

# **PHILIPPINE BIDDING DOCUMENTS**



Government of the Republic of the  
Philippines  
**City Government of Pasig**

**Food Supplier of the  
Pasig City Children's Hospital  
CY 2024 –Child's HOPE**

**Sixth Edition  
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# Table of Contents

<b>Glossary of Acronyms, Terms, and Abbreviations .....</b>	<b>2</b>
<b>Section I. Invitation to Bid.....</b>	<b>5</b>
<b>Section II. Instructions to Bidders.....</b>	<b>9</b>
1. Scope of Bid.....	10
2. Funding Information .....	10
3. Bidding Requirements .....	10
4. Corrupt, Fraudulent, Collusive, and Coercive Practices .....	10
5. Eligible Bidders.....	11
6. Origin of Goods .....	12
7. Subcontracts .....	12
8. Pre-Bid Conference .....	12
9. Clarification and Amendment of Bidding Documents .....	13
10. Documents comprising the Bid: Eligibility and Technical Components .....	13
11. Documents comprising the Bid: Financial Component.....	13
12. Bid Prices .....	14
13. Bid and Payment Currencies .....	14
14. Bid Security.....	15
15. Sealing and Marking of Bids .....	15
16. Deadline for Submission of Bids.....	15
17. Opening and Preliminary Examination of Bids.....	15
18. Domestic Preference .....	16
19. Detailed Evaluation and Comparison of Bids .....	16
20. Post-Qualification.....	17
21. Signing of the Contract.....	17
<b>Section III. Bid Data Sheet .....</b>	<b>18</b>
<b>Section IV. General Conditions of Contract.....</b>	<b>24</b>
1. Scope of Contract.....	25
2. Advance Payment and Terms of Payment .....	25
3. Performance Security.....	25
4. Inspection and Tests.....	25
5. Warranty .....	26
6. Liability of the Supplier .....	26
<b>Section V. Special Conditions of Contract.....</b>	<b>27</b>
<b>Section VI. Schedule of Requirements .....</b>	<b>33</b>
<b>Section VII. Technical Specifications .....</b>	<b>34</b>
<b>Section VIII. Checklist of Technical and Financial Documents.....</b>	<b>53</b>

# ***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 maybe 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***

# **CITY GOVERNMENT OF PASIG**

## **The Bids and Awards Committee**

### **INVITATION TO BID FOR**

*Food Supplier of the Pasig City Children's Hospital CY 2024– Child's HOPE*

1. The **CITY GOVERNMENT OF PASIG**, through the Executive Budget CY 2024 intends to apply the sum *Eleven Million Two Hundred Seventy Thousand Six Hundred Sixteen Pesos Only (Php11,270,616.00)* being the ABC to payments under the contract for the *Food Supplier of the Pasig City Children's Hospital CY 2024– Child's HOPE*. Bids received in excess of the ABC for each lot shall be automatically rejected at bid opening.
2. The **CITY GOVERNMENT OF PASIG** now invites bids for the above Procurement Project. *Delivery of the Goods is required by please refer to Terms of Reference*. Bidders should have completed, within *three (3) years* from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).
3. 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.
  - a. Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA No. 5183.
4. Prospective Bidders may obtain further information from the Bids and Awards Committee through its Secretariat and inspect the Bidding Documents at the address given below during office hours, Monday to Friday, from 8:00 A.M. to 5 P.M.
5. A complete set of Bidding Documents may be acquired by interested Bidders on *22 January 2024* from the given address and website(s) below *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 Pesos (Php25,000.00)*. The Procuring Entity shall allow the bidder to present its proof of payment for the fees presented in person.

6. The **CITY GOVERNMENT OF PASIG** will hold a Pre-Bid Conference on *29 January 2024, 10:00 A.M* at *7<sup>th</sup> Floor Meeting Room, Pasig City Hall, Caruncho Avenue, San Nicolas, Pasig City*, which shall be open to prospective bidders.
7. Bids must be duly received by the Procurement Management Office through manual submission at the office address indicated below, on or before *09 February 2024, 9:30 A.M*. Late bids shall not be accepted.
8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 14.
9. Bid opening shall be on *09 February 2024, 10:00 A.M* at the given address below. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. Each Bidder shall submit **one (1) sealed Mother envelope** containing:
  1. **ORIGINAL (SEALED AND LABELED)**
    - 1.1 Company Profile Folder
    - 1.2 Original Technical Component and Original Financial Components (hard copy, in 2 separate sealed envelopes)

***And***

- 1.3 One (1) USB Flash Drive containing
  - 1.3.1 Scanned Documents (Original Technical and Original Financial Components)
  - 1.3.2 Excel File of the Price Schedule

**2. COPY 1 (SEALED AND LABELED)**

- 2.1 One (1) USB Flash Drive sealed and labeled as "Copy 1" containing scanned documents of Technical and Financial Components

Bidders shall bear all costs associated with the preparation and submission of their bids, and *THE CITY GOVERNMENT OF PASIG* will in no case, be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

Bidders should note that *THE CITY GOVERNMENT OF PASIG* will only accept bids from those that have paid the applicable fee for the Bidding Documents.

In accordance with Government Procurement Policy Board (GPPB)



Circular 06-2005 - Tie-Breaking Method, the Bids and Awards Committee (BAC) shall use a non-discretionary and non-discriminatory measure based on sheer luck or chance, which is "DRAW LOTS," in the event that two (2) or more bidders have been post-qualified and determined as the bidder having the Lowest Calculated Responsive Bid (LCRB) to determine the final bidder having the LCRB, based on the following procedures:

- a) In alphabetical order, the bidders shall pick one rolled paper.
- b) The lucky bidder who would pick the paper with a "CONGRATULATIONS" remark shall be declared as the final bidder having the LCRB and recommended for award of the contract.

