

PHILIPPINE BIDDING DOCUMENTS

**Procurement
of GOODS**

Government of the Republic of the
Philippines

CITY GOVERNMENT OF NAGA

Name of Project/Contract:
SUPPLY AND DELIVERY OF DRUGS AND MEDICINES (1 LOT)

Project/Contract Reference Number: 2025-012

**Sixth Edition
July 2020**

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.

Table of Contents

Glossary of Acronyms, Terms, and Abbreviations	4
Section I. Invitation to Bid.....	7
Section II. Instructions to Bidders.....	7
1. Scope of Bid	10
2. Funding Information.....	10
3. Bidding Requirements	10
4. Corrupt, Fraudulent, Collusive, and Coercive Practices.....	10
5. Eligible Bidders.....	10
6. Origin of Goods	11
7. Subcontracts	12
8. Pre-Bid Conference	12
9. Clarification and Amendment of Bidding Documents	12
10. Documents comprising the Bid: Eligibility and Technical Components	12
11. Documents comprising the Bid: Financial Component	12
12. Bid Prices	13
13. Bid and Payment Currencies	13
14. Bid Security	13
15. Sealing and Marking of Bids	14
16. Deadline for Submission of Bids	14
17. Opening and Preliminary Examination of Bids	14
18. Domestic Preference	14
19. Detailed Evaluation and Comparison of Bids	14
20. Post-Qualification	15
21. Signing of the Contract	15
Section III. Bid Data Sheet	15
Section IV. General Conditions of Contract.....	17
1. Scope of Contract	17
2. Advance Payment and Terms of Payment	17
3. Performance Security	17
4. Inspection and Tests	17
5. Warranty	18
6. Liability of the Supplier	18
Section V. Special Conditions of Contract	19
Section VI. Schedule of Requirements	22
Section VII. Technical Specifications	22
Section VIII. Checklist of Technical and Financial Documents	22
Error! Bookmark not defined.	

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

INVITATION TO BID FOR THE Supply and Delivery of Drugs and Medicines (1 Lot)

The City Government of Naga, through the CHO Account 5-02-03-070, intends to allocate **Thirteen Million Four Hundred Ninety-Five Thousand Sixty and 92/100 Pesos (₱ 13,495,060.92)** as the Approved Budget for the Contract (ABC) for the **Supply and Delivery of Drugs and Medicines (1 Lot)** for OPD consultation, prescription from CSWDO, CMO, and 27 Barangays. The Project/Contract Reference Number is 2025-012. Bids exceeding the ABC will be automatically rejected during bid opening.

Item No.	Qty.	Unit	Items	Approved Budget for the Contract (ABC)
	1	Lot	<p>Please refer to the attached document for comprehensive details regarding the quantities and descriptions of the required drugs and medicines.</p> <p>The first batch of deliveries must be completed, accepted, and inspected by April 2025, and the second batch by July 2025. All deliveries must strictly adhere to the quality standards and requirements outlined in the contract.</p> <p>each pharmaceutical product delivered must possess a valid Certificate of Product Registration (CPR) issued by the Philippine Food and Drug Administration (FDA), confirming that the product meets the necessary safety, quality, and efficacy standards.</p> <p>Upon successful completion and inspection of each batch, the winning bidder may submit claims for the actual deliveries made. Please note that any delays or non-compliance may result in penalties or rejection of the delivered goods.</p>	
			BATCH 1	8,871,409.60
			BATCH 2	4,623,651.32
			TOTAL APPROVED BUDGET FOR THE CONTRACT	13,495,060.92

Folder/Envelope Color: PURPLE

1. The City Government of Naga now invites bids for the above Procurement Project. Delivery of the Goods is required during the delivery period. Bidders should have completed, within five (5) years from the date of submission and receipt of bids, a

No.	Unit of Measure	Item Description	Quantity
3	Tab	Aciclovir 200mg	1,000
4	Tab	Aciclovir 400mg	1,000
5	Tab	Aciclovir 800mg	2,000
7	Tab	Allopurinol 100mg tab; ORAL	5,000
9	Tab	Amlodipine 5 mg tab (as besilate) : ORAL	200,000
10	Tab	Amlodipine 10 mg tab (as besilate) : ORAL	200,000
11	Cap	Amoxicillin 250 mg cap (as trihydrate) : ORAL	5,000
12	Cap	Amoxicillin 500 mg cap (as trihydrate) : ORAL	10,000
13	Bot	Amoxicillin 100 mg / ml granules / powder for drops (suspension) 15 ml (as trihydrate) : ORAL	144
14	Bot	Amoxicillin 250mg /5 ml granules/ pwdr for susp 60ml(as trihydrate):ORAL	720
15	Vial	Anti Rabies Serum (equine) 200 iu ml / 5 ml v1 (im) : INJ	100
16	Tab	Aspirin 80mg tablet: ORAL	5,000
19	Bot	Ascorbic Acid (Vit C) 100 mg / 5 ml syr 60 ml : ORAL	1,008
20	Tab	Atorvastatin Calcium 10mg Tab	6,000
23	Tab	Betahistine (as Hydrochloride/dihydrochloride) 16mg tablet	5,000
24	Tab	Betahistine (as Hydrochloride/dihydrochloride) 24mg Tablet	5,000
25	Tub	Betamethasone 0.1% 5g ointment ; Tube	300
26	Vial	Biphasic Isophane human insulin 70 / 30 (recombinant DNA) 70 %isophane susp. 30 % sol. insulin in 100 iu /ml 10mL v1 (IM,SC) : INJ	500
30	Tab	Calcium Carbonate 500mg Tablet	50,000
31	Tab	Captopril 25mg Tab	1,500
32	Tab	Carvedilol 6.25 mg tab : ORAL	50,000
33	Tab	Carvedilol 25 mg tab : ORAL	3,000
35	Bot	Cefalexin 250mg/5ml granules/pwdr for syr/susp60ml(as monohydrate):ORAL	432
39	Cap	Celecoxib 200 mg cap : ORAL	30,000
40	Tab	Cetirizine 10 mg tab (as dihydrochloride) : ORAL	26,000
41	Bot	Cetirizine 5 mg / 5 ml syrup 60 ml (as dihydrochloride) : ORAL	1,728
43	Tab	Cinnarizine 25 mg tab : ORAL	3,000
46	Tub	Clobetasol as (Propionate) Cream 0.05% 15g Tube	150
47	Tab	Clonidine 75mcg tablet; ORAL	1,000
49	Tab	Clopidogrel 75 mg tab : ORAL	150,000
51	Cap	Cloxacillin 500 mg cap (as sodium salt) : ORAL	10,000
52	Bot	Cloxacillin 250 mg / 5 ml powder for syr / susp 60 ml (as sodium salt) : O	432
54	Bot	Co Amoxiclav Susp 200mg/28.5mg/5ml 70ml	720
55	Bot	Co Amoxiclav Susp 400mg/57mg/5ml 70ml	432
56	Tab	Colchicine 500 mcg tab : ORAL	5,000
59	Tab	Dicycloverine (Dicyclomine)10mg Tablet	3,000
61	Tab	Digoxin 250 mcg (.25 mg) tab : ORAL	3,000
62	Cap	Diphenhydramine 25mg capsule; ORAL	500
66	Tab	Eperisone Hydrochloride 50mg tab; ORAL	3,000
68	Vial	Epoetin Alfa (Recombinant Human Erythropoetin)4000iu/mL 1mL soln for injecrtion vial	400
70	Tab	Finasteride 5mg Tab	4,000
72	Bot	Ferrous Sulfate (equiv to 15mg elemental Iron)/0.6mL , 15mL Oral Drops	648
73	Bot	Ferrous Sulfate (equiv to 30mg elemental Iron)/5mL , 60mL Oral Syrup	72
75	Tab	Ferrous Sulfate + Folic Acid 60mg +400mcg coated tablet: ORAL	650,000
79	Tab	Furosemide 40mg tab; ORAL	1,500
82	Cap	Gabapentin 300mg cap: ORAL	500
86	Tub	Hydrocortisone Cream 1% w/w (10mg/ g) 15g	150
87	Tab	Hyoscine 10 mg tab (as N.butylbromide) : ORAL	5,000
90	Softgel cap	Iodized Oil Fluid 500mg (equiv to 200mg elemental iodine)	3,000
91	Tab	Irbesartan 150mg tablet: ORAL	5,000

