



Republic of the Philippines  
Department of Health  
Metro Manila Center for Health Development  
**VALENZUELA MEDICAL CENTER**



**MINUTES OF THE PRE-BID CONFERENCE**  
**28 October 2024**  
**Public Bidding VMC No. 2024-044**  
**Supply and Delivery of Vascular Laser (For Derma) and Rehab Equipment – Batch 3**

Present during the meeting were as follows:

**BIDS & AWARDS COMMITTEE:**

Ms. Ruby S. Gurrea - Chairperson  
Engr. Zoraida S. Cuadra – Vice Chairperson  
Mr. Rolando N. Saoi – BAC Member  
Dr. Edilberto Cavaneyro – Provisional Member  
Dr. Carolina Carpio – Provisional Member  
Dr. Leilani Chua – Provisional Member

**BAC SECRETARIAT:**

Ms. Ligaya Ubalde – Head – In-charge  
Ms. Kristine Joy R. Manuel  
Ms. Aileen C. Pacheco  
Ms. Maiko Janzel M. Dizon  
Mr. Lester John Jake R. Divino  
Ms. Aileen S. Cali  
Ms. Angelita Dayego

**TWG, END-USERS & OBSERVERS:**

Engr. Reynato Pascual – TWG  
Ms. Esperanza P. Chiong – TWG  
Ms. Melissa Austria - TWG  
Ms. Avigail B. Ching – TWG

Ms. Anna Milleth Demition – End-user, PMR  
Mr. Jeriel Robert Dating – Planning Officer III  
Mr. Roderick R. Balagtas – Observer, Proc.

**PROSPECTIVE BIDDER/S:**

Ms. Christel Eunice Rogayan – Creative Skin Medequip Inc.  
Ms. Shaira Llano – Llam Trading  
Ms. Angie Mendoza – Fairbright Ent. Inc.

The conference started at 10:00am and was presided by **Ms. Ruby S. Gurrea**, Chairperson of Bids & Awards Committee (BAC), held at the BAC Office, 2<sup>nd</sup> Floor, Admin Building, Valenzuela Medical Center, Padrigal St., Karuhatan, Valenzuela City. She acknowledged the presence of all representatives of each prospective bidder, the members of the BAC, BAC Secretariat, TWG as well as the invited observers. She reminded everyone that the Committee strictly adheres to Republic Act No. 9184 or the Government Procurement Act and the Standard Public Bidding Documents.

**BUSINESS MATTERS:**

- In accomplishing the Technical Specifications and Schedule of Requirements, state only the item that will be bid.
- Bid Security will be forfeited if withdrawn during the validity period.
- Notice of Award will be faxed to winning bidders. The following day will be counted as 1<sup>st</sup> day of receipt.
- CTC of documents by the bidder itself are acceptable provided that the bidder will submit the Omnibus Sworn Statement. (Note: State CTC based on original, photocopy, etc.)
- Any document or certification issued outside Philippines should be accompanied by the official red ribbon (authentication) by the Philippine Consular Office/Embassy where the subject document or certification is issued.
- Modification of Bid is strictly prohibited. The description stated in the bid offer will be followed and cannot be amended

