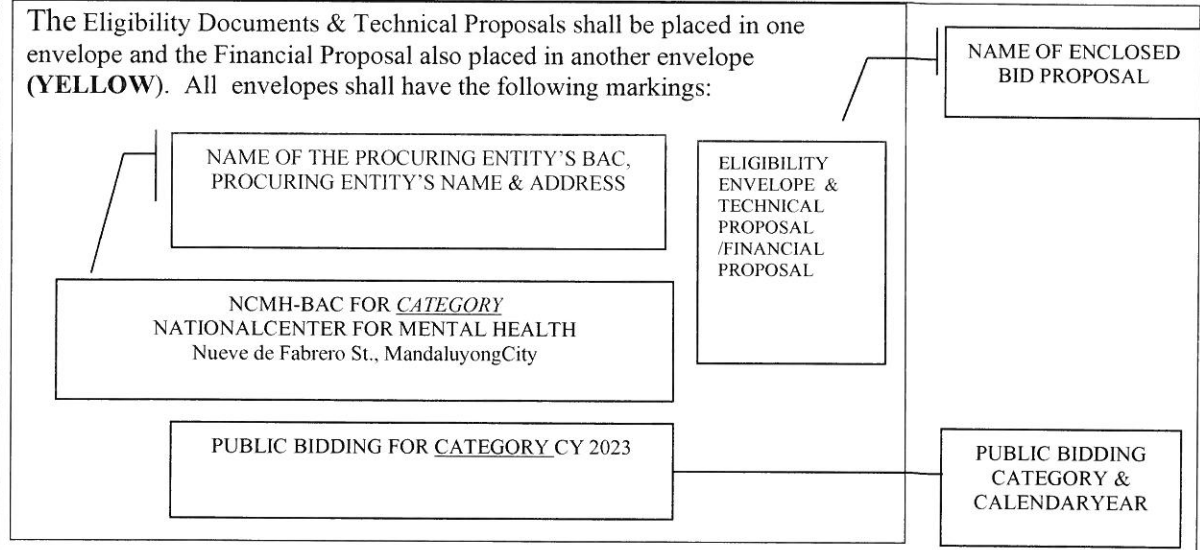
**MARKING FOR ELIGIBILITY/TECHNICAL PROPOSALS /  
FINANCIAL PROPOSALS**



**NOTE:** Color of Folder is **YELLOW**  
Color of Envelope is **YELLOW**

*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 (YELLOW). 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