

PROJECT No. SDO-2022-GOODS-161

PROCUREMENT OF GOODS:

SUPPLY AND DELIVERY OF VARIOUS
EQUIPMENT, TOOLS AND MATERIALS FOR
HAIRDRESSING, CAREGIVING AND
HOUSEKEEPING TVL COURSES

PURCHASER:

GOVERNMENT OF THE REPUBLIC OF THE PHILIPPINES



SCHOOLS DIVISION OFFICE
QUEZON CITY

MONTH/YEAR OF ISSUE:

NOVEMBER 2022

Preface

These Philippine Bidding Documents (PBDs) for the procurement of Goods through Competitive Bidding have been prepared by the Government of the Philippines for use by any branch, constitutional commission or office, agency, department, bureau, office, or instrumentality of the Government of the Philippines, National Government Agencies, including Government-Owned and/or Controlled Corporations, Government Financing Institutions, State Universities and Colleges, and Local Government Unit. The procedures and practices presented in this document have been developed through broad experience, and are for mandatory use in projects that are financed in whole or in part by the Government of the Philippines or any foreign government/foreign or international financing institution in accordance with the provisions of the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184.

The Bidding Documents shall clearly and adequately define, among others: (i) the objectives, scope, and expected outputs and/or results of the proposed contract or Framework Agreement, as the case may be; (ii) the eligibility requirements of Bidders; (iii) the expected contract or Framework Agreement duration, the estimated quantity in the case of procurement of goods, delivery schedule and/or time frame; and (iv) the obligations, duties, and/or functions of the winning bidder.

Care should be taken to check the relevance of the provisions of the PBDs against the requirements of the specific Goods to be procured. If duplication of a subject is inevitable in other sections of the document prepared by the Procuring Entity, care must be exercised to avoid contradictions between clauses dealing with the same matter.

Moreover, each section is prepared with notes intended only as information for the Procuring Entity or the person drafting the Bidding Documents. They shall not be included in the final documents. The following general directions should be observed when using the documents:

- a. All the documents listed in the Table of Contents are normally required for the procurement of Goods. However, they should be adapted as necessary to the circumstances of the particular Procurement Project.
- b. Specific details, such as the “*name of the Procuring Entity*” and “*address for bid submission*,” should be furnished in the Instructions to Bidders, Bid Data Sheet, and Special Conditions of Contract. The final documents should contain neither blank spaces nor options.

- c. This Preface and the footnotes or notes in italics included in the Invitation to Bid, Bid Data Sheet, General Conditions of Contract, Special Conditions of Contract, Schedule of Requirements, and Specifications are not part of the text of the final document, although they contain instructions that the Procuring Entity should strictly follow.
- d. The cover should be modified as required to identify the Bidding Documents as to the Procurement Project, Project Identification Number, and Procuring Entity, in addition to the date of issue.
- e. Modifications for specific Procurement Project details should be provided in the Special Conditions of Contract as amendments to the Conditions of Contract. For easy completion, whenever reference has to be made to specific clauses in the Bid Data Sheet or Special Conditions of Contract, these terms shall be printed in bold typeface on Sections I (Instructions to Bidders) and III (General Conditions of Contract), respectively.
- f. For guidelines on the use of Bidding Forms and the procurement of Foreign-Assisted Projects, these will be covered by a separate issuance of the Government Procurement Policy Board.

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Glossary of Acronyms, Terms, and Abbreviations

ABC – Approved Budget for the Contract.

BAC – Bids and Awards Committee.

Bid – A signed offer or proposal to undertake a contract submitted by a bidder in response to and in consonance with the requirements of the bidding documents. Also referred to as *Proposal* and *Tender*. (2016 revised IRR, Section 5[c])

Bidder – Refers to a contractor, manufacturer, supplier, distributor and/or consultant who submits a bid in response to the requirements of the Bidding Documents. (2016 revised IRR, Section 5[d])

Bidding Documents – The documents issued by the Procuring Entity as the bases for bids, furnishing all information necessary for a prospective bidder to prepare a bid for the Goods, Infrastructure Projects, and/or Consulting Services required by the Procuring Entity. (2016 revised IRR, Section 5[e])

BIR – Bureau of Internal Revenue.

BSP – Bangko Sentral ng Pilipinas.

Consulting Services – Refer to services for Infrastructure Projects and other types of projects or activities of the GOP requiring adequate external technical and professional expertise that are beyond the capability and/or capacity of the GOP to undertake such as, but not limited to: (i) advisory and review services; (ii) pre-investment or feasibility studies; (iii) design; (iv) construction supervision; (v) management and related services; and (vi) other technical services or special studies. (2016 revised IRR, Section 5[i])

CDA - Cooperative Development Authority.

Contract – Refers to the agreement entered into between the Procuring Entity and the Supplier or Manufacturer or Distributor or Service Provider for procurement of Goods and Services; Contractor for Procurement of Infrastructure Projects; or Consultant or Consulting Firm for Procurement of Consulting Services; as the case may be, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.

CIF – Cost Insurance and Freight.

CIP – Carriage and Insurance Paid.

CPI – Consumer Price Index.

DDP – Refers to the quoted price of the Goods, which means “delivered duty paid.”

DTI – Department of Trade and Industry.

EXW – Ex works.

FCA – “Free Carrier” shipping point.

FOB – “Free on Board” shipping point.

Foreign-funded Procurement or Foreign-Assisted Project–Refers to procurement whose funding source is from a foreign government, foreign or international financing institution as specified in the Treaty or International or Executive Agreement. (2016 revised IRR, Section 5[b]).

Framework Agreement – Refers to a written agreement between a procuring entity and a supplier or service provider that identifies the terms and conditions, under which specific purchases, otherwise known as “Call-Offs,” are made for the duration of the agreement. It is in the nature of an option contract between the procuring entity and the bidder(s) granting the procuring entity the option to either place an order for any of the goods or services identified in the Framework Agreement List or not buy at all, within a minimum period of one (1) year to a maximum period of three (3) years. (GPPB Resolution No. 27-2019)

GFI – Government Financial Institution.