11. The **CITY GOVERNMENT OF PASIG** 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:

**Atty. Bea Therese P. Villanueva**  
Procurement Management Office  
Caruncho Avenue, Pasig City  
[bidsandawards@pasigcity.gov.ph](mailto:bidsandawards@pasigcity.gov.ph)  
(02) 8643-1111 local 1461 or 1462  
[Pasigcity.gov.ph](http://Pasigcity.gov.ph)

13. You may visit the following websites:  
For downloading of Bidding Documents:  
<https://notices.philgeps.gov.ph>

22 January 2024

**SGD**  

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**Atty. Josephine C. Lati-Bagoisan**  
BAC Chairperson

## ***Section II. Instructions to Bidders***

## 1. Scope of Bid

The Procuring Entity, *CITY GOVERNMENT OF PASIG* wishes to receive Bids for *Food Supplier of the Pasig City Children's Hospital CY 2024–Child's HOPE*, with identification number *ITB No. BAC-24-0122A*.

The Procurement Project (referred to herein as "Project") is composed of *one (1) lot*, 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 Executive Budget CY 2024 in the amount of *Eleven Million Two Hundred Seventy Thousand Six Hundred Six Pesos Only (Ph11,270,616.00)*.

2.2. The source of funding is:

- a. LGUs, the Annual or Supplemental Budget, as approved by the Sanggunian.

## 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.
  - a. 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.
  - b. 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:

- a. Subcontracting is not allowed.
- 7.2. Subcontracting of any portion of the Project does not relieve the Supplier of any liability or obligation under the Contract. The Supplier will be responsible for the acts, defaults, and negligence of any subcontractor, its agents, servants, or workmen as fully as if these were the Supplier's own acts, defaults, or negligence, or those of its agents, servants, or workmen.

## **8. Pre-Bid Conference**

The Procuring Entity will hold a pre-bid conference for this Project on

the specified date and time and either at its physical address *7<sup>th</sup> Floor Meeting Room, Pasig City Hall, Caruncho Avenue, San Nicolas, Pasig City* as indicated in paragraph 6 of the **IB**.

## **9. Clarification and Amendment of Bidding Documents**

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

## **10. Documents comprising the Bid: Eligibility and Technical Components**

10.1. The first envelope shall contain the eligibility and technical documents of the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.

10.2. The Bidder's SLCC as indicated in **ITB** Clause 5.3 should have been completed within *three (3) years* prior to the deadline for the submission and receipt of bids.

10.3. If the eligibility requirements or statements, the bids, and all other documents for submission to the BAC are in foreign language other than English, it must be accompanied by a translation in English, which shall be authenticated by the appropriate Philippine foreign service establishment, post, or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines. Similar to the required authentication above, for Contracting Parties to the Apostille Convention, only the translated documents shall be authenticated through an apostille pursuant to GPPB Resolution No. 13-2019 dated 23 May 2019. The English translation shall govern, for purposes of interpretation of the bid.

## **11. Documents comprising the Bid: Financial Component**

11.1. The second bid envelope shall contain the financial documents for the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.

11.2. If the Bidder claims preference as a Domestic Bidder or Domestic Entity, a certification issued by DTI shall be provided by the Bidder in accordance with Section 43.1.3 of the 2016 revised IRR of RA No. 9184.

11.3. Any bid exceeding the ABC indicated in paragraph 1 of the **IB**

shall not be accepted.

- 11.4. For Foreign-funded Procurement, a ceiling may be applied to bid prices provided the conditions are met under Section 31.2 of the 2016 revised IRR of RA No. 9184.

## 12. Bid Prices

12.1. Prices indicated on the Price Schedule shall be entered separately in the following manner:

- a. For Goods offered from within the Procuring Entity's country:
  - i. The price of the Goods quoted EXW (ex-works, ex-factory, ex-warehouse, ex-showroom, or off-the-shelf, as applicable);
  - ii. The cost of all customs duties and sales and other taxes already paid or payable;
  - iii. The cost of transportation, insurance, and other costs incidental to delivery of the Goods to their final destination; and
  - iv. The price of other (incidental) services, if any, listed in 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 tradable currency accepted by the BSP at the discretion of the Bidder. However, for purposes of bid evaluation, Bids denominated in foreign currencies, shall be converted to

Philippine currency based on the exchange rate as published in the BSP reference rate bulletin on the day of the bid opening.

13.2. Payment of the contract price shall be made in:

a. Philippine Pesos.

## **14. Bid Security**

14.1. The Bidder shall submit a Bid Securing Declaration or any form of Bid Security in the amount indicated in the **BDS**, which shall be not less than the percentage of the ABC in accordance with the schedule in the **BDS**.

14.2. The Bid and bid security shall be valid until *one hundred twenty (120) calendar days*. Any Bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

## **15. Sealing and Marking of Bids**

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

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

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

## **16. Deadline for Submission of Bids**

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

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

Option 2 – One Project having several items grouped into several lots, which shall be awarded as separate contracts per lot.

Option 3 – One Project having several items, which shall be

awarded as separate contracts per item.

- 19.5. Except for bidders submitting a committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation, all Bids must include the NFCC computation pursuant to Section 23.4.1.4 of the 2016 revised IRR of RA No. 9184, which must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder. For bidders submitting the committed Line of Credit, it must be at least equal to ten percent (10%) of the ABCs for all the lots or items participated in by the prospective Bidder.