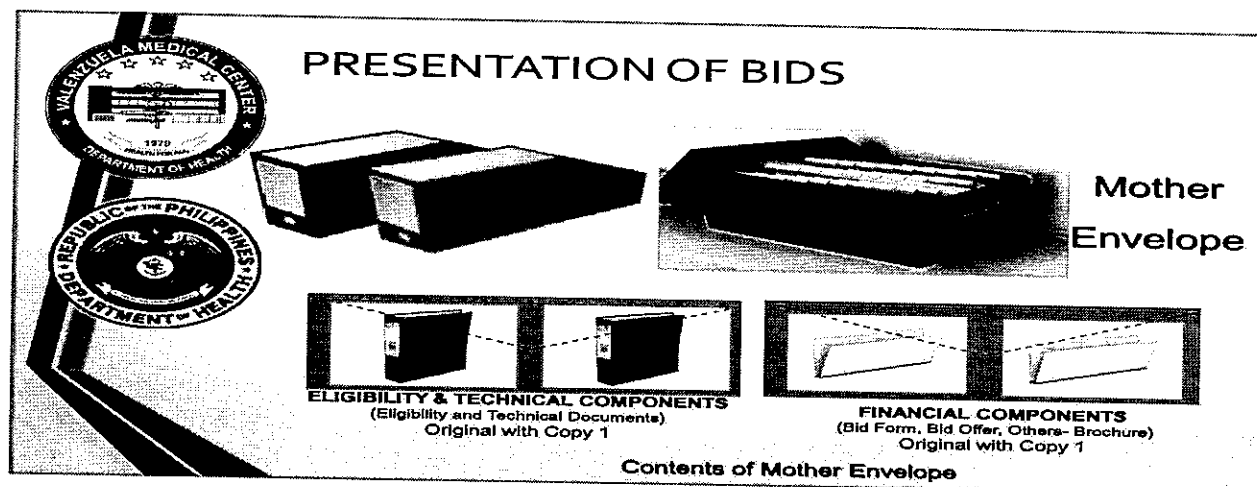
**"PHIC Accredited Healthcare Provider"**  
**"Valenzuela Medical Center...Where your health matters most"**



Address: Padrigal St., Karuhatan, Valenzuela City, 1441  
Telephone Nos: 8294-6711 to 17  
Director's Office Direct Line: 8291-4259  
Email Address: valgen\_hosp@yahoo.com  
Website: <https://vmc.doh.gov.ph/>

## PRESENTATION OF BIDS:

- Bidders shall submit their bids through their duly authorized representatives using the forms specified in the Bidding Documents in two (2) separate sealed envelopes, which shall be submitted simultaneously.
- Bidders shall enclose the "Original" and "Copy 1" of their Eligibility and Technical Documents in a separate envelope marked ELIGIBILITY and TECHNICAL COMPONENTS. The "Original" and "Copy 1" of their Financial Documents (Bid Form, Bid Offer & others) shall be enclosed in a separate envelope marked FINANCIAL COMPONENTS.
- These 2 envelopes shall be enclosed in any sealed box (preferably Data File Box) with a cover.
- No color preference for the Folders and Boxes.
- All documents to be submitted as part of the Bid should be arranged in chronological order based in the Checklist provided by the BAC. Further, all bid proposals should be ring bound and tabulated in words. Failure to follow instructions will mean disqualification.



### ➤ Documents Comprising the Bid: Eligibility and Technical Components – 1<sup>st</sup> Envelope

#### (A) Eligibility Documents

##### Class "A" Documents:

##### (i)

- Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages) in accordance with Section 8.5.2 of the IRR;

##### (ii)

- 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;
- 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 last three (3) years as provided in the Bidding Documents;
  - Amount of the completed contract should be fifty (50%) of the ABC to be bid
- Original copy of Bid Security. If in the form of a surety Bond, submit also a certification issued by the Insurance Commission or an Original copy of the Notarized Bid Securing Declaration
- Conformity with the Technical Specifications, which may include production/delivery schedule, manpower requirements, and/or after-sales/parts, if applicable; and
- Original duly signed Omnibus Sworn Statement (OSS);  
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 its 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.