GOCC –Government-owned and/or –controlled corporation.

Goods – Refer to all items, supplies, materials and general support services, except Consulting Services and Infrastructure Projects, which may be needed in the transaction of public businesses or in the pursuit of any government undertaking, project or activity, whether in the nature of equipment, furniture, stationery, materials for construction, or personal property of any kind, including non-personal or contractual services such as the repair and maintenance of equipment and furniture, as well as trucking, hauling, janitorial, security, and related or analogous services, as well as procurement of materials and supplies provided by the Procuring Entity for such services. The term “related” or “analogous services” shall include, but is not limited to, lease or purchase of office space, media advertisements, health maintenance services, and other services essential to the operation of the Procuring Entity. (2016 revised IRR, Section 5[r])

GOP – Government of the Philippines.

GPPB – Government Procurement Policy Board.

INCOTERMS – International Commercial Terms.

Infrastructure Projects – Include the construction, improvement, rehabilitation, demolition, repair, restoration or maintenance of roads and bridges, railways, airports, seaports, communication facilities, civil works components of information technology projects, irrigation, flood control and drainage, water supply, sanitation, sewerage and solid waste management systems, shore protection, energy/power and electrification facilities, national

buildings, school buildings, hospital buildings, and other related construction projects of the government. Also referred to as *civil works or works*. (2016 revised IRR, Section 5[u])

LGUs – Local Government Units.

NFCC – Net Financial Contracting Capacity.

NGA – National Government Agency.

PhilGEPS - Philippine Government Electronic Procurement System.

Procurement Project – refers to a specific or identified procurement covering goods, infrastructure project or consulting services. A Procurement Project shall be described, detailed, and scheduled in the Project Procurement Management Plan prepared by the agency which shall be consolidated in the procuring entity's Annual Procurement Plan. (GPPB Circular No. 06-2019 dated 17 July 2019)

PSA – Philippine Statistics Authority.

SEC – Securities and Exchange Commission.

SLCC – Single Largest Completed Contract.

Supplier – refers to a citizen, or any corporate body or commercial company duly organized and registered under the laws where it is established, habitually established in business and engaged in the manufacture or sale of the merchandise or performance of the general services covered by his bid. (Item 3.8 of GPPB Resolution No. 13-2019, dated 23 May 2019). Supplier as used in these Bidding Documents may likewise refer to a distributor, manufacturer, contractor, or consultant.

UN – United Nations.

Section I. Invitation to Bid



Republic of the Philippines
Department of Education – National Capital Region
SCHOOLS DIVISION OFFICE – QUEZON CITY
BIDS AND AWARDS COMMITTEE
Nueva Ecija St, Bago Bantay, Quezon City



INVITATION TO BID

November 21, 2022

The Department of Education-Schools Division Office, Quezon City through its Bids and Awards Committee (BAC-SDO, QC), intends to apply the sum of THREE HUNDRED FIFTY FIVE THOUSAND FOUR HUNDRED FIFTY PESOS (Php 355,450.00), being the Approved Budget for the Contract for the Supply and Delivery of Various Equipment, Tools and Materials for Hairdressing, Caregiving and Housekeeping TVL Courses under Project No. SDO-2022-GOODS-161. Accordingly, interested bidders are hereby invited to apply for eligibility and to bid for:

Lot No.	Description	Approved Budget for the Contract (ABC) (in Php)	Delivery Period
1	Supply and Delivery of Various Equipment Tools and Materials for Hairdressing, Caregiving and Housekeeping TVL Courses	355,450.00	Fifteen (15) Calendar Days

Bidding will be conducted through open competitive bidding procedures using non-discretionary pass/fail criteria as specified in the Revised Implementing Rules and Regulations of Republic Act 9184 (R.A. 9184) otherwise known as the “Government Procurement Reform Act”. The BAC schedule are as follows:

Activities	Schedule
1. Publication (PhilGeps)	November 22, 2022
2. Issuance of Bid Documents	November 22, 2022 up to bid opening
3. Pre-Bid Conference	November 29, 2022 (10:00 AM) Schools Division Office Green Building
4. Deadline for Submission of Bids	December 14, 2022 (9:00 AM) Schools Division Office Green Building
5. Opening of Bids	December 14, 2022 (10:00 AM) Schools Division Office Green Building

Eligible Bidders must submit their Bids at the address between the hours of 8:00 a.m. to 9:00 a.m. of December 14, 2022 at Schools Division Office Green Building. Late Bids shall not be accepted. Bid Opening shall immediately follow at 10:00 a.m. of the same day. Bids will be opened in the presence of the Bidder's representative who choose to attend at the place stated. The BAC will issue bidding documents to interested bidders upon payment of the non-refundable amount of FIVE HUNDRED PESOS (Php 500.00) with the cashier of the Division Office.

The Deped-Schools Division Office, Quezon City reserves the right to reject any and all bids, and annul the bidding process at any time prior to contract award without incurring any liability to the affected bidder and for any justifiable and reasonable ground where the award of the contract will not redound to the benefit of the government.

NOEL D. BAGANO
Chairman
SDO-QC, BAC

Schools Division Office-Quezon City
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Quezon City
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Section II. Instructions to Bidders

1. Scope of Bid

The Procuring Entity, *Schools Division Office – Quezon City* wishes to receive Bids for the ***Supply and Delivery of Various Equipment, Tools and Materials for Hairdressing, Caregiving and Housekeeping TVL Course*** sunder project number *SDO-2022-GOODS-161*

The Procurement Project (referred to herein as “Project”) is composed of various items group into one lot only, the details of which are described in Section VII (Technical Specifications).

2. Funding Information

2.1. The GOP through the source of funding as indicated below for *FY 2022 General Appropriation Act* in the amount of ***Three Hundred Fifty Five Thousand Four Fifty Hundred Pesos (Php 355,450.00)***.

2.2. The source of funding is:

a. NGA, the General Appropriations Act or Special Appropriations.

3. Bidding Requirements

The Bidding for the Project shall be governed by all the provisions of RA No. 9184 and its 2016 revised IRR, including its Generic Procurement Manuals and associated policies, rules and regulations as the primary source thereof, while the herein clauses shall serve as the secondary source thereof.