No.	Unit of Measure	Item Description	Quantity
92	Pen	Insulin Glargine Pen 100iu/mL 3mL prefilled pen	800
95	Tab	Ketoanalogue+ Essential amino acids tablet	40,000
96	Tub	Ketoconazole 20mg/ g(2%w/w)15g cream Aluminum collapsible tube	200
113	Tab	Metoclopramide 10mg tablet: ORAL	1,000
115	Tab	Montelukast 4mg tablet (as sodium salt) : chewable	200
116	Tab	Montelukast 10 mg tab (as sodium salt) : ORAL	1,000
118	Bot	Multivitamins / ml drops 15mL: ORAL	288
119	Bot	Multivitamin / 5 ml syp60mL : ORAL	2,160
120	Tub	Mupirocin 2 % 15 g : cream	600
122	Bot	Nystatin 100,000 units/mL 30mL Oral Susp. Bottle	30
123	Bot	Ofloxacin Eye Drops Solution 0.3% 5mL Bottle	100
124	Bot	Ofloxacin Ear Drops Solution 0.3% 5mL Bottle	100
126	Tab	Paracetamol 500mg tablet: ORAL	20,000
127	Bot	Paracetamol 100 mg / ml drops 15 ml (alcohol free) : ORAL	288
128	Bot	Paracetamol 120 mg / 5 ml (125 mg / 5 ml) syr / susp 60 ml (alcohol free) : ORAL	288
129	Bot	Paracetamol 250mg / 5 ml syr / susp 60 ml (alcohol free) : ORAL	1,440
130	Vial	Peicillin G Bemzathine 1,200,000iu vial (MR, IM) (Benzathine Benzylpenicillin)	100
133	Tab	Prednisone 20 mg tab : ORAL	1,000
135	Vial	Rabies Vaccine Chick Embryo cell (purified,inactivated) lyophilized powder,2.5 iu / ml 1 dose vl + 1 ml diluent (iv.im) : INJ	1,000
136	Softgel cap	Retinol (Vitamin A) (as palmitate) 100,000IU soft gel capsule	2,600
137	Softgel cap	Retinol (Vitamin A) (as palmitate) 200,000IU soft gel capsule	43,300
139	Tab	Rosuvastatin Calcium 20 mg tab : ORAL	6,000
141	Tab	Salbutamol 2 mg tab (as sulfate) : ORAL	500
142	Tab	Simvastatin 20mg tablet: ORAL	8,000
143	Tab	Simvastatin 40mg tablet: ORAL	8,000
144	Tub	Silver Sulfadiazine 1%25g cream;TUBE	100
145	Tab	Sodium bicarbonate 650mg Tab: ORAL	2,000
148	Tab	Tamsulosin 400mcg : ORAL	15,000
149	Tab	Telmisartan 40mg tab: ORAL	5,000
150	Tab	Telmisartan 80mg tab: ORAL	2,000
151	Vial	Tetanus Immunoglobulin (human) 250 iu/ml, 1 ml prefilled syringe (IM) : INJ	30
152	Amp	Tetanus Toxoid 0.5 ml amp (IM) : INJ	1,000
153	Tub	Tobramycin Eye Ointment 0.3%, 3.5g tube	50
154	Tab	Tramadol 50mg capsule	500
156	Tab	Trimetazidine 35mg tablet: ORAL	100,000
163	Bot	Zinc (Equivalent to 20mg elementalzinc/mL) Syrup 60mL, (as Sulfate monohydrate)	576
		<p>Bidders are hereby informed that the first batch of delivery must be completed, accepted, and inspected by April 2025. As part of regulatory compliance, all medicines delivered must have a valid Certificate of Product Registration (CPR) to ensure they are legally approved, safe, and effective. The CPR will be used for product validation during inspection to prevent the acceptance of unregistered or substandard medicines. Any delays, non-compliance, or failure to provide the required documentation may result in penalties or rejection of the delivered goods.</p>	