## **20. Post-Qualification**

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



**INSTRUCTION TO BIDDERS**

**PROJECT** : *Food Supplier of the Pasig City Children's Hospital CY 2024 – Child's HOPE*  
**Date** : 22 January 2024

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This shall form an integral part of the Bid Documents.

1. Bidders are requested to organize and submit their bids on the following requirements:

1. *Submit First (1<sup>st</sup>) Envelope containing one (1) hard copy of the ORIGINAL Technical Component, including the Eligibility Requirements. 1<sup>st</sup> Envelope shall be sealed and labeled as "ORIGINAL TECHNICAL COMPONENT"*
2. *Submit Second (2<sup>nd</sup>) Envelope containing one (1) hard copy of the ORIGINAL Financial Component. 2<sup>nd</sup> Envelope shall be sealed and labeled as "ORIGINAL FINANCIAL COMPONENT"*
3. *Submit USB Flash Drive containing one (1) soft/scanned copy of the ORIGINAL Technical Component and Financial Component; and Excel File of the Price Schedule in USB Flash Drive*

**Note:** *The 1<sup>st</sup> Envelope, 2<sup>nd</sup> Envelope and the USB flash drive containing the soft/scanned copy of the original technical and financial components and excel file of the price schedule shall be enclosed in a single envelope, sealed and labeled as "ORIGINAL BID"*

4. *Submit USB Flash Drive containing one (1) soft/scanned copy of the Technical Component and Financial Component. USB flash drive shall be enclosed in a separate envelope, sealed and labeled as "COPY 1"*
5. *The "ORIGINAL BID" and "COPY 1" envelopes shall be enclosed in a single MOTHER ENVELOPE sealed and properly labeled*

*\*Sections of the bid shall be separated by dividers, proper tabs;*

**\*NO** *scratch papers.*

*All envelopes (1<sup>st</sup> Envelope, 2<sup>nd</sup> Envelope, Original Bid Envelope, Copy 1 Envelope and Mother Envelope) shall be labeled as follows:*

- *Addressed to the procuring entity's BAC Chairperson*
  - *Name of the project/contract to be bid*
  - *Name, address and contact details of the bidder*
  - *"DO NOT OPEN BEFORE <bid opening date and time>"*
- ✓ *Unsealed or unmarked bid envelopes shall be rejected. However, bid envelopes that are not properly sealed and marked, as required in the bidding documents, shall be accepted, provided that the bidder or its duly authorized representative shall acknowledge such condition of the bid as submitted. The Procuring Entity shall not be responsible for misplaced Bidding Documents and premature opening.*

## **BIDDING DOCUMENTS AVAILABILITY AND FEE**

- *Bidding Documents:*
  - **22 January 2024 to 09 February 2024 until 9:30 A.M.**
  - *8:00 am to 5:00 pm and upon payment of applicable fees for the Bidding Documents at the City Treasurer's Office*
- *Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.*
- *Standard rates for bidding documents*

<b>Approved Budget for the Contract</b>	<b>Maximum Cost of Bidding Documents</b>
500,000 and below	P500.00
More than 500,000 up to 1 million	1,000.00
More than 1 million up to 5 million	5,000.00
More than 5 million up to 10 million	10,000.00
More than 10 million up to 50 million	25,000.00
More than 50 million up to 500 million	50,000.00
More than 500 million	75,000.00

## **INSTRUCTION TO BIDDERS ON PAYMENT OF BIDDING DOCUMENTS**

- *Secure Order of Payment for the bidding documents at the Procurement Management Office, 4<sup>th</sup> Floor Pasig City Hall*
- *Proceed to City Treasurer's Office, 1<sup>st</sup> Floor Pasig City Hall for the payment of bidding documents*
- *Mode of payment: Cash or Manager's/ Cashier's Check payable to City Government of Pasig*
  - **Personal Check shall not be accepted.**
- *Present the Official Receipt to the BAC Secretariat's Office for the release of the complete set of bidding documents.*

## **REMINDERS:**

- *The **deadline for the submission of bid is on **09 February 2024 (Friday)** at **9:30AM** at the **Procurement Management Office**, 4<sup>th</sup> Floor Pasig City Hall, Caruncho Ave., San Nicolas Pasig City. The digital clock at the Procurement Management Office that is set to the Philippine Time (PhST) shall be used as reference in determining the time for the submission of bids, Hence participating bidders are advised to synchronize their timepiece with the said digital clock. **Late bids or those who submitted after 9:30AM of 09 February 2024 (Friday) shall not be accepted.*****
- *Bidders may submit their bid documents days ahead of the deadline for the submission in order to avoid late submission.*
- ***Bid opening shall be on **09 February 2024 (Friday)** at **10:00AM** at **7<sup>th</sup>Floor Meeting Room, Pasig City Hall**, Caruncho Ave., San Nicolas Pasig City. Bids will be opened in the presence of the bidders' representatives who choose to attend.***
- *All licenses, permits and other required clearances should be valid at the time of the submission of bids, Post-Qualification Evaluation and signing of the contract.*

- *The BAC expects the bidders to exercise due diligence in going through the bid documents so that they can prepare their bids intelligently.*
- *The Bids and Awards Committee will still continue to implement social distancing and shall require only one (1) Representative per company.*
- All attendees will be subjected to thermal scan prior to entry of the venue and shall:
  1. wear medical face mask and face shield at all times – **“No Mask No Entry”**
  2. bring black ballpen
  3. bring alcohol