Any amendments made to the IRR and other GPPB issuances shall be applicable only to the ongoing posting, advertisement, or **IB** by the BAC through the issuance of a supplemental or bid bulletin.

The Bidder, by the act of submitting its Bid, shall be deemed to have verified and accepted the general requirements of this Project, including other factors that may affect the cost, duration and execution or implementation of the contract, project, or work and examine all instructions, forms, terms, and project requirements in the Bidding Documents.

4. Corrupt, Fraudulent, Collusive, and Coercive Practices

The Procuring Entity, as well as the Bidders and Suppliers, shall observe the highest standard of ethics during the procurement and execution of the contract. They or through an agent shall not engage in corrupt, fraudulent, collusive, coercive, and obstructive practices defined under Annex “I” of the 2016 revised IRR of RA No. 9184 or other integrity violations in competing for the Project.

5. Eligible Bidders

- 5.1. Only Bids of Bidders found to be legally, technically, and financially capable will be evaluated.
- 5.2. Foreign ownership exceeding those allowed under the rules may participate pursuant to:
- i. When a Treaty or International or Executive Agreement as provided in Section 4 of the RA No. 9184 and its 2016 revised IRR allow foreign bidders to participate;
 - ii. Citizens, corporations, or associations of a country, included in the list issued by the GPPB, the laws or regulations of which grant reciprocal rights or privileges to citizens, corporations, or associations of the Philippines;
 - iii. When the Goods sought to be procured are not available from local suppliers; or
 - iv. When there is a need to prevent situations that defeat competition or restrain trade.
- 5.3. Pursuant to Section 23.4.1.3 of the 2016 revised IRR of RA No.9184, the Bidder shall have an SLCC that is at least one (1) contract similar to the Project the value of which, adjusted to current prices using the PSA's CPI, must be at least equivalent to:
- a. For the procurement of Expendable Supplies: The Bidder must have completed a single contract that is similar to this Project, equivalent to at least twenty-five percent (25%) of the ABC.
- 5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.1 of the 2016 IRR of RA No. 9184.

6. Origin of Goods

There is no restriction on the origin of goods other than those prohibited by a decision of the UN Security Council taken under Chapter VII of the Charter of the UN, subject to Domestic Preference requirements under **ITB** Clause 18.

7. Subcontracts

- 7.1. The Bidder may subcontract portions of the Project to the extent allowed by the Procuring Entity as stated herein, but in no case more than twenty percent (20%) of the Project.

The Procuring Entity has prescribed that:

- a. Subcontracting is not allowed.**

- 7.2. *[If Procuring Entity has determined that subcontracting is allowed during the bidding, state:]* The Bidder must submit together with its Bid the documentary requirements of the subcontractor(s) complying with the eligibility criteria stated in **ITB** Clause 5 in accordance with Section 23.4 of the 2016 revised IRR of RA No. 9184 pursuant to Section 23.1 thereof.
- 7.3. *[If subcontracting is allowed during the contract implementation stage, state:]* The Supplier may identify its subcontractor during the contract implementation stage. Subcontractors identified during the bidding may be changed during the implementation of this Contract. Subcontractors must submit the documentary requirements under Section 23.1 of the 2016 revised IRR of RA No. 9184 and comply with the eligibility criteria specified in **ITB** Clause 5 to the implementing or end-user unit.
- 7.4. Subcontracting of any portion of the Project does not relieve the Supplier of any liability or obligation under the Contract. The Supplier will be responsible for the acts, defaults, and negligence of any subcontractor, its agents, servants, or workmen as fully as if these were the Supplier's own acts, defaults, or negligence, or those of its agents, servants, or workmen.

8. Pre-Bid Conference

The Procuring Entity will hold a pre-bid conference for this Project on the specified date and time and either at its physical address and/or through videoconferencing/webcasting} as indicated in the Invitation to Bid.

9. Clarification and Amendment of Bidding Documents

Prospective bidders may request for clarification on and/or interpretation of any part of the Bidding Documents. Such requests must be in writing and received by the Procuring Entity, either at its given address or through electronic mail indicated in the **IB**, at least ten (10) calendar days before the deadline set for the submission and receipt of Bids.

10. Documents comprising the Bid: Eligibility and Technical Components

- 10.1. The first envelope shall contain the eligibility and technical documents of the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
- 10.2. The Bidder's SLCC as indicated in **ITB** Clause 5.3 should have been completed within *three (3) years* prior to the deadline for the submission and receipt of bids.
- 10.3. If the eligibility requirements or statements, the bids, and all other documents for submission to the BAC are in foreign language other than English, it must be accompanied by a translation in English, which shall be authenticated by the appropriate Philippine foreign service establishment, post, or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines. Similar to the required authentication above, for Contracting

Parties to the Apostille Convention, only the translated documents shall be authenticated through an apostille pursuant to GPPB Resolution No. 13-2019 dated 23 May 2019. The English translation shall govern, for purposes of interpretation of the bid.

11. Documents comprising the Bid: Financial Component

- 11.1. The second bid envelope shall contain the financial documents for the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
- 11.2. If the Bidder claims preference as a Domestic Bidder or Domestic Entity, a certification issued by DTI shall be provided by the Bidder in accordance with Section 43.1.3 of the 2016 revised IRR of RA No. 9184.
- 11.3. Any bid exceeding the ABC indicated in paragraph 1 of the **IB** shall not be accepted.
- 11.4. For Foreign-funded Procurement, a ceiling may be applied to bid prices provided the conditions are met under Section 31.2 of the 2016 revised IRR of RA No. 9184.