No.	Unit of Measure	Item Description	Quantity
1	Sachet	Acetylcysteine 200mg Oral Powder : ORAL	2,000
2	Sachet	Acetylcysteine 600mg Oral Powder : ORAL	6,000
6	Tab	Albendazole Chewable Tablet	50,000
8	Tab	Allopurinol 300mg tab; ORAL	500
17	Amp	Anti Tetanus Serum (equine) 1500 iu /0.7 ml 0.7 ml vl / amp (im) : INJ	100
18	Tab	Ascorbic Acid (Vit C)500mg Tablet : ORAL	5,000
21	Tab	Atorvastatin Calcium 20mg Tab	100,000
22	Tab	Atorvastatin Calcium 40mg Tab	100,000
27	Tab	Bisacodyl 5mg tab: ORAL	200
28	Neb	Budesonide Nabule Resp Solution 250mcg/mL 2mL	600
29	Tab	Butamirate 50 mg MR/SRtab (as citrate) : ORAL	5,000
34	Bot	Cefalexin 100mg/ml granules/pwdr for drops 15ml(as monohydrate):ORAL	288
36	Tab	Cefuroxime 500 mg tab (as axetil) : ORAL	5,000
37	Bot	Cefuroxime 125 mg / 5 ml granules for susp, 50 ml : ORAL	432
38	Bot	Cefuroxime 250 mg / 5 ml granules for susp, 50 ml : ORAL	432
42	Tab	Cilostazole 50mg tablet	200
44	Bot	Clindamycin 75mg/ ml 60ml oral suspension : ORAL	144
45	Cap	Clindamycin 300 mg cap (as hydrochloride) : ORAL	5,000
48	Tab	Clonidine 150mcg tablet; ORAL	100
50	Tub	Clotrimazole Topical Cream 1% (10mg/g) 10g cream Tube	150
53	Tab	Co Amoxiclav (Amoxicillin+potassium clavulanate) 500 mg + 125mg per tablet	30,000
57	Bot	Cotrimoxazole (sulfamethoxazole + trimethoprim) 200 mg + 40 mg / 5 ml susp 60 ml : ORAL	72
58	Tab	Diclofenac Sodium 50mg tablet	300
60	Bot	Dicycloverine / Dicyclomine 10 mg / 5 ml syr 60 ml (as hydrochloride) : ORAL	144
63	Tab	Domperidone 10mg tab; ORAL	200
64	Tab	Enalapril 5mg Tab	200
65	Tab	Enalapril 20mg Tab	200
67	Amp	Epinephrine 1mg/mL 1mL Ampoule	200
69	Tab	Erythromycin 500mg tab(as stearate): ORAL	300
71	Cap	Fenofibrate 160mg Tab: ORAL	300
74	Tab	Ferrous Sulfate 60mg tablet: ORAL	20,000
76	Cap	Fluconazole 200mg Capsule	500
77	Tub	Fluocinonide 0 .05% 15 g tube : CREAM	300
78	Tab	Furosemide 20mg tab; ORAL	1,000
80	Tub	Fusidic Acid 2%/5g; tube	30
81	Cap	Gabapentin 100mg cap: ORAL	3,000
83	Tab	Gliclazide 30mg tab : ORAL (Modified Release)	3,000
84	Tab	Gliclazide 60mg tab : ORAL (Modified Release)	12,000
85	Tab	Gliclazide 80 mg tab : ORAL	5,000
88	Bot	Ibuprofen 100mg / 5ml , 60ml ; ORAL for suspension	144
89	Tab	Ibuprofen 200mg Tablet: ORAL	4,000
93	Tab	Isosorbide-5- Mononitrate 30mg ; MR: ORAL	1,000
94	Tab	Isosorbide-5- Mononitrate 60mg ; MR: ORAL	1,000
97	Tab	Lagundi (Vitex Negndo)300mg tab	500
98	Tab	Lagundi (Vitex Negndo)600mg tab	500
99	Bot	Lagundi (Vitex Negndo)300mg/5mL 60mL	288
100	Tab	Levofloxacin 500mg Tablet	1,000
101	Tab	Levothyroxine 50mg Tablet	200
102	Tab	Levothyroxine 100mg Tablet	200
103	Tab	Levothyroxine 150 mg Tablet	200
104	Cap	Loperamide 2mg capsule: ORAL	500
105	Tab	Losartan 50 mg tab (as potassium salt) : ORAL	250,000
106	Tab	Losartan 100 mg tab (as potassium salt) : ORAL	100,000
107	Tab	Mebendazole 500mg Tab	100
108	Cap	Mefenamic Acid 250 mg cap : ORAL	3,000
109	Cap	Mefenamic Acid 500 mg cap : ORAL	15,000
110	Tab	Metformin 500 mg tab / film coated tab (as hydrochloride) : ORAL	15,000
111	Tab	Methimazole (Thiamazole) 5mg Tablet	500
112	Tab	Metoprolol 50mg tablet: ORAL;	1,000
114	Tab	Metronidazole 500 mg tab : ORAL	1,000

No.	Unit of Measure	Item Description	Quantity
117	Cap	Multivitamin cap : ORAL	100,000
121	Tab	Naproxen 550mg (equiv to 500mg Naproxen tablet ; ORAL	300
125	Cap	Omeprazole 40mg capsule; ORAL	5,000
131	Tab	Prednisone 5 mg tab : ORAL	500
132	Tab	Prednisone 10 mg tab : ORAL	500
134	Bot	Prednisone 10mg/ 5ml 60ml : ORAL suspension	24
138	Tab	Rosuvastatin Calcium 10 mg tab : ORAL	3,000
140	Bot	Salbutamol 2 mg / 5 ml syp 60 ml (as sulfate) : ORAL	432
146	Tab	Spirinolactone 25mg Tab	500
147	Tab	Spirinolactone 50mg Tab	300
155	Cap	Tranexamic Acid 500 mg cap : ORAL	4,000
157	Tab	Ursodeoxycholic Acid 250mg Tablet/Capsule	300
158	Tab	Ursodeoxycholic Acid 500mg Tablet	300
159	Cap	Vitamin B1B6B12 100 mg 5 mg 50 mcg / tab : ORAL	100,000
160	Tab	Vitamin B1B6B12 100 mg 5 mg 50 mcg /cap : ORAL	10,000
161	Tab	Warfarin (as Sodium Salt) 2.5mg Tab	200
162	Tab	Warfarin (as Sodium Salt) 5mg Tab	200
		<p>Bidders are hereby informed that the first batch of delivery must be completed, accepted, and inspected by July 2025. As part of regulatory compliance, all medicines delivered must have a valid Certificate of Product Registration (CPR) to ensure they are legally approved, safe, and effective. The CPR will be used for product validation during inspection to prevent the acceptance of unregistered or substandard medicines. Any delays, non-compliance, or failure to provide the required documentation may result in penalties or rejection of the delivered goods.</p>	

contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).