### **➤ FINANCIAL COMPONENT ENVELOPE – 2<sup>nd</sup> Envelope**

**The second envelope shall contain the financial information/documents as specified in the PBDs**

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

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

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

## **ADDITIONAL REQUIRED DOCUMENTS (to be submitted during Post-Qualification)**

1. Bidding Documents duly signed/initialed by the authorized representative of the prospective bidder (each page). Attach Official Receipt as proof of payment of bidding documents
2. Document Request List (DRL) from PhilGEPS - Optional
3. Bid Bulletin/s, if any
4. Registration certificate from the Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for a sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives or its equivalent document.
5. Mayors or Business permits 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.
6. Tax clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).
7. The Supplier's audited financial statements, showing, among others, the Supplier's total and current assets and liabilities, stamped "received" by the BIR with 2023 ITR 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
8. Certificate of **Good Performance** from at least two (2) Government or Private Hospital/Agency except from VMC (CY 2023 to present)
9. Special Power of Attorney (SPA) for Authorized Representative if OSS is Sole proprietorship
10. Proof of evidence for Single Largest Completed Contract (SLCC) – Purchase Order or Notice of Award or Contract Agreement.
11. Certificate from the manufacturer to distribute their products or Exclusive Distributorship or any equivalent documents.
12. License to Operate (LTO)

REVIEW OF TECHNICAL SPECIFICATIONS:

ITEM NO.	ITEM DESCRIPTION	QTY.	UOM	UNIT PRICE	TOTAL AMOUNT	AMENDMENT
1	VASCULAR LASER	1	unit	7,000,000.00	7,000,000.00	
	<b>Solid State 585 Laser with Air Cooling System</b>					
	Wavelength: 585 nm					
	Laser type: Solid State 585 nm Laser					
	Aiming Beam: 635/650 nm Diode Laser (<4mW)					
	Laser Operation Mode: Continuous Wave, Pulse, Burst					
	Fill Mode Patterns: Adjacent, Spread, Spreadhalf, Random					
	Beam Mode Diameter: 1 mm					Beam Spot Diameter: 1 mm
	Scan Shapes: Squared, Rectangular, Rectangular Narrow, Hexagon, Round, Half Round, Trapezoid, Circular Section					
	Pitch (mm): 0.7, 0.8, 0.9, 1, 1.2, 1.5					
	Pulse Duration: 0.25-8,000 ms					
	Repetition Rate: 0.95-2000 Hz					
	Maximum Laser Power: 5 Watts					
	Spot Sizes: 0.5 mm, 1.0 mm, 1.5 mm, 3.0 mm-18 mm					
	Arms: Fiber Optic Cable for Focusing Scanner Handpiece					
	<b>General Features:</b>					
	Electrical Requirements: 100-240 VAC; 60 Hz					
	Cooling System: Internal Fan Cooling					
	Display: LCD Touchscreen Display					
	<b>With the following accessories:</b>					
	Focusing Handpieces User Manual (colored)	2	piece			
	Optiscan User Manual (colored)	2	piece			
	Focusing Handpieces Application Manual (colored)	2	piece			
	Optiscan Application Manual (colored)	2	piece			
	Foot Switch	1	piece			
	Keys for Machine	2	piece			
	Keys for Casing	2	piece			
	Interlock Key	1	piece			
	Goggles for Operator	4	piece			
	Goggles for Patient	1	piece			
	Fiber Tip VIS 0.5 mm	1	piece			
	Fiber Tip VIS 1 mm	1	piece			
	Fiber Tip VIS 1.5 mm	1	piece			
	Fiber Tip VIS 3 mm	1	piece			
	Optical Adaptor	1	piece			
	Optiscan Scanner	1	piece			
	Handpiece Line for Scanner	1	piece			
	Cable Adaptor	1	piece			
	Ending Tip (Spacer)	1	piece			