**Please be reminded that all queries after the issuance of Bid Bulletin will not be entertained.**

**SGD**  
**ATTY. JOSEPHINE C. LATI-BAGAOISAN**  
*BAC Chairperson*

# Bid Data Sheet

ITB Clause	
5.3	<p>For this purpose, contracts similar to the Project shall be:</p> <p style="margin-left: 40px;"><i>a. Supply and Delivery of Food Supplies</i></p> <p style="margin-left: 40px;"><i>b. completed within three (3) years prior to the deadline for the submission and receipt of bids.</i></p>
12	<p>The price of the Goods shall be quoted DDP <i>Pasig City</i> or the applicable International Commercial Terms (INCOTERMS) for this Project.</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 style="margin-left: 40px;"><i>a. The amount of not less than 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</i></p> <p style="margin-left: 40px;"><i>b. The amount of not less than to five percent (5%) of ABC if bid security is in Surety Bond.</i></p>
19.3	<p><i>[In case the Project will be awarded by lot, list the grouping of lots by specifying the group title, items, and the quantity for every identified lot, and the corresponding ABC for each lot.]</i></p> <p><i>[In case the project will be awarded by item, list each item indicating its quantity and ABC.]</i></p> <p style="color: blue;"><i>The evaluation and award is one (1) lot</i></p> <p><i>Note: Please see Items to be Bid</i></p>
20.1	<p>For purposes of Post-Qualification, the following documents/requirements shall be required:</p> <ul style="list-style-type: none"> <li>• DTI Business Name Registration / SEC Registration / CDA Registration</li> <li>• Latest General Information Sheet duly submitted to the SEC, if corporation or partnership</li> </ul>

	<ul style="list-style-type: none"> <li>• Mayor’s Permit (or a recently expired Mayor’s/Business permit together with the official receipt as proof that the prospective bidder has applied for renewal within the period prescribed by the concerned local government unit subject to submission of the Mayor's Permit before the award of contract)</li> <li>• Valid Tax Clearance issued by the BIR</li> <li>• Latest Audited Financial Statement duly submitted to the BIR</li> <li>• Latest Income Tax Return for the preceding Tax Year, whether calendar or fiscal</li> <li>• Latest Business Tax Returns – Value Added Tax (VAT) or Percentage Tax, filed and paid covering the previous six (6) months before the date of Opening of Bids</li> <li>• Other appropriate licenses and permits required by law and documents stated in the Bidding Documents, Bid Bulletin/s and Terms of Reference, if any</li> <li>• Product brochures of the items to be offered, if any</li> </ul> <p>a. <i>Note: Please see Terms of Reference (if any)</i></p>
21.1	<p>Additional contract documents shall be required as follows:</p> <p><i>Note: to be discussed during Pre-bidding Conference</i></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	<p><i>Please see Attached Terms of Reference/Terms and Conditions/Additional requirements</i></p> <p><b>Delivery and Documents –</b></p> <p>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:</p> <p><i>For Goods supplied from abroad, the delivery terms applicable to the Contract are DDP delivered at <a href="#">please refer to Terms of Reference</a>. In accordance with INCOTERMS.”</i></p> <p><i>For Goods supplied from within the Philippines, the delivery terms applicable to this Contract are delivered to <a href="#">please refer to Terms of Reference</a>. Risk and title will pass from the Supplier to the Procuring Entity upon receipt and final acceptance of the Goods at their final destination.”</i></p> <p>Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in Section VI (Schedule of Requirements).</p> <p>For purposes of this Clause the Procuring Entity’s Representative at the Project Site is <i>[indicate name(s)]</i>.</p> <p><b>Incidental Services –</b></p> <p>The Supplier is required to provide all of the following services, including additional services, if any, specified in Section VI. Schedule of Requirements:</p> <p>performance or supervision of on-site assembly and/or start-up of the supplied Goods;  furnishing of tools required for assembly and/or maintenance of the supplied Goods;</p>

furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied Goods;

- c.
- 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 for a period of [*indicate here the time period specified.*]

*If not used indicate a time period of three times the warranty period].*

Spare parts or components shall be supplied as promptly as possible, but in any case, within [*insert appropriate time period*] months of placing the order.

### **Packaging –**

The Supplier shall provide such packaging of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in this Contract. The packaging shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packaging case size and weights shall take into consideration, where appropriate, the remoteness of the Goods' final destination and the absence of heavy handling facilities at all points in transit.

The packaging, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified below, and in any subsequent instructions ordered by the Procuring Entity.

The outer packaging must be clearly marked on at least four (4) sides as follows:

Name of the Procuring Entity  
Name of the Supplier  
Contract Description  
Final Destination  
Gross weight  
Any special lifting instructions  
Any special handling instructions  
Any relevant HAZCHEM classifications

A packaging list identifying the contents and quantities of the package is to be placed on an accessible point of the outer packaging if practical. If not practical the packaging list is to be placed inside the outer packaging but outside the secondary packaging.

### **Transportation –**

Where the Supplier is required under Contract to deliver the Goods CIF, CIP, or DDP, transport of the Goods to the port of destination or such other named place of destination in the Philippines, as shall be specified in this Contract, shall be arranged and paid for by the Supplier, and the cost thereof shall be included in the Contract Price.

Where the Supplier is required under this Contract to transport the Goods to a specified place of destination within the Philippines, defined as the Project Site, transport to such place of destination in the Philippines, including insurance and storage, as shall be specified in this Contract, shall be arranged by the Supplier, and related costs shall be included in the contract price.