2. Bidding will be conducted through open competitive bidding procedures using a non-discretionary “pass/fail” criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

Bidding is open to all interested bidders, whether local or foreign, subject to the conditions for eligibility provided in the 2016 revised IRR of RA No. 9184.

3. Prospective Bidders may obtain further information from the Local Government Unit of Naga City and inspect the Bidding Documents at the BAC Secretariat Office, Room 208, Second Floor, City Hall Building, City Hall Compound from 8:00AM to 5:00PM. The 6th edition of the Philippine Bidding Documents (PBDs) will be used.
4. A complete set of Bidding Documents may be acquired by interested Bidders on Friday, February 21, 2024 to Thursday, March 13, 2025 from the BAC Secretariat Office, Room 107 Ground Floor, City Hall Building, City Hall Compound and may be downloaded at websites, naga.gov.ph and www.philgeps.gov.ph and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of Twenty Five Thousand (**P 25,000.00**) Pesos. The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person during the dropping of bids.
5. The City Government of Naga will hold a **Pre-Bid Conference** on Monday, March 3, 2025, at 3:00 PM at the City Procurement Office, Ground Floor, City Hall Building, City Hall Compound, which shall be open to prospective bidders.
6. Bids must be duly received by the BAC Secretariat through manual submission at the City Procurement Office, Ground Floor, City Hall Building, City Hall Compound, on or before 3:00PM on Thursday, March 13, 2025. Late bids shall not be accepted.
7. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 14.
8. **Bid opening** shall be on Thursday, March 13, 2025, 3:00PM at the City Procurement Office, Ground Floor, City Hall Building, City Hall Compound. Bids will be opened in the presence of the bidders’ representatives who choose to attend the activity.
9. Additional information:
 - a) An Annual Registration Fee of Three Thousand (P 3,000.00) Pesos is required.
 - b) Forms in the PBD should be used in submitting proposals and should remain unaltered.
 - c) Bidders are strongly encouraged to download the digital copy of the Bid Documents utilizing the PhilGEPS DRL facility.

11. The City Government of Naga reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.

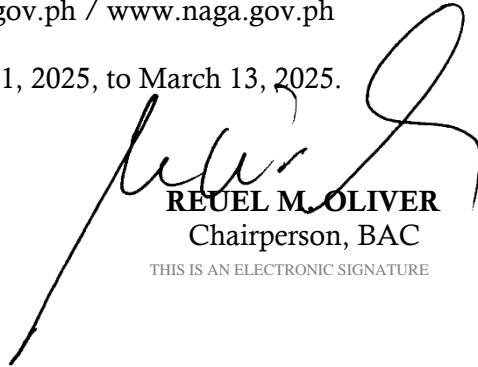
12. For further information, please refer to:

Mr. REUEL M. OLIVER
CGDH I and BAC Chairperson

1st Floor City Hall Building, City Hall Compound, J. Miranda Avenue
Concepcion Pequena, Naga City 4400
Mobile Number: +63 9189099783
Email address: bac@naga.gov.ph, ncib@naga.gov.ph
Website: www.naga.gov.ph

13. For downloading of bidding documents, you may visit the following websites: www.philgeps.gov.ph / www.naga.gov.ph

Date of Issue: February 21, 2025, to March 13, 2025.



REUEL M. OLIVER
Chairperson, BAC
THIS IS AN ELECTRONIC SIGNATURE

Section II. Instructions to Bidders

1. Scope of Bid

The Procuring Entity, City Government of Naga wishes to receive Bids for **Supply and Delivery of Drugs and Medicines (1 Lot)**, with Project Identification Number /Contract Reference Number: **2025-012**.

The Procurement Project (referred to herein as “Project”) is composed of 1 item, 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 Year 2025 in the amount of **Thirteen Million Four Hundred Ninety-Five Thousand Sixty and 92/100 (₱ 13,495,060.92)** Pesos.

2.2. The source of funding is CHO 5-02-03-070.

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.

Foreign ownership limited to those allowed under the rules may participate in this Project.

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 Non-expendable Supplies and Services: The Bidder must have completed a single contract that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC.
- b. 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.
- c. For procurement where the Procuring Entity has determined, after the conduct of market research, that imposition of either (a) or (b) will likely result to failure of bidding or monopoly that will defeat the purpose of public bidding; the Bidder should comply with the following requirements:
 - i. Completed at least two (2) similar contracts, the aggregate amount of which should be equivalent to at least fifty percent (50%) in the case of non-expendable supplies and services or twenty-five percent (25%) in the case of expendable supplies] of the ABC for this Project; and
 - ii. The largest of these similar contracts must be equivalent to at least half of the percentage of the ABC as required above.

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: Subcontracting is not allowed.

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 the **City Procurement Office, Ground Floor, City Hall Building, City Hall Compound, Naga City**, as indicated in paragraph 6 of the **IB**.

9. Clarification and Amendment of Bidding Documents

Prospective bidders may request 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 five (5) 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 the **BDS**.
 - 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 the **BDS**.

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: Philippine Pesos.

14. Bid Security

- 14.1. The Bidder shall submit a Bid Securing Declaration¹ 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**.

¹ In the case of Framework Agreement, the undertaking shall refer to entering into contract with the Procuring Entity and furnishing of the performance security or the performance securing declaration within ten (10) calendar days from receipt of Notice to Execute Framework Agreement.