12. Bid Prices

- 12.1. Prices indicated on the Price Schedule shall be entered separately in the following manner:
 - a. For Goods offered from within the Procuring Entity's country:
 - i. The price of the Goods quoted EXW (ex-works, ex-factory, ex-warehouse, ex-showroom, or off-the-shelf, as applicable);
 - ii. The cost of all customs duties and sales and other taxes already paid or payable;
 - iii. The cost of transportation, insurance, and other costs incidental to delivery of the Goods to their final destination; and
 - iv. The price of other (incidental) services, if any, listed in e.
 - b. For Goods offered from abroad:
 - i. Unless otherwise stated in the **BDS**, the price of the Goods shall be quoted delivered duty paid (DDP) with the place of destination in the Philippines as specified in the **BDS**. In quoting the price, the Bidder shall be free to use transportation through carriers registered in any eligible country. Similarly, the Bidder may obtain insurance services from any eligible source country.

- ii. The price of other (incidental) services, if any, as listed in **Section VII (Technical Specifications)**.

13. Bid and Payment Currencies

- 13.1. For Goods that the Bidder will supply from outside the Philippines, the bid prices may be quoted in the local currency or tradeable currency accepted by the BSP at the discretion of the Bidder. However, for purposes of bid evaluation, Bids denominated in foreign currencies, shall be converted to Philippine currency based on the exchange rate as published in the BSP reference rate bulletin on the day of the bid opening.
- 13.2. Payment of the contract price shall be made in:
 - a. Philippine Pesos.

14. Bid Security

- 14.1. The Bidder shall submit a Bid Securing Declaration or any form of Bid Security in the amount indicated in the **BDS**, which shall be not less than the percentage of the ABC in accordance with the schedule in the **BDS**.
- 14.2. The Bid and bid security shall be valid for one hundred twenty (120) days . Any Bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

15. Sealing and Marking of Bids

Each Bidder shall submit one copy of the first and second components of its Bid.

The Procuring Entity may request additional hard copies and/or electronic copies of the Bid. However, failure of the Bidders to comply with the said request shall not be a ground for disqualification.

If the Procuring Entity allows the submission of bids through online submission or any other electronic means, the Bidder shall submit an electronic copy of its Bid, which must be digitally signed. An electronic copy that cannot be opened or is corrupted shall be considered non-responsive and, thus, automatically disqualified.

16. Deadline for Submission of Bids

- 16.1. The Bidders shall submit on the specified date and time and either at its physical address or through online submission as indicated in the Invitation to Bid

17. Opening and Preliminary Examination of Bids

- 17.1. The BAC shall open the Bids in public at the time, on the date, and at the place specified in the Invitation to Bid. The Bidders' representatives who are present shall sign a register evidencing their attendance. In case videoconferencing, webcasting or other similar technologies will be used, attendance of participants shall likewise be recorded by the BAC Secretariat.

In case the Bids cannot be opened as scheduled due to justifiable reasons, the rescheduling requirements under Section 29 of the 2016 revised IRR of RA No. 9184 shall prevail.

- 17.2. The preliminary examination of bids shall be governed by Section 30 of the 2016 revised IRR of RA No. 9184.

18. Domestic Preference

- 18.1. The Procuring Entity will grant a margin of preference for the purpose of comparison of Bids in accordance with Section 43.1.2 of the 2016 revised IRR of RA No. 9184.

19. Detailed Evaluation and Comparison of Bids

- 19.1. The Procuring BAC shall immediately conduct a detailed evaluation of all Bids rated "*passed*," using non-discretionary pass/fail criteria. The BAC shall consider the conditions in the evaluation of Bids under Section 32.2 of the 2016 revised IRR of RA No. 9184.

- 19.2. If the Project allows partial bids, bidders may submit a proposal on any of the lots or items, and evaluation will be undertaken on a per lot or item basis, as the case maybe. In this case, the Bid Security as required by **ITB** Clause 15 shall be submitted for each lot or item separately.

- 19.3. The descriptions of the lots or items shall be indicated in **Section VII (Technical Specifications)**, although the ABCs of these lots or items are indicated in the **BDS** for purposes of the NFCC computation pursuant to Section 23.4.2.6 of the 2016 revised IRR of RA No. 9184. The NFCC must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder.

- 19.4. The Project shall be awarded as follows:

Option 1 – One Project having several items that shall be awarded as one contract.

- 19.5. Except for bidders submitting a committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation, all Bids must include the NFCC computation pursuant to Section 23.4.1.4 of the 2016 revised IRR of RA No. 9184, which must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder. For bidders submitting

the committed Line of Credit, it must be at least equal to ten percent (10%) of the ABCs for all the lots or items participated in by the prospective Bidder.

20. Post-Qualification

- 20.1. Within a non-extendible period of five (5) calendar days from receipt by the Bidder of the notice from the BAC that it submitted the Lowest Calculated Bid.

21. Signing of the Contract

- 21.1. The documents required in Section 37.2 of the 2016 revised IRR of RA No. 9184 shall form part of the Contract. Additional Contract documents are indicated in the **BDS**.

Section III. Bid Data Sheet

Bid Data Sheet

ITB Clause	
5.3	For this purpose, contracts similar to the Project shall be: a. <i>A contract shall be considered "similar" to this contract to be bid if it involves goods for the same nature and complexity as those indicated in the Bid Proposal Form included in the documents for this contract to be bid</i> b. <i>completed within the last three (3) years prior to the deadline for the submission and receipt of bids.</i>
7.1	<i>Subcontracting is not allowed</i>
8	<i>Interested Bidders may opt to join the pre-bidding conference physically at the address provided in the Invitation to Bid or may join by means of webcasting/videoconferencing on the link to be provided.</i>
12	The price of the Goods shall be quoted 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: a. The amount of not less than <i>two percent (2%) of ABC</i>, if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or b. The amount of not less than <i>five percent (5%) of ABC</i> if bid security is in Surety Bond.
15	Sealing and Marking of Bids - Each copy of Technical Component and the Financial Component of the bid shall be similarly sealed in separate envelopes duly marking each envelope as "COPY NO. 1 – TECHNICAL COMPONENT" and "COPY NO. 1 – FINANCIAL COMPONENT" - The "ORIGINAL – TECHNICAL COMPONENT" envelope and the "COPY NO. 1 – TECHNICAL COMPONENT" envelope shall be sealed in one outer envelope marked "TECHNICAL COMPONENT" - The "ORIGINAL – FINANCIAL COMPONENT" envelope and the "COPY NO. 1 – FINANCIAL COMPONENT" envelope shall be sealed in one outer envelope marked "FINANCIAL COMPONENT" - The inner and outer envelopes of the Technical Component and the Financial Component of the bid(s) shall be marked in accordance with ITB Clause 15

