

CARAGA REGIONAL HOSPITAL

Surigao City

PRO – 16 Rev. No. 0 Effectivity: 02/01/18

NAME OF PROJECT	PROCUREMENT OF VARIOUS DRUGS AND MEDICINES (REBID)	ABC: PHP 17,072,509.85
IB NO	2022-06-14 (15)	
NAME OF BIDDER		
BIDDER NO.		
DATE	IUNE 14, 2022	

CHECKLIST OF ELIGIBILITY & TECHNICAL DOCUMENTS

Item No.	Requirements Checklist	Complying	Non- Complying
110.	LEGAL DOCUMENTS		Complying
1	PHILGEPS CERTIFICATION (PLATINUM)		
1.1	SEC / DTI / CDA CERTFICATION		
	Registration certificate from the SEC (w/ documentary stamp), DTI for Sole Proprietorship,		
	CDA for Cooperatives or any proof such registration as stated in the BDS.		
1.2	MAYOR'S PERMIT		
	Mayor's permit issued by the City or Municipality where the principal place of business of the		
	prospective bidder is located.		
1.3	TAX CLEARANCE		
	EO 398 specifically requires the submission of Tax Clearance issued by the BIR. It refers to the		
	clearance issued by the Collection Enforcement Division of BIR attesting that the bidder has		
	no outstanding Final Assessment Notice and/or delinquent account.□		
1.4	AUDITED FINANCIAL STATEMENT		
	The prospective bidder's audited financial statements, showing among others, the		
	prospective bidders total and current assets and liabilities <u>"STAMP RECEIVED</u> " by the BIR or its duly accredited and authorized institution, for the preceding calendar year which should		
	not be earlier than two (2) years from the date of bid submission.(w/documentary Stamp)		
2	TECHNICAL DOCUMENTS STATEMENT OF ALL ON-GOING CONTRACTS		
	The Statement of All Ongoing Contracts shall indicate the following:		
	(a) name of the contract;		
	(b) date of the contract;		
	I contract duration		
	(d) owner's name and address;		
	I kinds of Goods;		
	(F) amount of contract and value of outstanding contracts; and		
	(G) date of delivery.		
	Statement of the prospective bidder of all its on-going 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. (Sec. 23.1(a)(iv), IRR of RA 9184)		
3	STATEMENT OF LARGEST SINGLE COMPLETED CONTRACT (SLCC)		
	SLCC shall indicate, for each contract, the following:		
	(1) name of the contract;		
	(2) date of the contract; (3) Contract duration;		
	(4) owner's name and address;		
	(5) kinds of Goods;		
	(6) 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		
	(7) date of delivery; and		
	(8) end user's acceptance or official receipt(s) or sales invoice* issued for		
	the contract, if completed, which shall be attached to the statements.		
	The prospective bidder should have completed at least two (2) similar contracts and the		
	aggregate contract amounts should be equivalent to at least the percentage of the ABC as		
	required above; and The largest of these similar contracts must be equivalent to at least		
	25% of the ABC as required above.		
	FINANCIAL DOCUMENTS		



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	CLC MUST BE NOTARIZED)	
	The prospective bidder's computation for its Net Financial Contracting Capacity (NFCC) or	
	CLC Committed Line of Credit (Note: NFCC must be equal to ABC / CLC 10% of ABC)	
5	JOINT VENTURE AGREEMENT (JVA)	
	If applicable, the JVA in case of 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.	
	All co-venturers shall submit their legal documents, while any of the co-venturers shall submit	
	technical and financial documents.	
	Each partner of the joint venture shall submit the PhilGEPS Certificate of Registration in	
	accordance with Sec. 8.5.2 of the 2016 IRR of RA 9184.	
	For bidder who did not engage into a JVA, shall still submit Certification of Not Into	
	Joint Venture.	
6	BID SECURITY (Any of the following :) (NOTARIZED)	
	a. Cash or Cashier's/Manager's check issued by a Universal or Commercial Bank (2%)	
	b. Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial	
	Bank; Provided, however, That it shall be confirmed or authenticated by a Universal or	
	Commercial Bank, if issued by a foreign bank. (2%)	
	c. Surety Bond callable upon demand issued by a surety or insurance company duly	
	certified by the Insurance Commission as authorized to issue such security (5%)	
	d. Bid Securing Declaration (120 cd)	
7	TECHNICAL SPECIFICATION (SUPPLIERS OFFER VS PROCURING ENTITY'S SPECS)	
	Conformity with technical specifications, as enumerated and specified in Section VI and VII of	
	the Bidding Documents. (Preferably Attached Brochure/Manufacturer Profile)	
	With the Technical Specification provided by this Procuring Entity, Bidders shall conform by	
	affixing signature by their authorized representative and issue Certification of Conforming the	
	Technical Specification. Conformity of Technical Specification template is hereby attached in	
	the ITB and PBDs.	
8	OMNIBUS SWORN STATEMENT (NOTARIZED)	
	Executed by the bidder, or its duly authorized representative, and shall be in accordance with	
9	Section 25.3 of the 2016 IRR of RA 9184 Other required bidding documents:	
9		
	a. BIR CERTIFICATE OF REGISTRATION	
	b. Updated / Valid License to Operate (LTO)	
	c. Certificate of Product Registration (CPR) d. Authorized Personnel Certification	
	e. Memorandum of Undertakings (duly signed and notarized)	1

Note: Any missing documents in the above-mentioned checklist is a ground for outright rejection of the bid.

REMARKS: [] PASSED [] FAILED

BIDS AND AWARDS COMMITTEE

HILARION P. PASAL, CE, SE Engineer III Chairman COSNARIE E. SEGUIS, MD Medical Officer III Vice Chairman



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TRISTAN LOUISE D. ANDO Administrative Officer V Member GRACE D. PLATIL, RM, RN, MAN

ELRY P. BORJA, RMT

Nurse V Member Medtech III Member

NOTE: ALL SUBMITTED BIDDING DOCUMENTS SHALL BE SIGNED BY AUTHORIZED REPRESENTATIVE PER PAGE

CHECKLIST OF FINANCIAL PROPOSAL DOCUMENTS

Item No.	Requirements Checklist	Complying	Non- Complying
	Financial Documents		
1	Duly accomplished and signed Financial Bid Form.		
	AMOUNT:		
2	Duly accomplished and signed Price Schedules		
	AMOUNT:		

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REMARKS:	[] PASSED	[] FAILED

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Engineer III

Chairman

COSNARIE E. SEGUIS, MD

Medical Officer III

Vice Chairman

TRISTAN LOUISE D. ANDO Administrative Officer V Member GRACE D. PLATIL, RM, RN, MAN Nurse V Member ELRY P. BORJA, RMT Medtech III Member



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