- 14.2. The Bid and bid security shall be valid within one hundred twenty (120) calendar days from date of opening of bids. 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 paragraph 7 of the **IB**.

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 paragraph 9 of the **IB**. 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 Entity's 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 14 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 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

- 20.2. 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, the Bidder shall submit its latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment System (eFPS) and other appropriate licenses and permits required by law and stated in the **BDS**.

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

ITB Clause	
5.3	<p>For this purpose, contracts similar to the Project shall be:</p> <p>Drugs and Medicines and other related procurement activities.</p> <p>Completed within five (5) years prior to the deadline for the submission and receipt of bids.</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 of not less than P 269,999.27 [equivalent to 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 of not less than P 674,998.18 [equivalent to five percent (5%) of ABC] if bid security is in Surety Bond.</p>

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 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 specifications at no extra cost to the Procuring Entity in accordance with the Generic Procurement Manual. In addition to tests in the **SCC, Section VII (Technical Specifications)** shall specify what inspections and/or tests the Procuring Entity requires, and where they are to be conducted. The Procuring Entity shall notify the Supplier in writing, in a timely manner, of the identity of any representatives retained for these purposes.

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

5.1 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.

5.2 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	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 the Contract are DDP delivered in Naga City. In accordance with INCOTERMS.”
	“The delivery terms applicable to this Contract are delivered in Naga City. 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 Dr. Ronaldo T. Amoranto, MD
	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 of on-site assembly and/or start-up of the supplied Goods;
	b. furnishing of tools required for assembly and/or maintenance of the supplied Goods;
	c. furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied Goods;
	d. 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
	e. training of the Procuring Entity’s personnel, at the Supplier’s plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied Goods.
	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:
	1. 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

	2. 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 costs 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.
	Spare parts or components shall be supplied as promptly as possible.
	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: Local Government Unit of Naga City
	Name of the Supplier
	Contract Description: Supply and Delivery of Drugs and Medicines
	Final Destination: CHO, Naga City
	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.
4	The inspections and tests will be conducted by the: GSO, CBO, End-User
	Terms of Payment – Supplier may claim for progress billing on every completed, inspected, and accepted delivery as indicated in the delivery period as stated in the Invitation to Bid. Attached with the delivery receipt, the supplier is to issue and submit a statement of account to the procuring unit for progress payment processing within 30 days.

Section VI. Schedule of Requirements

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

Item Number	Description	Quantity	Total	Delivered, Days/Weeks/Months
	Supply and Delivery of Drugs and Medicines (1 Lot)	1		30 Calendar Days

Section VII. Technical Specifications

Technical Specifications

Item	Specification	Statement of Compliance
		<p>[Bidders must state here either “Comply” or “Not Comply” against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of “Comply” or “Not Comply” must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer’s un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidder’s statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the applicable laws and issuances.]</p>
	Supply and Delivery of Drugs and Medicines (1 Lot)	

BILL OF QUANTITIES

Supply and Delivery of Drugs and Medicines

Contract Reference Number: 2025-012
For Goods Offered From Within the Philippines

Name of Bidder _____

Invitation to Bid Number 2025-012

1	2	3	4		5	6	7	8	9	10
Item	Description	Country of Origin	Qty	Unit	Unit price EXW per item	Transportation and all other costs incidental to delivery, per item	Sales and other taxes payable if Contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Price, per unit (col 5+6+7+8)	Total Price delivered Final Destination (col 9) x (col 4)
	Aciclovir 200mg		1,000							
	Aciclovir 400mg		1,000							
	Aciclovir 800mg		2,000							
	Allopurinol 100mg tab; ORAL		5,000							
	Amlodipine 5 mg tab (as besilate) : ORAL		200,000							
	Amlodipine 10 mg tab (as besilate) : ORAL		200,000							
	Amoxicillin 250 mg cap (as trihydrate) : ORAL		5,000							
	Amoxicillin 500 mg cap (as trihydrate) : ORAL		10,000							
	Amoxicillin 100 mg / ml granules / powder for drops (suspension) 15 ml (as trihydrate) : ORAL		144							
	Amoxicillin 250mg /5 ml granules/ pwdr for susp 60ml (as trihydrate):ORAL		720							
	Anti Rabies Serum (equine) 200 iu ml / 5 ml v1 (im) : INJ		100							
	Aspirin 80mg tablet: ORAL		5,000							
	Ascorbic Acid (Vit C) 100 mg / 5 ml syr 60 ml : ORAL		1,008							
	Atorvastatin Calcium 10mg Tab		6,000							
	Betahistine (as Hydrochloride/dihydrochloride) 16mg tablet		5,000							
	Betahistine (as Hydrochloride/dihydrochloride) 24mg Tablet		5,000							
	Betamethasone 0.1% 5g ointment ; Tube		300							
	Biphasic Isophane human insulin 70 / 30 (recombinant DNA) 70 %isophane susp. 30 % sol. insulin in 100 iu /ml 10mL v1 (IM,\$C) : INJ		500							