	Power Cord	1	piece			
	Aluminum Case	1	piece			
	<b>Air Cooling System</b>	1	unit			
	Therapy Air Flow: 9 levels, max 1000l / min					
	Max. Therapy Time Setting: 99:59 minutes					
	Air Output Temperature: -30° Celsius					
	Display: LCD Display with Control Panel					
	Dimension: 645 (H) x 390 (W) x 680 (D) mm					
	Length of Treatment Tube: 200 cm					
	Weight: 60 kg (including glass plate)					
	Power Supply: 220-240V / 60Hz					
	<b>With the following accessories:</b>					
	Treatment Hose/Tube	1	piece			
	Glass Plate/Tray	1	piece			
	Power Cable	1	piece			
	Hardcopy User Manual (colored) - 2 pcs and Softcopy User Manual in USB - 2 pcs					Hardcopy User Manual (colored) - 2 pcs and Softcopy User Manual in USB - 2 pcs (upon delivery)
	<b>General Terms of Sales:</b>					
	<b>Warranty Certificate:</b>					
	With five (5) years comprehensive warranty on parts and services					
	Certificate of availability of spare parts within ten (10) years					
	Certification of 95% Uptime and 5% downtime					
	<b>Training:</b>					
	Training of End-User (Operation) with Certificate of Training					
	Free hands-on training for Biomedical Unit, suppliers must perform an actual: (1) Operations (2) Disassembly and Assembly (3) Troubleshooting (4) Recommended Maintenance as per manufacturer					
	Quarterly Preventive Maintenance Service (PMS) during warranty period, supplier must have proper equipment for PMS and must submit service report					
	Must submit calibration and preventive maintenance schedule					
	Calibration of equipment during warranty period, supplier must have medical equipment analyzers for verification calibration and must submit calibration report					
	Must provide service passwords to the Biomedical Unit in the case that it is not stated in the user and service manual/s.					REMOVE
	The equipment or devices shall conform to the following: (1) IEC					

	60601 Standards, if any of the following: (1) USFDA (food and drug administration, US standards (2) CE (european conformity) standards (3) ISO Standards (9000, 9001, 9002) (4) UL (Underwriters laboratories) standards (5) The proposed unit shall also conform to all relevant international, national and local standards and requirements of medical device regulatory agencies. Supplier shall list in the various international standards met by the supplier					
	Loaner unit within 72 hours of non-operation					
	Inclusion of green/eco-procurement					
	Packaging is made of recyclable materials					
2	<b>TRACTION SET</b>	1	unit	735,866.67	735,866.67	
	Traction unit adjustable in height and with adaptor					
	Traction Bed: with casters and lock; 3 sections with mounting to traction unit, adjustable in height; Movable leg section for free friction; remote controlled adjustment movable and reclining head section adjustment					Traction Bed: with casters and lock; 2-4 sections with mounting to traction unit, adjustable in height; Movable leg section for free friction; remote controlled adjustment movable and reclining head section adjustment
	With Patient Interruption Switch					
	With adjustable foot stool					
	Manufacturing date not later than CY 2022 onwards					
	With lumbar belt and cervical belt system					
						Cervical Traction system
	Conduct semi-annual Preventive Maintenance Service and Calibration during warranty period					
	Provision of loaner unit during warranty period within 72 hours in case of equipment breakdown					
	Training of End-User (Operation) with Certificate of Training					
	Free hands-on training for Biomedical Unit , suppliers must perform an actual: (1) Operations (2) Disassembly and Assembly (3) Troubleshooting (4) Recommended Maintenance as per manufacturer					
	With five (5) years warranty on parts and services					
	With Certificate of availability of spare parts and services within 5 years					
	Certification of 95% Uptime and 5% downtime					

	Provide two (2) sets of colored manuals (operation and service) and soft copy Flash Drive (End-User & Biomedical Unit)					
	Installation, testing & Commissioning of Equipment					
	Preferably with green.eco-products specification					
	Packaging is made of recyclable materials					
	Calibration Certificate from manufacturer/verification test report from the supplier					
	Manufacturer's Certificate Brand must be in the local market for at least 5 years					
	The equipment or devices shall conform to the following: (1) IEC 60601 Standards if any of the following: (1) USFDA (food and drug administration, US standards (2) CE (european conformity) standards (3) ISO Standards (9000, 9001, 9002) (4) UL (Underwriters laboratories) standards (5) The proposed unit shall also conform to all relevant international, national and local standards and requirements of medical device regulatory agencies. Supplier shall list in the various international standards met by the supplier					
						DELIVERY SCHEDULE: 90CD
3	<b>THERAPEUTIC ULTRASOUND</b>	2	unit	345,067.50	690,135.00	
	Dual head: 1 and 3 Mhz					
	With Trolley / cart					
	Built-In Battery					
	100-240V AC, 50-60 Hz					
	Manufacturing date not later than CY 2022					
	Conduct semi-annual Preventive Maintenance Service and Calibration during warranty period					
	Provision of loaner unit during warranty period within 72 hours in case of equipment breakdown					
	Training of End-User (Operation) with Certificate of Training					
	Free hands-on training for Biomedical Unit , suppliers must perform an actual: (1) Operations (2) Disassembly and Assembly (3) Troubleshooting (4) Recommended Maintenance as per manufacturer					
	With five (5) years warranty on parts and services					
	With Certificate of availability of spare parts and services within 5					