	Each Bidder shall submit one (1) original and one (1) copy of the Technical Component and one (1) original and one (1) copy of the Financial Component of its bid.
19.3	<i>The Project will be awarded as one lot only with ceiling price of (Php 355,450.00</i>
20.1	<i>Printed copies of Electronically Filed and Paid Income Tax and Business Tax Returns with copies of their respective payment confirmation forms for the immediate preceding calendar/tax year from the authorized agent bank</i>

Section IV. General Conditions of Contract

1. Scope of Contract

This Contract shall include all such items, although not specifically mentioned, that can be reasonably inferred as being required for its completion as if such items were expressly mentioned herein. All the provisions of RA No. 9184 and its 2016 revised IRR, including the Generic Procurement Manual, and associated issuances, constitute the primary source for the terms and conditions of the Contract, and thus, applicable in contract implementation. Herein clauses shall serve as the secondary source for the terms and conditions of the Contract.

This is without prejudice to Sections 74.1 and 74.2 of the 2016 revised IRR of RA No. 9184 allowing the GPPB to amend the IRR, which shall be applied to all procurement activities, the advertisement, posting, or invitation of which were issued after the effectivity of the said amendment.

Additional requirements for the completion of this Contract shall be provided in the **Special Conditions of Contract (SCC)**.

2. Advance Payment and Terms of Payment

2.1. Advance payment of the contract amount is provided under Annex “D” of the revised 2016 IRR of RA No. 9184.

2.2. The Procuring Entity is allowed to determine the terms of payment on the partial or staggered delivery of the Goods procured, provided such partial payment shall correspond to the value of the goods delivered and accepted in accordance with prevailing accounting and auditing rules and regulations. The terms of payment are indicated in the **SCC**.

3. Performance Security

Within ten (10) calendar days from receipt of the Notice of Award by the Bidder from the Procuring Entity but in no case later than prior to the signing of the Contract by both parties, the successful Bidder shall furnish the performance security in any of the forms prescribed in Section 39 of the 2016 revised IRR of RA No. 9184

4. Inspection and Tests

The Procuring Entity or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Project.

All reasonable facilities and assistance for the inspection and testing of Goods, including access to drawings and production data, shall be provided by the Supplier to the authorized inspectors at no charge to the Procuring Entity.

5. Warranty

6.1. In order to assure that manufacturing defects shall be corrected by the Supplier, a warranty shall be required from the Supplier as provided under Section 62.1 of the 2016 revised IRR of RA No. 9184.

- 6.2. The Procuring Entity shall promptly notify the Supplier in writing of any claims arising under this warranty. Upon receipt of such notice, the Supplier shall, repair or replace the defective Goods or parts thereof without cost to the Procuring Entity, pursuant to the Generic Procurement Manual.

6. Liability of the Supplier

The Supplier's liability under this Contract shall be as provided by the laws of the Republic of the Philippines.

If the Supplier is a joint venture, all partners to the joint venture shall be jointly and severally liable to the Procuring Entity.

Section V. Special Conditions of Contract

Special Conditions of Contract

GCC Clause	
1	<i>The Delivery of goods shall be made within fifteen (15) calendar days from the receipt of the Notice to Proceed. Deliveries shall be made on Daily Basis in accordance with Week Cycle Schedule.</i> Delivery and Documents – For purposes of the Contract, “EXW,” “FOB,” “FCA,” “CIF,” “CIP,” “DDP” and other trade terms used to describe the obligations of the parties shall have the meanings assigned to them by the current edition of INCOTERMS published by the International Chamber of Commerce, Paris. The Delivery terms of this Contract shall be as follows: The delivery terms applicable to this Contract are delivered <i>to Schools Division Office-Quezon City</i>. Risk and title will pass from the Supplier to the Procuring Entity upon receipt and final acceptance of the Goods at their final destination.” Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in Section VI (Schedule of Requirements). For purposes of this Clause the Procuring Entity’s Representative at the Project Site is Supply Officer. Incidental Services – The Supplier is required to provide all of the following services, including additional services, if any, specified in Section VI. Schedule of Requirements: a. performance or supervision or maintenance and/or repair of the supplied Goods, for a period of time agreed by the parties, provided that this service shall not relieve the Supplier of any warranty obligations under this Contract; and
	The Contract price for the Goods shall include the prices charged by the Supplier for incidental services and shall not exceed the prevailing rates charged to other parties by the Supplier for similar services. Spare Parts – The Supplier is required to provide all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the Supplier: <i>Select appropriate requirements and delete the rest.</i>

	a. such spare parts as the Procuring Entity may elect to purchase from the Supplier, provided that this election shall not relieve the Supplier of any warranty obligations under this Contract; and b. in the event of termination of production of the spare parts: i. advance notification to the Procuring Entity of the pending termination, in sufficient time to permit the Procuring Entity to procure needed requirements; and ii. following such termination, furnishing at no cost to the Procuring Entity, the blueprints, drawings, and specifications of the spare parts, if requested. The spare parts and other components required are listed in Section VI (Schedule of Requirements) and the cost thereof are included in the contract price. The Supplier shall carry sufficient inventories to assure ex-stock supply of consumable spare parts or components for the Goods for a period of <i>[indicate here the time period specified. If not used indicate a time period of three times the warranty period]</i>. Spare parts or components shall be supplied as promptly as possible, but in any case, within <i>[insert appropriate time period]</i> months of placing the order.
	Packaging – The Supplier shall provide such packaging of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in this Contract. The packaging shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packaging case size and weights shall take into consideration, where appropriate, the remoteness of the Goods’ final destination and the absence of heavy handling facilities at all points in transit. The packaging, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified below, and in any subsequent instructions ordered by the Procuring Entity. The outer packaging must be clearly marked on at least four (4) sides as follows: Name of the Procuring Entity Name of the Supplier Contract Description Final Destination Gross weight Any special lifting instructions