Calcium Carbonate 500mg Tablet	50,000							
Captopril 25mg Tab	1,500							
Carvedilol 6.25 mg tab : ORAL	50,000							
Carvedilol 25 mg tab : ORAL	3,000							
Cefalexin 250mg/5ml granules/pwdr for syr/susp60ml (as monohydrate):ORAL	432							
Celecoxib 200 mg cap : ORAL	30,000							
Cetirizine 10 mg tab (as dihydrochloride) : ORAL	26,000							
Cetirizine 5 mg / 5 ml syrup 60 ml (as dihydrochloride) : ORAL	1,728							
Cinnarizine 25 mg tab : ORAL	3,000							
Clobetasol as (Propionate) Cream 0.05% 15g Tube	150							
Clonidine 75mcg tablet; ORAL	1,000							
Clopidogrel 75 mg tab : ORAL	150,000							
Cloxacillin 500 mg cap (as sodium salt) : ORAL	10,000							
Cloxacillin 250 mg / 5 ml powder for syr / susp 60 ml (as sodium salt) : ORAL	432							
Co Amoxiclav Susp 200mg/28.5mg/5ml 70ml	720							
Co Amoxiclav Susp 400mg/57mg/5ml 70ml	432							
Colchicine 500 mcg tab : ORAL	5,000							
Dicycloverine (Dicyclomine)10mg Tablet	3,000							
Digoxin 250 mcg (.25 mg) tab : ORAL	3,000							
Diphenhydramine 25mg capsule; ORAL	500							
Eperisone Hydrochloride 50mg tab; ORAL	3,000							
Epoetin Alfa (Recombinant Human Erythropoetin)4000iu/mL 1mL soln for injecrtion vial	400							
Finasteride 5mg Tab	4,000							
Ferrous Sulfate (equiv to 15mg elemental Iron)/0.6mL , 15mL Oral Drops	648							
Ferrous Sulfate (equiv to 30mg elemental Iron)/5mL , 60mL Oral Syrup	72							
Ferrous Sulfate + Folic Acid 60mg +400mcg coated tablet: ORAL	650,000							
Furosemide 40mg tab; ORAL	1,500							
Gabapentin 300mg cap: ORAL	500							
Hydrocortisone Cream 1% w/w (10mg/ g) 15g	150							
Hyoscine 10 mg tab (as N.butylbromide) : ORAL	5,000							
Iodized Oil Fluid 500mg (equiv to 200mg elemental iodine)	3,000							
	5,000							

Irbesartan 150mg tablet: ORAL	800							
Insulin Glargine Pen 100iu/mL 3mL prefilled pen	40,000							
Ketoanalogue+ Essential amino acids tablet	200							
Ketoconazole 20mg/ g(2%w/w)15g cream Aluminum collapsible tube	1,000							
Metoclopramide 10mg tablet: ORAL	200							
Montelukast 4mg tablet (as sodium salt) : chewable	1,000							
Montelukast 10 mg tab (as sodium salt) : ORAL	288							
Multivitamins / ml drops 15mL: ORAL	2,160							
Multivitamin / 5 ml syp60mL : ORAL	600							
Mupirocin 2 % 15 g : cream	30							
Nystatin 100,000 units/mL 30mL Oral Susp. Bottle	100							
Ofloxacin Eye Drops Solution 0.3% 5mL Bottle	100							
Ofloxacin Ear Drops Solution 0.3% 5mL Bottle	20,000							
Paracetamol 500mg tablet: ORAL	288							
Paracetamol 100 mg / ml drops 15 ml (alcohol free) : ORAL	288							
Paracetamol 120 mg / 5 ml (125 mg / 5 ml) syr / susp 60 ml (alcohol free) : ORAL	1,440							
Paracetamol 250mg / 5 ml syr / susp 60 ml (alcohol free) : ORAL	100							
Peicillin G Bemzathine 1,200,000iu vial (MR, IM) (Benzathine Benzylpenicillin)	1,000							
Prednisone 20 mg tab : ORAL	1,000							
Rabies Vaccine Chick Embryo cell (purified,inactivated) lyophilized powder,2.5 iu / ml 1 dose v1 + 1 ml diluent (iv.im) : INJ	2,600							
Retinol (Vitamin A) (as palmitate) 100,000IU soft gel capsule	43,300							
Retinol (Vitamin A) (as palmitate) 200,000IU soft gel capsule	6,000							
Rosuvastatin Calcium 20 mg tab : ORAL	500							
Salbutamol 2 mg tab (as sulfate) : ORAL	8,000							
Simvastatin 20mg tablet: ORAL	8,000							
Simvastatin 40mg tablet: ORAL	100							
Silver Sulfadiazine 1%25g cream;TUBE	2,000							
Sodium bicarbonate 650mg Tab: ORAL	15,000							
Tamsulosin 400mcg : ORAL	5,000							
Telmisartan 40mg tab: ORAL	2,000							
Telmisartan 80mg tab: ORAL	30							
Tetanus Immunoglobulin (human) 250 iu/ml, 1 ml prefilled syringe (IM) : INJ	1,000							

Tetanus Toxoid 0.5 ml amp (IM) : INJ	50
Tobramycin Eye Ointment 0.3%, 3.5g tube	500
Tramadol 50mg capsule	100,000
Trimetazidine 35mg tablet: ORAL	576
Zinc (Equivalent to 20mg elementalzinc/mL) Syrup 60mL, (as Sulfate monohydrate)	

SECOND BATCH

Acetylcysteine 200mg Oral Powder : ORAL	2,000
Acetylcysteine 600mg Oral Powder : ORAL	6,000
Albendazole Chewable Tablet	50,000
Allopurinol 300mg tab; ORAL	500
Anti Tetanus Serum (equine) 1500 iu /0.7 ml 0.7 ml v1 / amp (im) : INJ	100
Ascorbic Acid (Vit C)500mg Tablet : ORAL	5,000
Atorvastatin Calcium 20mg Tab	100,000
Atorvastatin Calcium 40mg Tab	100,000
Bisacodyl 5mg tab: ORAL	200
Budesonide Nabule Resp Solution 250mcg/mL 2mL	600
Butamirate 50 mg MR/SRtab (as citrate) : ORAL	5,000
Cefalexin 100mg/ml granules/pwdr for drops 15ml (as monohydrate):ORAL	288
Cefuroxime 500 mg tab (as axetil) : ORAL	5,000
Cefuroxime 125 mg / 5 ml granules for susp, 50 ml : ORAL	432
Cefuroxime 250 mg / 5 ml granules for susp, 50 ml : ORAL	432
Cilostazole 50mg tablet	200
Clindamycin 75mg/ ml 60ml oral suspension : ORAL	144
Clindamycin 300 mg cap (as hydrochloride) : ORAL	5,000
Clonidine 150mcg tablet; ORAL	100
Clotrimazole Topical Cream 1% (10mg/g) 10g cream Tube	150
Co Amoxiclav (Amoxicillin+potassium clavulanate) 500 mg + 125mg per tablet	30,000
Cotrimoxazole (sulfamethoxazole + trimethoprim) 200 mg + 40 mg / 5 ml susp 60 ml : ORAL	72
Diclofenac Sodium 50mg tablet	300