Where the Supplier is required under Contract to deliver the Goods CIF, CIP or DDP, Goods are to be transported on carriers of Philippine registry. In the event that no carrier of Philippine registry is available, Goods may be shipped by a carrier which is not of Philippine registry provided that the Supplier obtains and presents to the Procuring Entity certification to this effect from the nearest Philippine consulate to the port of dispatch. In the event that carriers of Philippine registry are available but their schedule delays the Supplier in its performance of this Contract the period from when the Goods were first ready for shipment and the actual date of shipment the period of delay will be considered force majeure.

The Procuring Entity accepts no liability for the damage of Goods during transit other than those prescribed by INCOTERMS for DDP deliveries. In the case of Goods supplied from within the Philippines or supplied by domestic Suppliers risk and title will not be deemed to have passed to the Procuring Entity until their receipt and final acceptance at the final destination.

### **Intellectual Property Rights –**

The Supplier shall indemnify the Procuring Entity against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the Goods or any part thereof.

2.2	The terms of payment shall be as follows: <u><a href="#">Within 45 days after completion of delivery and was duly Inspected and Accepted by the Procuring Entity as evidenced by a Certificate to that effect.</a></u>
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4	<p>The inspections and tests that will be conducted are: <i>[Please see attached Terms of Reference, Additional Terms or Additional Requirements if any;]</i></p> <p>The inspections and tests that will be conducted include, but not limited to inspection for the completeness of the requirements in accordance with the required quantity of the procurement requirement and compliance to all parameters of the Technical Specifications/Scope of Work/Terms of Reference at the project site.</p>
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## Section VI. Schedule of Requirements

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

Item No.	Description	Quantity	Total	Delivered, Weeks/Months
1	Apple, medium size, fresh, red, free from bruises and scars	200 pcs	200 pcs	<i>Staggered basis within 1 year and upon receipt of Notice to Proceed and not to exceed 31 December 2024</i>
2	Lacatan, fresh 10-12 pcs/k, firm, plump, free from bruises, soft spots, decay and splits	1200 kilo	1200 kilo	
3	Latundan, fresh 10-12 pcs/k, firm, plump, free from bruises, soft spots, decay and splits	120 kilo	120 kilo	
4	Mango, ripe, fresh 6 pcs/k, bright yellow, smooth skin, plump, juicy, free from bruises, black spots	10 kilo	10 kilo	
5	Melon, fresh 1.5 k/pc, firm, pink variety, rough skin without holes, juicy, free from bruises, black spots	40 pcs	40 pcs	
6	Papaya, ripe, fresh, yellow, ripe, large, sweet, plump, whole, free from bruises, decay, soft spots	350 kilo	350 kilo	
7	Pineapple, fresh, whole, sweet smelling, free from decay and gummosis	10 pcs	10 pcs	
8	Rambutan, fresh, free from insects	14 kilo	14 kilo	
9	Watermelon, fresh 5-6 k/pc, hard green rind and produces a dull muffled or dead sound when thumped with a finger, pulp juicy and firm	100 pcs	100 pcs	
10	All-purpose cream, 250ml/pack, free from dents	140 pack	140 pack	
11	Atchuete, sealed	6 kilo	6 kilo	
12	Baking Powder, 50g/pack, sealed	1 pack	1 pack	
13	Barbecue marinade, 680-700 ml/btl, sealed	24 btl	24 btl	
14	Basil, dried, 180g/btl, sealed, free from dents	1 btl	1 btl	

15	Bay leaves, dried, sealed	0.5 kilo	0.5 kilo
16	Bihon noodles, sealed	150 kilo	150 kilo
17	Biscuit, Milk-flavored, 20pcs/pack 6-10g/pc, not crushed, for babies and toddlers	40 pack	40 pack
18	Black beans (100-120g/pack), sealed	35 pack	35 pack
19	Black pepper (ground), sealed	3 kilo	3 kilo
20	Black pepper (Semi Ground), sealed	5 kilo	5 kilo
21	Black Pepper (Whole), sealed	1 kilo	1 kilo
22	Bouillon cube, Beef , 60pcs/pack (600g/pack), sealed	1 pack	1 pack
23	Bouillon cube, Chicken , 60pcs/pack (600g/pack), sealed	40 pack	40 pack
24	Bouillon cube, Fish , 60pcs/pack (600g/pack), sealed	2 pack	2 pack
25	Bouillon cube, Pork , 60pcs/pack (600g/pack), sealed	30 pack	30 pack
26	Bread crumbs, sealed	25 kilo	25 kilo
27	Butter Unsalted, 250g/bar, not melted	80 bars	80 bars
28	Canned mushroom, pieces and stems, 400-430g/can, free from dents	160 can	160 can
29	canned Tuna, Flakes in Oil (420-450g/can), free from dents	320 can	320 can
30	Canton noodles, sealed	90 kilo	90 kilo
31	Carbonated drink, clear, 2L/btl, sealed	10 bottle	10 bottle
32	Catsup, 4kg/gal, sealed	12 gal	12 gal
33	Cheese, processed, filled spread (430g), well-formed box	28 bars	28 bars
34	Chicharon, sealed, sealed, crispy	3 kilo	3 kilo
35	Cinnamon Ground, 30g/btl, sealed	1 btl	1 btl
36	Cocoa Powder, 160g/pack, sealed	12 pack	12 pack
37	Condensed milk, 300 ml/can, free from dents	15 can	15 can
38	Cooking oil, Palm, 3.78L/gal, sealed	230 gal	230 gal
39	Cornstarch, 400g/box,	70 pack	70 pack