	years					
	Certification of 95% Uptime and 5% downtime					
	Provide two (2) sets of colored manuals (operation and service) and soft copy Flash Drive (End-User & Biomedical Unit)					
	Installation, testing & Commissioning of Equipment					
	Preferably with green.eco-products specification					
	Packaging is made of recyclable materials					
	Manufacturer's Certificate Brand must be in the local market for atleast 5 years					
	Training certificate from Manufacturers of field service engineers performing preventive and corrective maintenance and calibration					
	The equipment or devices shall conform to the following: (1) IEC 60601 Standards if any of the following: (1) USFDA (food and drug administration, US standards (2) CE (european conformity) standards (3) ISO Standards (9000, 9001, 9002) (4) UL (Underwriters laboratories) standards (5) The proposed unit shall also conform to all relevant international, national and local standards and requirements of medical device regulatory agencies. Supplier shall list in the various international standards met by the supplier					
						DELIVERY SCHEDULE: 90CD
4	<b>ELECTRICAL STIMULATOR UNIT</b>	2	unit	164,953.33	329,906.66	
	Intensity: 0-100 mA per channel					
	Frequency: 1-150 Hz; Total Pulse Width: 100-800					Frequency: 1-150 Hz; Total Pulse Width: 20-1000
	Stimulation Forms: Conventional / Continuous / Burst / Intermittent					
	Timer: maximum of 100 minutes					
	Power Supply: AC/DC and battery (with charger)					
	Dual-channel device with LCD screen					
	With 2 sets of cable connectors, and 8 electrodes					
	Conduct semi-annual Preventive Maintenance Service and Calibration during warranty period					
	Provision of loaner unit during warranty period within 72 hours in case of equipment breakdown					
	Free hands-on training for Biomedical Unit , suppliers must					



	perform an actual: (1) Operations (2) Disassembly and Assembly (3) Troubleshooting (4) Recommended Maintenance as per manufacturer					
	With five (5) years warranty on parts and services					
	With Certificate of availability of spare parts and services within 5 years					
	Certification of 95% Uptime and 5% downtime					
	Provide two (2) sets of manuals (End-User & Biomedical Unit)					
	Installation, testing & Commissioning of Equipment					
	Preferably with green.eco-products specification					
	Packaging is made of recyclable materials					
	Training of End-User (Operation) with Certificate of Training					
	Calibration Certificate from manufacturer/verification test report from the supplier					
	Manufacturer's Certificate Brand must be in the local market for atleast 5 years					
	Provide list of accessories and consumables as per manufacturer's specifications					
	Manufacturer's Certificate Brand must be in the local market for at least 5 years					
	The equipment or devices shall conform to the following: (1) IEC 60601 Standards if any of the following: (1) USFDA (food and drug administration, US standards (2) CE (european conformity) standards (3) ISO Standards (9000, 9001, 9002) (4) UL (Underwriters laboratories) standards (5) The proposed unit shall also conform to all relevant international, national and local standards and requirements of medical device regulatory agencies. Supplier shall list in the various international standards met by the supplier					
						DELIVERY SCHEDULE: 90CD
				TOTAL:	8,755,908.33	

**Other Concerns:**

- Post-Qualification Evaluation: Technical Working Group (TWG) may ask for additional documents from supplier for validation.
- Minutes of the Pre-Bid and Bid Bulletin will be posted in the Philgeps and VMC Website (<https://vmc.doh.gov.ph/>)
- **ALL UNITS** will be subject for evaluation.
- All documents to be submitted as part of the Bid should be arranged in chronological order based in the Checklist provided by the BAC. Further, all bid proposals should be ring bound and tabulated in words. Failure to follow instructions will mean disqualification.