Dicycloverine / Dicyclomine 10 mg / 5 ml syr 60 ml (as hydrochloride) : ORAL	144								
Domperidone 10mg tab; ORAL	200								
Enalapril 5mg Tab	200								
Enalapril 20mg Tab	200								
Epinephrine 1mg/mL 1mL Ampoule	200								
Erythromycin 500mg tab(as stearate): ORAL	300								
Fenofibrate 160mg Tab: ORAL	300								
Ferrous Sulfate 60mg tablet: ORAL	20,000								
Fluconazole 200mg Capsule	500								
Fluocinonide 0 .05% 15 g tube : CREAM	300								
Furosemide 20mg tab; ORAL	1,000								
Fusidic Acid 2%/5g; tube	30								
Gabapentin 100mg cap: ORAL	3,000								
Gliclazide 30mg tab : ORAL (Modified Release)	3,000								
Gliclazide 60mg tab : ORAL (Modified Release)	12,000								
Gliclazide 80 mg tab : ORAL	5,000								
Ibuprofen 100mg / 5ml , 60ml ; ORAL for suspension	144								
Ibuprofen 200mg Tablet: ORAL	4,000								
Isosorbide-5- Mononitrate 30mg ; MR: ORAL	1,000								
Isosorbide-5- Mononitrate 60mg ; MR: ORAL	1,000								
Lagundi (Vitex Negndo)300mg tab	500								
Lagundi (Vitex Negndo)600mg tab	500								
Lagundi (Vitex Negndo)300mg/5mL 60mL	288								
Levofloxacin 500mg Tablet	1,000								
Levothyroxine 50mg Tablet	200								
Levothyroxine 100mg Tablet	200								
Levothyroxine 150 mg Tablet	200								
Loperamide 2mg capsule: ORAL	500								
Losartan 50 mg tab (as potassium salt) : ORAL	250,000								
Losartan 100 mg tab (as potassium salt) : ORAL	100,000								
Mebendazole 500mg Tab	100								
Mefenamic Acid 250 mg cap : ORAL	3,000								
Mefenamic Acid 500 mg cap : ORAL	15,000								
Metformin 500 mg tab / film coated tab (as hydrochloride) : ORAL	15,000								

Methimazole (Thiamazole) 5mg Tablet	500								
Metoprolol 50mg tablet: ORAL;	1,000								
Metronidazole 500 mg tab : ORAL	1,000								
Multivitamin cap : ORAL	100,000								
Naproxen 550mg (equiv to 500mg Naproxen tablet ; ORAL	300								
Omeprazole 40mg capsule; ORAL	5,000								
Prednisone 5 mg tab : ORAL	500								
Prednisone 10 mg tab : ORAL	500								
Prednisone 10mg/ 5ml 60ml : ORAL suspension	24								
Rosuvastatin Calcium 10 mg tab : ORAL	3,000								
Salbutamol 2 mg / 5 ml syp 60 ml (as sulfate) : ORAL	432								
Spirinolactone 25mg Tab	500								
Spirinolactone 50mg Tab	300								
Tranexamic Acid 500 mg cap : ORAL	4,000								
Ursodeoxycholic Acid 250mg Tablet/Capsule	300								
Ursodeoxycholic Acid 500mg Tablet	300								
Vitamin B1B6B12 100 mg 5 mg 50 mcg / tab : ORAL	100,000								
Vitamin B1B6B12 100 mg 5 mg 50 mcg /cap : ORAL	10,000								
Warfarin (as Sodium Salt) 2.5mg Tab	200								
Warfarin (as Sodium Salt) 5mg Tab	200								
TOTAL AMOUNT IN WORDS:									

SUBMITTED BY:

NAME AND SIGNATURE	
POSITION	
NAME OF COMPANY	
DATE	

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) **in accordance with Section 8.5.2 of the IRR;**

Technical Documents

- (b) 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**
- (c) 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**
- (d) 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**
- (e) Conformity with the Technical Specifications, which may include production/delivery schedule, manpower requirements, and/or after-sales/parts, if applicable; **and**
- (f) 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

- (g) 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

- (h) 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.

II. FINANCIAL COMPONENT ENVELOPE

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

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

- (k) [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.

- (1) Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.

FORMS

Bid Form for the Procurement of Goods

Date : _____

Project/Contract Identification No.: _____

To: **CITY GOVERNMENT OF NAGA**
City Hall Compound, J. Miranda Avenue
Concepcion Pequena, Naga City

Having examined the Philippine Bidding Documents (PBDs) including the Supplemental or Bid Bulletin Numbers _____ [insert numbers], the receipt of which is hereby duly acknowledged, we, the undersigned, offer to

_____ [supply/deliver/perform] [description of the Goods] in conformity with the said PBDs for the sum of _____ (P _____) Pesos [total Bid amount in words and figures] or the total calculated bid price, as evaluated and corrected for computational errors, and other bid modifications in accordance with the Price Schedules attached herewith and made part of this Bid. The total bid price includes the cost of all taxes, such as, but not limited to: [specify the applicable taxes, e.g. (i) value added tax (VAT), (ii) income tax, (iii) local taxes, and (iv) other fiscal levies and duties], which are itemized herein or in the Price Schedules,

If our Bid is accepted, we undertake:

- a. to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements of the Philippine Bidding Documents (PBDs);
- b. to provide a performance security in the form, amounts, and within the times prescribed in the PBDs;
- c. to abide by the Bid Validity Period specified in the PBDs and it shall remain binding upon us at any time before the expiration of that period.

[Insert this paragraph if Foreign-Assisted Project with the Development Partner:

Commissions or gratuities, if any, paid or to be paid by us to agents relating to this Bid, and to contract execution if we are awarded the contract, are listed below:

Name and address Of agent	Amount and Currency	Purpose of Commission or gratuity
------------------------------	------------------------	--------------------------------------

_____	_____	_____
_____	_____	_____

(if none, state "None"]

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your Notice of Award, shall be binding upon us.

We understand that you are not bound to accept the Lowest Calculated Bid or any Bid you may receive.