	Any special handling instructions Any relevant HAZCHEM classifications
	A packaging list identifying the contents and quantities of the package is to be placed on an accessible point of the outer packaging if practical. If not practical the packaging list is to be placed inside the outer packaging but outside the secondary packaging. Transportation – Where the Supplier is required under Contract to deliver the Goods CIF, CIP, or DDP, transport of the Goods to the port of destination or such other named place of destination in the Philippines, as shall be specified in this Contract, shall be arranged and paid for by the Supplier, and the cost thereof shall be included in the Contract Price. Where the Supplier is required under this Contract to transport the Goods to a specified place of destination within the Philippines, defined as the Project Site, transport to such place of destination in the Philippines, including insurance and storage, as shall be specified in this Contract, shall be arranged by the Supplier, and related costs shall be included in the contract price.
	Where the Supplier is required under Contract to deliver the Goods CIF, CIP or DDP, Goods are to be transported on carriers of Philippine registry. In the event that no carrier of Philippine registry is available, Goods may be shipped by a carrier which is not of Philippine registry provided that the Supplier obtains and presents to the Procuring Entity certification to this effect from the nearest Philippine consulate to the port of dispatch. In the event that carriers of Philippine registry are available but their schedule delays the Supplier in its performance of this Contract the period from when the Goods were first ready for shipment and the actual date of shipment the period of delay will be considered force majeure. The Procuring Entity accepts no liability for the damage of Goods during transit other than those prescribed by INCOTERMS for DDP deliveries. In the case of Goods supplied from within the Philippines or supplied by domestic Suppliers risk and title will not be deemed to have passed to the Procuring Entity until their receipt and final acceptance at the final destination. Intellectual Property Rights – The Supplier shall indemnify the Procuring Entity against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the Goods or any part thereof.
2.2	The terms of payment shall be made after full delivery.”
4	The inspections and tests that will be conducted.

Section VI. Schedule of Requirements

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date of delivery to the project site.

Item No.	Description	Quantity	Total	Delivered, Days/Weeks
1	SALON TROLLEY/SUPPLY TRAY Multi-purpose Barber Cart: perfect for beauty, tatto, nail technician, pet groomers and other professional use Hair Rolling Cart with 4 swivel casters for convenient use and a push handle on the other end of the cart Top working area with 5 compartments/drawer and appliance holder such as two hair dyers Durable made of high quality plastic: Polypropylene Material Gross Weight approx: 5kg	<i>7 pcs.</i>		
2	Bidet Spray Dimension: 10 L x 3.5 W x 130 H cm Material Used: Stainless Product Inclusion: Tox and Screw, Spray Holder, Flexible Hose	<i>2 pcs.</i>		
3	SOFA SEAT/LOVE SEAT Two Seater: 134.5 W x 76D x 81H cm. Framing: Mahogany solid wood Lamination: Flex Foam Fixed Seat Cushion Syntex Inside Backrest and Armrest Urethane Outside Backrest and Armrest Back Type: Fixed Back Cushion	<i>1 pc.</i>		
4	MAKE UP KIT SET Multi-purpose All-in-One Essential Starter Kit Contains the following products(34pcs): 40 colors eyeshadow palette x 1 10 colors blush palette x 1 15 colors concealer palette x 1 Concealer stick x 1 Liquid Concealer x1 lipstick x 3 lip gloss x 4 Foundation x 1 Base Primer x 1 Lip Balm x 1 Eyelash clip x 1 Makeup sponge x 1 Mascara x 1 Glitter x 3 Eyebrow knife x 1 Eyebrow pencil x 1 Eyeliner x 1	<i>3 set</i>		

	makeup brushes x 10 Cosmetics Bag x 1			
5	FOLDABLE MASSAGE TABLE Aluminum frame Waterproof synthetic leather bedding Double-knobbed legs Equipped with headrest, armrests, front arm support, and face hole Comes with a carrying bag Measurements: L 186 x W 68 x H 68 cm	6 pcs.		
6	HAND DRYER 1150 – 1350 watts input power 60 meters/second air speed Brushed Motor 15-20 cm sensing distance IP13 waterproof Dimensions: (L)260 x (W)156 x (H)180mm 220-240V	1 pc.		
7	PORTABLE LAVATORY Aluminum frame PVC Board with Faucet Dimension: H-83cm, L-84 cm. D-45cm.	1 pc		
8	HAND SANITIZER DISPENSER 700ml capacity With liquid level window gauge With LED light indicator & secured power button With adjustable dispensing time (0.5, 1.0, 1.5, 2.0 & 2.5 seconds) for more liquid output Universal dispenser for alcohol, gel or liquid soap Powered by 6 x AA battery With key for locking top cover Supplied with bracket and screws Separate liquid tank sealed cover 304 Brushed stainless steel casing Dimensions: (L)100 x (W)110 x (H)220 mm	1 pc.		
9	ELECTRIC BOTTLE STEAM STERILIZER Main functions: steam sterilization, drying, hot food and warm milk The heating plate is non-sticky and easy to clean The body is made of food grade pp material Heating power: 600W Drying power: 180W Rated power supply: 220~50Hz Large touch LED screen, clear display and easy to operate Can hold 8-10 bottles	1 pc.		
10	ELECTRIC AIR POT Automatic boil and reboil function Dry-boiling protection system Stainless steel pot Detachable lid and Safety plug	1 pc.		