**A. Template in the Goods Offered in the Philippines and/or Abroad**

- Column 1 – Should be in accordance with VMC's item number.
- Column 2 - Indicate the **item description of your offer** with BRAND. If no BRAND indicates **GENERIC OR NO BRAND**.
- **Column 3** – Country of Origin
- The Price Schedule should be filled completely or put zero if not applicable.
- The final unit price should be stated.
- In the Price Schedule, "*For Goods Offered from Abroad Form*" will be used **if the origin of the item** is from abroad, if manufactured in the Philippines, "*For Goods Offered from Within the Philippines Form*" shall be used. (Please use the attached Form/Template)

**B. BID Opening will be on November 11, 2024, at 2:00 PM**


The pre-bidding conference was adjourned at 4:00 pm.

Prepared by:



**LIGAYA E. UBALDE, MPA**  
BAC Secretariat

Noted by:



**RUBY S. GURREA, RN, MAN**  
Chairperson, BAC II

**Bid Form for the Procurement of Goods**  
*[shall be submitted with the Bid]*

**BID FORM**

Date : \_\_\_\_\_

Project Identification No. : \_\_\_\_\_

To: *[name and address of Procuring Entity]*

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 *[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 Amount and Purpose of agent Currency 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: \_\_\_\_\_

## **Bid Securing Declaration Form**

*[shall be submitted with the Bid if bidder opts to provide this form of bid security]*

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REPUBLIC OF THE PHILIPPINES)  
CITY OF \_\_\_\_\_) S.S.

### **BID SECURING DECLARATION** **Project Identification No.: *[Insert number]***

To: *[Insert name and address of the Procuring Entity]*

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]*.

*[Insert NAME OF BIDDER OR ITS AUTHORIZED  
REPRESENTATIVE]*

*[Insert signatory's legal capacity]*  
Affiant

**[Jurat]**

*[Format shall be based on the latest Rules on Notarial Practice]*

## Omnibus Sworn Statement (Revised)

*[shall be submitted with the Bid]*

REPUBLIC OF THE PHILIPPINES )  
CITY/MUNICIPALITY OF \_\_\_\_\_ ) S.S.

### AFFIDAVIT

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

1. *[Select one, delete the other:]*

*[If a sole proprietorship:]* I am the sole proprietor or authorized representative of [Name of Bidder] with office address at [address of Bidder];

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

2. *[Select one, delete the other:]*

*[If a sole proprietorship:]* As the owner and sole proprietor, or authorized representative of [Name of Bidder], 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 [Name of the Project] of the [Name of the Procuring Entity], 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 [Name of the Project] of the [Name of the Procuring Entity], 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. [Name of Bidder] 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. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. *[Select one, delete the rest:]*

*[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 [Name of Bidder] 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 *[Name of Bidder]* 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. *[Name of Bidder]* complies with existing labor laws and standards; and
8. *[Name of Bidder]* 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 *[Name of the Project]*.
9. *[Name of Bidder]* 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 \_\_\_\_\_, Philippines.

*[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]*

*[Insert signatory's legal capacity]*

Affiant

**[Jurat]**

*[Format shall be based on the latest Rules on Notarial Practice]*

\_\_\_\_\_

*For Goods Offered from Abroad*

Name of Bidder \_\_\_\_\_ Project ID No. \_\_\_\_\_ Page \_\_\_\_ of \_\_\_\_

1	2	3	4	5	6	7	8	9
Item	Description	Country of origin	Quantity	Unit price CIF port of entry (specify port) or CIPnamed place  (specify border point or place of destination)	Total CIFor CIPprice per item  (col. 4 x 5)	Unit Price Delivered Duty Unpaid (DDU)	Unit price Delivered Duty Paid (DDP)	Total Price delivered DDP (col 4 x 8)
	<b>Brand</b>							