We certify/confirm that we comply with the eligibility requirements pursuant to the PBDs.

The undersigned is authorized to submit the bid on behalf of _____ -
_____ [name of the bidder] as evidenced by the attached
_____ [state the written authority].

We acknowledge that failure to sign each and every page of this Bid Form, including the attached Schedule of Prices, shall be a ground for the rejection of our bid.

Name: _____

Legal capacity: _____

Signature: _____

Duly authorized to sign the Bid for and behalf of: _____

Date: _____

Omnibus Sworn Statement

REPUBLIC OF THE PHILIPPINES)
CITY OF NAGA) S.S.

AFFIDAVIT

I, _____, of legal age, _____ [Civil Status], _____
[Nationality], and residing at _____,
after having been duly sworn in accordance with law, do hereby depose and state that:

1. [If a sole proprietorship:] I am the sole proprietor or authorized representative of _____ with office address at _____;

[If a partnership, corporation, cooperative, or joint venture:] I am the duly authorized and designated representative of _____ with office address at _____;

2. [If a sole proprietorship:] As the owner and sole proprietor, or authorized representative of _____, I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for _____ of the City Government of Naga, as shown in the attached duly notarized Special Power of Attorney;

[If a partnership, corporation, cooperative, or joint venture:] I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for _____ of the City Government of Naga, as shown in the attached _____ [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];

3. _____ is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, **by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;**

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. _____ is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents

submitted;

6. [If a sole proprietorship:] The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a partnership or cooperative:]None of the officers and members of _____ is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a corporation or joint venture:] None of the officers, directors, and controlling stockholders of _____ is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. _____ complies with existing labor laws and standards; and

8. _____ is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:

- a. Carefully examining all of the Bidding Documents;
- b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
- c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
- d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the _____.

9. _____ did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.

- 10. In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.**

IN WITNESS WHEREOF, I have hereunto set my hand this _____ day of _____, 20____ at Naga City, Philippines.

Name of Bidder or its Authorized Representative

Signatory's legal capacity

Affiant

SUBSCRIBED AND SWORN to before me this ____ day of _____, 20____ [month] [year] at _____ [place of execution], Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her _____ [insert type of government identification card used], with his/her photograph and signature appearing thereon, with no. _____ and his/her Community Tax Certificate No. _____ issued on _____ at _____.

Witness my hand and seal this ____ day of _____, 20____ [month] [year].

REPUBLIC OF THE PHILIPPINES)
CITY OF NAGA) S.S.

BID SECURING DECLARATION

Project/Contract Identification No.: _____

To: **CITY GOVERNMENT OF NAGA**
City Hall Compound, J. Miranda Avenue
Concepcion Pequena, Naga City

I/We, the undersigned, declare that:

1. I/We understand that, according to your conditions, bids must be supported by a Bid Security, which may be in the form of a Bid Securing Declaration.
2. I/We accept that: (a) I/we will be automatically disqualified from bidding for any procurement contract with any procuring entity for a period of two (2) years upon receipt of your Blacklisting Order; and, (b) I/we will pay the applicable fine provided under Section 6 of the Guidelines on the Use of Bid Securing Declaration, within fifteen (15) days from receipt of the written demand by the procuring entity for the commission of acts resulting to the enforcement of the bid securing declaration under Sections 23.1(b), 34.2, 40.1 and 69.1, except 69.1(f), of the IRR of RA No. 9184; without prejudice to other legal action the government may undertake.
3. I/We understand that this Bid Securing Declaration shall cease to be valid on the following circumstances:
 - a. Upon expiration of the bid validity period, or any extension thereof pursuant to your request;
 - b. I am/we are declared ineligible or post-disqualified upon receipt of your notice to such effect, and (i) I/we failed to timely file a request for reconsideration or (ii) I/we filed a waiver to avail of said right; and
 - c. I am/we are declared the bidder with the Lowest Calculated Responsive Bid, and I/we have furnished the performance security and signed the Contract.

IN WITNESS WHEREOF, I/We have hereunto set my/our hand/s this ____ day of _____ [month], _____ [year] at _____ [place of execution].

Name of Bidder or its Authorized Representative

Signatory's legal capacity

Affiant

SUBSCRIBED AND SWORN to before me this ____ day of _____, 20____ [month] [year] at _____ [place of execution], Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her _____ [insert type of government identification card used], with his/her photograph and signature appearing thereon, with no. _____ and his/her Community Tax Certificate No. _____ issued on _____ at _____.

Witness my hand and seal this ____ day of _____, 20____ [month] [year].

STATEMENT OF THE BIDDER'S SINGLE LARGEST COMPLETED CONTRACT (SLCC)

(similar to the contract to be bid, except under conditions provided for in Section 23.4.1.3 and 23.4.2.4 of the IRR, within 10 years)

Business Name: _____
 Business Address: _____

Name of Contract	Date of Contract	Contract Duration	Owner's Name and Address	Kinds of Goods	Amount of Contract	Amount of Completed contract (amount of completed contracts, adjusted by the Bidder to current prices using PSA's consumer price index, if necessary for the purpose of meeting the SLCC requirement)	Date of Delivery
GOVERNMENT							
PRIVATE							

Note: This statement shall be supported with: 1. Contract, 2. Certificate of Completion, 3. End user's acceptance or official receipt(s) or sales invoice issued for the contract

STATEMENT OF ALL 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)

Business Name: _____

Business Address: _____

Name of Contract	Date of Contract	Contract Duration	Owner's Name and Address	Kinds of Goods	Amount of Contract	Value of Outstanding Contracts	Delivery Schedule
GOVERNMENT							
PRIVATE							

Note: This statement shall be supported with: 1. Notice of Award and/or Contract; 2. Notice to Proceed, 3. Certificate of Accomplishment signed by the owner or authorized representative

Submitted by:

Name & Signature of Authorized Representative

Designation

Date

NOTE:

- 1. PLEASE USE THE FORMS PROVIDED IN THIS PBD AND SHOULD REMAIN UNALTERED.**
- 2. KINDLY PUT TABS AT THE RIGHT SIDE OF ALL THE DOCUMENTARY REQUIREMENTS.**