	sealed		
40	Crackers, Soda, plain, 24 pcs/pack, sealed	50 pack	50 pack
41	Crackers, with fiber, 10 pcs/pack, sealed	35 pack	35 pack
42	Cumin seed, ground, 500g/btl, sealed	1 btl	1 btl
43	Evaporated milk, 370-400ml/can, free from dents	280 can	280 can
44	Flour, All-purpose 800-1000g/box, sealed	150 box	150 box
45	Fruit cocktail (825-850g), free from dents	90 can	90 can
46	Garlic powder, 500-600g/btl, sealed	6 btl	6 btl
47	Glutinous rice, 25kg/sack, free from weevils, palay, stones, grass seed, dirt and other foreign matter	12 sack	12 sack
48	Gulaman powder, assorted color, and flavor, 25-40g/sachet, sealed	380 sachet	380 sachet
49	Japanese soy sauce, 1 L/btl, sealed	6 btl	6 btl
50	Jelly Fruit Cups , 50's/pack (475g/pack), sealed	150 pack	150 pack
51	Liquid Seasoning 1L/ bottle, sealed	6 btl	6 btl
52	Liver Spread, big can 230g/can, free from dents	60 can	60 can
53	Lomi noodles, fresh, sealed	15 kilo	15 kilo
54	Lumpia wrapper, large, fresh	1800 pcs	1800 pcs
55	Lychees in syrup, 500-600g/can, canned, free from dents	100 can	100 can
56	LYE WATER, 300-400ml/btl, sealed	1 btl	1 btl
57	Mamon, plain, 12's/pack (516g/pack), sealed	26 pack	26 pack
58	Macaroni, elbow, sealed	90 kilo	90 kilo
59	Margarine (2 kg/tub), sealed	1 tub	1 tub
60	Mayonnaise, 3.5L/gal, sealed	70 gal	70 gal
61	Miki noodles, sealed	25 kilo	25 kilo
62	Miswa, sealed	90 kilo	90 kilo
63	Molo wrapper, Big, round, 120-150g/pack, fresh	40 pack	40 pack
64	Nutmeg powder, 37 g/btl, sealed	1 btl	1 btl
65	Oatmeal, instant, 800-1000g/pack, sealed	120 pack	120 pack

66	Olive Oil, 500ml/btl, sealed	3 btl	3 btl
67	Oregano, dried, 210g/btl, sealed	2 btl	2 btl
68	Oyster sauce, 4.2kg/gal, sealed	30 gal	30 gal
69	Palabok noodles, sealed	50 kilo	50 kilo
70	Paprika, spanish paprika, 470g/btl, sealed	2 btl	2 btl
71	Pastillas, 50 pcs/pack, sealed	110 pack	110 pack
72	Patis, 3.78L/gal, sealed	60 gal	60 gal
73	Peach halves in syrup, 800-900g/can, Canned, Yellow, Free from dents	110 can	110 can
74	Peanut butter spread, 2k/tub, sealed	30 tub	30 tub
75	Pickled relish, 130-150g/btl, sealed	22 btl	22 btl
76	Pineapple juice (1.36 L/can), free from dents	30 can	30 can
77	Pineapple tidbits (420-460g/can), free from dents	85 can	85 can
78	Polvoron, plain, sealed (20's), sealed	110 pack	110 pack
79	Rice, Long, Whole Grain, Well-milled (25k/sack), free from weevils, palay, stones, grass seed, dirt and other matter	280 sack	280 sack
80	Rosemary leaves, dried, 235g/btl, sealed	1 btl	1 btl
81	Saffron, sealed	0.5 kilo	0.5 kilo
82	Salt, Iodized, Fine, sealed	60 kilo	60 kilo
83	Salt, Iodized, Rock, sealed	85 kilo	85 kilo
84	Sesame Oil, 3L/btl, sealed	2 btl	2 btl
85	Sinigang sa miso mix (40 g), sealed	26 pack	26 pack
86	Sinigang sa sampalok mix (40 g), sealed	26 pack	26 pack
87	sinigang sa sampalok mix with gabi (40 g), sealed	60 pack	60 pack
88	Sotanghon noodles, sealed	60 kilo	60 kilo
89	Soy Sauce, 3.78L/gal, sealed	90 gal	90 gal
90	Spaghetti noodles, 1kg/pack, sealed	170 kilo	170 kilo
91	Spaghetti sauce, 1k, sealed	150 kilo	150 kilo
92	Star anise, 50g/pack, sealed	2 pack	2 pack
93	Sugar, Artificial, 2g/stick, 40 sticks/box, sealed	12 box	12 box
94	Sugar, Segunda, sealed	80 kilo	80 kilo

95	Sugar, white, sealed	60 kilo	60 kilo
96	Tasty bread, white (450g/loaf), sealed	1750 loaves	1750 loaves
97	Thyme Leaves, 225g/btl, sealed	1 btl	1 btl
98	Tomato paste, 150g/pack, sealed	60 pack	60 pack
99	Tomato Sauce, 1k/pack, sealed	120 kilo	120 kilo
100	Tomato Sauce, 200g/pack, sealed	120 pack	120 pack
101	Vanilla extract, 350ml/btl, sealed	1 btl	1 btl
102	Vinegar, 3.78L/gal, sealed	90 gal	90 gal
103	White pepper 530g/btl, sealed	5 btl	5 btl
104	Worcestershire Sauce (150ml), sealed	4 btl	4 btl
105	yema , 50's/pack (250g/pack), sealed	110 pack	110 pack
106	Ampalaya, fresh, bright green color, crisp not limp, free from bruises	150 kilo	150 kilo
107	Baguio beans, crisp, tender, bright green color, free from blemishes	250 kilo	250 kilo
108	Bell pepper, red and green, fresh	30 kilo	30 kilo
109	Cabbage, whitish green, well-trimmed from wilted leaves	280 kilo	280 kilo
110	Calamansi, green, medium-size, juicy	80 kilo	80 kilo
111	Camote, yellow, free from "ulalo" rotten parts	70 kilo	70 kilo
112	Carrots, fresh, clean, without stem, crisp, good orange color, firm, fairly smooth, free from green "sunburned" portions at the top	290 kilo	290 kilo
113	Cassava, free from "ulalo" rotten parts	5 kilo	5 kilo
114	Cauliflower, clean, firm, uniform creamy white color, free from discoloration, solid and compact head	60 kilo	60 kilo
115	Celery, fresh	1 kilo	1 kilo
116	Corn, white, grated, fresh, evenly-sliced	55 kilo	55 kilo
117	Corn, sweet, grated, fresh, evenly-sliced	85 kilo	85 kilo