Name: \_\_\_\_\_

Legal Capacity: \_\_\_\_\_

Signature: \_\_\_\_\_

Duly authorized to sign the Bid for and behalf of: \_\_\_\_\_

\_\_\_\_\_

[illegible]

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\_\_\_\_\_

*(continued)*



NFCC COMPUTATION FOR ELIGIBILITY CHECK

A. Summary of the Applicant Supplier’s/Distributor’s/Manufacturer’s assets and liabilities on the basis of the attached income tax return and audited financial statement, stamped “RECEIVED” by the Bureau of Internal Revenue or BIR authorized collecting agent, for the immediately preceding year and a certified copy of Schedule of Fixed Assets particularly the list of construction equipment.

		Year 20__
1.	Total Assets	
2.	Current Assets	
3.	Total Liabilities	
4.	Current Liabilities	
5.	Net Worth(1-3)	
6.	Net Working Capital(2-4)	

B. The Net Financial Contracting Capacity (NFCC) based on the above data is computed as follows:

*NFCC= [(Current assets minus current liabilities) (15)] minus the value of all outstanding or uncompleted portions of the projects under ongoing contracts, including awarded contracts yet to be started, coinciding with the contract to be bid.*

The values of the domestic bidder's current assets and current liabilities shall be based on the latest Audited Financial Statements (AFS) submitted to the BIR.

*The Bidder shall attach the AFS to the NFCC Computation for Eligibility Check Form.*

NFCC=P\_\_\_\_\_

Submitted by:

\_\_\_\_\_  
Name of Supplier/Distributor/Manufacturer

\_\_\_\_\_  
Signature of Authorized Representative

Date:\_\_\_\_\_

STATEMENT OF SINGLE LARGEST COMPLETED CONTRACT SIMILAR TO THE CONTRACT TO BE BID

This is to certify that \_\_\_\_\_ (company) \_\_\_\_\_ has the following completed contracts within Three (3) years from the date of submission and receipt of bids.

Date of the Contract	Contracting Party	Name of Contract	Kind of Goods Sold	Amount of Contract	Date of Delivery/ End-user's Acceptance	Date of Official Receipt	Bidder is A) Manufacturer B) Supplier C) Distributor

\_\_\_\_\_

Name and Signature of  
Authorized Representative

\_\_\_\_\_

Date

- \*Instructions:
- a) Cut-off date as of:
    - (i) Up to the day before the deadline of submission of bids.
  - b) In the column under “Dates”, indicate the dates of Delivery/ End-user’s Acceptance and Official Receipt.
  - c) “Name of Contract”. Indicate here the Nature/ Scope of the Contract for the Procuring Entity to determine the relevance of the entry with the Procurement at hand. Example: “Supply and Delivery of \_\_\_\_\_ for Valenzuela Medical Center”

STATEMENT OF: (I) ONGOING CONTRACTS AND; (II) AWARDED BUT NOT YET STARTED CONTRACTS						
This is to certify that _____ has the following ongoing and awarded but not yet started contracts:						
Date of the Contract	Contracting Party	Name of Contract	Kind of Goods Sold	Amount of Contract	Value of Outstanding Contracts	Bidder is A) Manufacturer B) Supplier C) Distributor
_____ Name and Signature of Authorized Representative				_____ Date		

**\*Instructions:**

- a) State all ongoing contracts including those awarded but not yet started (government and private contracts which may be similar or not similar to the project called for bidding) as of:
  - i. The day before the deadline of submission of bids.
- b) If there is no ongoing contract including awarded but not yet started as of the aforementioned period, state none or equivalent term.
- c) The total amount of the ongoing and awarded but not yet started contracts should be consistent with those used in the Net Financial Contracting Capacity (NFCC) in case an NFCC is submitted as an eligibility document.
- d) "Name of Contract". Indicate here the Nature/ Scope of the Contract for easier tracking of the entries/ representations. Example: "Supply and Delivery of \_\_\_\_\_ for Valenzuela Medical Center"