	Pilot lamp indicators With built-in thermal fuse 230V~ 60Hz 750W Capacity: 5 Liters 2 Way flexi water pump (Auto / Cup Switch)			
11	WATER DISPENSER Adjustable temperature controller 304 Stainless steel pipe connector 100% Copper magnetic winding 304 Stainless tank High Speed Cooling System Heating Capacity: 90°C 5L/h Cooling Capacity: 10°C 2L/h Wattage (Hot): 500 W, Wattage (Cold): 85 W, Rated Current: 2.5A Refrigerant: R134a/26g Weight 14 kg Dimensions 320 × 310 × 861 mm	1 pc.		
12	ELECTRIC KETTLE Glass and Stainless Steel Electric Kettle Cordless, Fast Boil, Overheat Protection, Swivel Base Heat resistant glass body Automatic switch off Boil dry safety cut-off Volume Capacity: 2L, Input Voltage 220V	1 pc.		
13	FOLDABLE DIAPER CHANGING TABLE 3 adjustable height levels Durable and Waterproof, Safety belt for baby Thick steel tubes with wheels and storage Maximum Load; 25kg	3 pcs.		
14	FLOOR RUBBER MAT 26 pcs alphabet A-Z puzzle crawling playmat Dimension: 30cm x 30cm x 1cm, Interlocking Quantity: Set of 26pcs A-Z (Random Color) Material: High quality EVA foam Feature: Anti-Slip, Moisture Proof, Shock-Absorbing, Good Resilience, and Soft	5 set		
15	LINEN HAMPER Size: L: 20" x W: 20" x H: 36" Made of heavy tubular steel mounted on 75mm 4 pieces swivel casters & with cover manual operate. Provided with canvass bag	3 pcs.		
16	BED LINEN Plain White Flatsheet, 100% Cotton Single Bedding Size	25 pcs.		
17	BED LINEN Bed Sheet and Pillow Case 1 pc. Bed Sheet -Fitted Shee, Single Bed. 39 x 78 inches 2 pcs. Pillow Case, 20 x 30 inches Cotton Blend Premium Softness and Comfort, breathable Durable and anti-wrinkle	25 set		

	Plain White			
18	BATH TOWEL SET Absorbent Soft Composition: Bath Towel, Hand Towel, Face Towel Sizes: Bath Towel: 27" x 55" Hand Towel: 13" x 30" Face Towel: 13" x 13" 100% US Cotton Color: White, Peach, Sage Green, Lemon Yellow, Dark Blue, Light Brown	25 set		
19	UNIVERSAL TRANSFER GAIT BELT High Quality Material Extensive Foam Padding to provide maximum comfort Easy use for care giver Supports the lumbar and relieves low back pressure and pain Good for waist size 24" to 46" Ideal for patients under Therapy Materials Composition: 30% Nylon, 23% Polyester, 16% Foam 13% POM, 10% Cotton	5 pcs.		
20	GAIT BELT WITH METAL BUCKLE 100% Cotton webbing construction is durable and comfortable for the patient Gait belt is designed to aid in walking or transferring fall risk patients - Adjustable up to 60" length Lightweight Gait Belt with good quality metal buckle Secure harness buckle - Easy to fast	5 pcs.		
21	PILLOW Material : Cotton Size : 18" x 28" It is filled with 100% fiber Covered with a brushed microfiber fabric Anti-Allergic	16 pcs.		
22	MOIST HEAT AND COLD PACK Reusable, economical and convenient Effective method of relief for arthritic pain, trauma, muscle and joint soreness Can be used for both heat therapy and cold therapy Can provide 30 minutes of therapeutic moist heat Can be heated in water, stove top or in a microwave When treatment is complete the hot packs can be stored in a plastic bag in the freezer Standard: 10x12 inch	2 pcs.		
23	DIGITAL THERMOMETER Infrared thermometer, non-contact temperature measurement 2 measurement mode: Forehead & Ear	10 pcs.		

	Measuring distance:1- 3cm Measuring range:32 .0C~43.0C Automatic shutdown:≤30 seconds Display resolution:0.1C Power supply:d.c.3v (2 AAA batteries) Display unit:Celsius (°C) 1 Fahrenheit (F)			
24	HOSPITAL BED Size: 78" x 35" x 21" 5 inches casters Double protection screw system P.P head and foot board Punching hole type bed board, high quality steel Aluminum guardrail With I.V.Drip High quality silence castor system With Mattress	<i>1 pc.</i>		
25	Aneroid Sphygmomanometer Blood Pressure BP Upper Arm Apparatus with Stethoscope Manual White enamel 300 mmHg no-pin stop manometer Chrome-plate brass air release valve Latex free cuff Stethoscope	10 set		
26	GLUCOMETER Blood Glucose Monitoring System Includes: Glucometer Machine Lancing Device 10 x Lancet Case Strips x 25 Autocoding Chip 360 Results with date & Time Average value 7,14,28days Alarm for testing schedule	<i>2 set</i>		
27	MULTI-FUNCTIONAL PATIENT CARE MANIKIN Female Whole Body Adult Material: PVC All the joints can move activity, the waist can bend, all parts are detachable. The model is made of Semi-Hard plastic, material is durable, using conveniently, can execute a variety of training nursing and simple operation.	<i>1 pc.</i>		
28	MULTI-FUNCTIONAL PATIENT CARE MANIKIN Male Whole Body Adult Material: PVC All the joints can move activity, the waist can bend, all parts are detachable.	<i>1 pc.</i>		

	The model is made of Semi-Hard plastic, material is durable, using conveniently, can execute a variety of training nursing and simple operation.			
29	BED FRAME, Premium Quality Walnut UV White Single Bed Frame Wood Type Dimensions Height 92 cm Width 196 cm Depth 96.7 cm	2 pcs.		
30	BED MATTRESS Single with cover Dimension: W30 x D4 x H75 inches Mattress Construction: Foam	2 pcs.		
31	CPR MANNEQUIN MODEL (Half Body) Adult CPR Mannequin with Monitor Professional Dark Skin Adult CPR-AED Training Mannequin Includes: 10 Face -Shield Lung Bags 2 "AA" batteries 4 anti-skid pads 1 nylon carrying bga Weight: 8.1 pounds Color: Medium Tone with LED Indicator Realistic looking manikin with a pinch-able nose and fully formed neck portion that allows for a carotid pulse check. Easy-to-insert lung bag speeds setup of the manikin. Realistic skin resists dirt, grime and grease. Adequate upper chest sizing facilitates AED training. Visual anatomy 'landmarks' such as a navel and ribcage allow for practice of the Heimlich maneuver and reinforce proper hand placement for quality CPR compressions. Head-tilt illustrates how to open the airway and allows each student to observe a true chest rise when proper head-tilt chin-lift technique is used. Clicker mechanism increases student's confidence in administering adequate compressions. Manikins are capable of being cleaned and decontaminated per CDC guidelines.	1 unit		
32	CPR MANNEQUIN MODEL (Half Body) Child CPR Mannequin with Monitor Professional Dark Skin Adult CPR-AED Training Mannequin Includes: 10 Face -Shield Lung Bags 2 "AA" batteries 4 anti-skid pads 1 nylon carrying bga Weight: 8.1 pounds Dimensions: 14" x 7" x 23" (for one manikin) Color: Medium Tone	1 unit		