118	Cucumber, fresh	480 kilo	480 kilo
119	Eggplant, large, plump, fairly smooth, well-shaped, tender, young, shiny color, uniformly dark purples free from blemishes, shrivelling and flabbiness	120 kilo	120 kilo
120	Garlic, mature, compact, well-filled cloves	120 kilo	120 kilo
121	Gata, fresh	60 kilo	60 kilo
122	Ginger, fresh	60 kilo	60 kilo
123	Green peas, frozen, frozen, green-wholed, no-objectionable color	90 kilo	90 kilo
124	Kangkong, fresh young leaves, free from decay	90 kilo	90 kilo
125	Kinchay, fresh, young leaves, crisp, thick and solid stalks, brittle, free from damage, deep cracks and stringiness	1 kilo	1 kilo
126	Labanos, fresh, tender and crisp, smooth, white skin, firm and young fresh leaves if attached	250 kilo	250 kilo
127	Lemon grass, fresh, young leaves, crisp, thick and solid stalk, brittle, free from damage, deep cracks and stringiness	1 kilo	1 kilo
128	Malunggay, leaves, fresh, young leaves, crisp, thick and solid stalk, brittle, free from damage, deep cracks and stringiness	2 kilo	2 kilo
129	Miso, fresh, yellow	3 kilo	3 kilo
130	Monggo beans, green, fresh, brightly colored, smooth, free from cracks, soft spots or discoloration, dry, does not float in water	45 kilo	45 kilo
131	Mustasa, fresh, young leaves, crisp, thick and solid stalk, brittle, free from damage, deep cracks and stringiness	22 kilo	22 kilo
132	Okra, clean, pods tender yet firm, young and fresh, brought green color	28 kilo	28 kilo
133	Onion leeks, fresh, young leaves, crisp, thick and solid stalk, brittle, free from damage, deep cracks and stringiness	4 kilo	4 kilo

134	Onion Red, vibrant red skin, skin free from bruises, firm	220 kilo	220 kilo
135	Onion White, firm, thin and papery white skin, free from\ bruises	40 kilo	40 kilo
136	Pandan leaves, fresh, young leaves, crisp, thick and solid stalk, brittle, free from damage, deep cracks and stringiness	8 kilo	8 kilo
137	Papaya, green, smooth, uniformly vibrant green skin	600 kilo	600 kilo
138	Patola, large, young, not fibrous firm, fairly well-formed, free from discoloration, scar and diseases	500 kilo	500 kilo
139	Pechay baguio, fresh, well-trimmed from wilted leaves	12 kilo	12 kilo
140	Pechay, tagalog, fresh, young leaves, crisp, thick and solid stalk, brittle, free from damage, deep cracks and stringiness	120 kilo	120 kilo
141	Potato, large, firm smooth-skinned, dry fairly shaped	360 kilo	360 kilo
142	Puso ng saging, fresh, for kare-kare	13 kilo	13 kilo
143	Saba, large, turning ripe, plump, free from decay, soft spots and bruises	1000 pcs	1000 pcs
144	sago, white, small, cooked, fresh, well-formed, round, 200-250g/cup	90 cup	90 cup
145	Sayote, firm to touch, between light and dark green color, free from brown soft spot	990 kilo	990 kilo
146	Sigarilyas, fresh, free from dark spots	15 kilo	15 kilo
147	Sili panigang, fresh	2 kilo	2 kilo
148	Sili, leaves, fresh, young leaves, crisp, thick and solid stalk, brittle, free from damage, deep cracks and stringiness	1 kilo	1 kilo
149	Sitaw, fresh, bright green color, free from blemishes and black spots	55 kilo	55 kilo
150	Spring onion, fresh, young leaves, crisp, thick and solid stalk, brittle, free	6 kilo	6 kilo