	with LED Indicator Realistic looking manikin with a pinch-able nose and fully formed neck portion that allows for a carotid pulse check. Easy-to-insert lung bag speeds setup of the manikin. Realistic skin resists dirt, grime and grease. Adequate upper chest sizing facilitates AED training. Visual anatomy ‘landmarks’ such as a navel and ribcage allow for practice of the Heimlich maneuver and reinforce proper hand placement for quality CPR compressions. Head-tilt illustrates how to open the airway and allows each student to observe a true chest rise when proper head-tilt chin-lift technique is used. Clicker mechanism increases student’s confidence in administering adequate compressions. Manikins are capable of being cleaned and decontaminated per CDC guidelines.			
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Section VII. Technical Specifications

Technical Specifications

Item	Specification	Statement of Compliance
1	SALON TROLLEY/SUPPLY TRAY Multi-purpose Barber Cart: perfect for beauty, tatto, nail technician, pet groomers and other professional use Hair Rolling Cart with 4 swivel casters for convenient use and a push handle on the other end of the cart Top working area with 5 compartments/drawer and appliance holder such as two hair dyers Durable made of high quality plastic: Polypropylene Material Gross Weight approx: 5kg	
2	Bidet Spray Dimension: 10 L x 3.5 W x 130 H cm Material Used: Stainless Product Inclusion: Tox and Screw, Spray Holder, Flexible Hose	
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4	MAKE UP KIT SET Multi-purpose All-in-One Essential Starter Kit Contains the following products(34pcs): 40 colors eyeshadow palette x 1 10 colors blush palette x 1 15 colors concealer palette x 1 Concealer stick x 1 Liquid Concealer x1 lipstick x 3 lip gloss x 4 Foundation x 1 Base Primer x 1 Lip Balm x 1 Eyelash clip x 1 Makeup sponge x 1 Mascara x 1 Glitter x 3 Eyebrow knife x 1 Eyebrow pencil x 1 Eyeliner x 1 makeup brushes x 10 Cosmetics Bag x 1	
5	FOLDABLE MASSAGE TABLE Aluminum frame Waterproof synthetic leather bedding	

	Double-knobbed legs Equipped with headrest, armrests, front arm support, and face hole Comes with a carrying bag Measurements: L 186 x W 68 x H 68 cm	
6	HAND DRYER 1150 – 1350 watts input power 60 meters/second air speed Brushed Motor 15-20 cm sensing distance IP13 waterproof Dimensions: (L)260 x (W)156 x (H)180mm 220-240V	
7	PORTABLE LAVATORY Aluminum frame PVC Board with Faucet Dimension: H-83cm, L-84 cm. D-45cm.	
8	HAND SANITIZER DISPENSER 700ml capacity With liquid level window gauge With LED light indicator & secured power button With adjustable dispensing time (0.5, 1.0, 1.5, 2.0 & 2.5 seconds) for more liquid output Universal dispenser for alcohol, gel or liquid soap Powered by 6 x AA battery With key for locking top cover Supplied with bracket and screws Separate liquid tank sealed cover 304 Brushed stainless steel casing Dimensions: (L)100 x (W)110 x (H)220 mm	
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	Sizes: Bath Towel: 27" x 55" Hand Towel: 13" x 30" Face Towel: 13" x 13" 100% US Cotton Color: White, Peach, Sage Green, Lemon Yellow, Dark Blue, Light Brown	
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21	PILLOW Material : Cotton Size : 18" x 28" It is filled with 100% fiber Covered with a brushed microfiber fabric Anti-Allergic	
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	Display unit:Celsius (°C) 1 Fahrenheit (F)	
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Section VIII. Checklist of Technical and Financial Documents

Checklist of Technical and Financial Documents

I. TECHNICAL COMPONENT ENVELOPE

Class “A” Documents

Legal Documents

- ☐ (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages);
- ☐ (b) Registration certificate from Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives or its equivalent document;
and
- ☐ (c) Mayor’s or Business permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas;
and
- ☐ (d) Tax clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).

Technical Documents

- ☐ (f) Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid; **and**
- ☐ (g) Statement of the bidder’s Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Sections 23.4.1.3 and 23.4.2.4 of the 2016 revised IRR of RA No. 9184, within the relevant period as provided in the Bidding Documents; **and**
- ☐ (h) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission;
or
Original copy of Notarized Bid Securing Declaration; **and**
- ☐ (i) Conformity with the Technical Specifications, which may include production/delivery schedule, manpower requirements, and/or after-sales/parts, if applicable; **and**
- ☐ (j) Original duly signed Omnibus Sworn Statement (OSS);
and if applicable, Original Notarized Secretary’s Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.

Financial Documents

- ☐ (k) The Supplier’s audited financial statements, showing, among others, the Supplier’s 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 the date of bid submission; **and**

- (l) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC);
or
A committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation.

Class "B" Documents

- (m) If applicable, a duly signed joint venture agreement (JVA) in case the joint venture is already in existence;
or
duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.

Other documentary requirements under RA No. 9184 (as applicable)

- (n) *[For foreign bidders claiming by reason of their country's extension of reciprocal rights to Filipinos]* Certification from the relevant government office of their country stating that Filipinos are allowed to participate in government procurement activities for the same item or product.
- (o) Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.

25 FINANCIAL COMPONENT ENVELOPE

- (a) Original of duly signed and accomplished Financial Bid Form; **and**
- (b) Original of duly signed and accomplished Price Schedule(s).