	from damage, deep cracks and stringiness		
151	Squash (3k/pc), smooth and glossy skin, free from bruises; pulp-bright, yellow, firm, tender crisp, fresh	90 pcs	90 pcs
152	Tofu, fresh, firm	60 kilo	60 kilo
153	togue (mungbean sprout), newly sprout, short stemmed	60 kilo	60 kilo
154	Tomato, bright red or yellowish-red color, firm, crisp, free from blemishes	110 kilo	110 kilo
155	Turnips, small, young, firm, without any nicks or cuts	570 kilo	570 kilo
156	Ubod, sliced, fresh, sliced	10 kilo	10 kilo
157	Upo (long and young), smoothly light green skin, 1-2 kilos per piece	780 pcs	780 pcs
158	Young corn, fresh, 1.6-3.8 inches per piece	22 kilo	22 kilo
159	Beef, ground, fresh, no foul odor, less fat	114 kilo	114 kilo
160	Pork chop, backbone trimmed off, fat not more than 1/2 inch without skin, 8-9 pcs per kilo	150 kilo	150 kilo
161	Pork liver, fresh, well-trimmed, free from white spots external attachment and superficial appendages	15 kilo	15 kilo
162	Pork pigue, fresh, fresh bone cut, 1 1/2 cm thick fat, skin 1/3 cm thick, cleaned, free from hair, bruises, and ammoniacal odor	1000 kilo	1000 kilo
163	Pork, Ground, fresh, no foul odor, less fat	130 kilo	130 kilo
164	Chicken, breast, tender, meated class, fresh chilled	310 kilo	310 kilo
165	Egg, chicken, fresh, large, 55-56 g/pc, free from cracks and dirt	460 trays	460 trays
166	Egg, quail, fresh, free from crack, clean shells	800 pcs	800 pcs
167	Chicken, whole (1-1.3k/pc), dressed, internal organs removed, tender, meated class, fresh chilled, 7-9 weeks of age fully fleshed and meaty.	4000 kilo	4000 kilo
168	Chicken, ground, fresh, no	110 kilo	110 kilo

	foul odor, less fat		
169	Alamang, fresh, whitish-gray color, no "sapal" included	55 kilo	55 kilo
170	Alumahan (6 pcs/k), fresh, 6 pcs/kilo, bright and shiny skin, clear and bulging eyes, reddish gills	560 kilo	560 kilo
171	Bangus, pandaing, deboned, fresh, fully deboned, 3 pcs/kilo, bright and shiny skin, clear and bulging eyes, reddish gills	1100 kilo	1100 kilo
172	Cream dory, fresh, no foul odor	820 kilo	820 kilo
173	Dulong, fresh, no foul odor	5 kilo	5 kilo
174	Galunggong (6 pcs/k), fresh, 6 pcs/kilo, bright and shiny skin, clear and bulging eyes, reddish gills	1300 kilo	1300 kilo
175	Matambaka, fresh, 6 pcs/kilo, bright and shiny skin, clear and bulging eyes, reddish gills	1100 kilo	1100 kilo
176	Tilapia (6 pcs./k), fresh, 6 pcs/kilo, bright and shiny skin, clear and bulging eyes, reddish gills	2100 kilo	2100 kilo
177	Tinapang durog, fresh, evenly-flaked, no fish bones	8 kilo	8 kilo
178	Chicken Hotdog, regular, sealed	10 kilo	10 kilo
179	Corned Beef, sealed, frozen	58 kilo	58 kilo
180	Embotido , (100g/pc), freshly-made, no foul odor	1000 pcs	1000 pcs
181	Ham (15pcs./pack), sealed	80 kilo	80 kilo
182	Hotdog, cheesy, Jumbo, sealed	40 kilo	40 kilo
183	Hotdog, Classic, Jumbo, sealed	85 kilo	85 kilo
184	Pork longganisa, big (12pcs/k), freshly-made, no foul odor	85 kilo	85 kilo
185	Bottled Water, Purified, 350 ml, sealed, free from dents	130000 btl	130000 btl
186	Fruit drink, Assorted Flavor, 250ml/tetrapack, 10 tetrapacks/box, sealed, well-formed packaging	24 boxes	24 boxes
187	Probiotic Drink, Regular, 70-100ml/btl, sealed, well-formed packaging, free	900 btl	900 btl

	from dents			
188	probiotic Drink, non-fat, light, for patients with diabetes, 70-100 ml/btl, sealed, well-formed packaging, free from dents	500 btl	500 btl	
189	Yogurt Drink, Assorted Flavor, 90ml/pack, sealed, well-formed packaging	440 pcs	440 pcs	
190	Tea bags, black (50 tea bags/box), sealed, well-formed packaging	3 boxes	3 boxes	
191	Pineapple juice, unsweetened (250ml/can), sealed, free from dents	220 can	220 can	

# ***Section VII. Technical Specifications***

# Technical Specifications

Item	Specification	Statement of Compliance	
		<p><i>[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. <u>Bidders should likewise indicate the "BRAND" to be offered, or the manufacturer's name.</u> 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.]</i></p>	
		Statement of Compliance /	Brand Name

		Evidence of Compliance	
1	Apple, medium size, fresh, red, free from bruises and scars		
2	Lacatan, fresh 10-12 pcs/k, firm, plump, free from bruises, soft spots, decay and splits		
3	Latundan, fresh 10-12 pcs/k, firm, plump, free from bruises, soft spots, decay and splits		
4	Mango, ripe, fresh 6 pcs/k, bright yellow, smooth skin, plump, juicy, free from bruises, black spots		
5	Melon, fresh 1.5 k/pc, firm, pink variety, rough skin without holes, juicy, free from bruises, black spots		
6	Papaya, ripe, fresh, yellow, ripe, large, sweet, plump, whole, free from bruises, decay, soft spots		
7	Pineapple, fresh, whole, sweet smelling, free from decay and gummosis		
8	Rambutan, fresh, free from insects		
9	Watermelon, fresh 5-6 k/pc, hard green rind and produces a dull muffled or dead sound when thumped with a finger, pulp juicy and firm		
10	All-purpose cream, 250ml/pack, free from dents		
11	Atchuete, sealed		
12	Baking Powder, 50g/pack, sealed		
13	Barbecue marinade, 680-700 ml/btl, sealed		
14	Basil, dried, 180g/btl, sealed, free from dents		
15	Bay leaves, dried, sealed		
16	Bihon noodles, sealed		
17	Biscuit, Milk-flavored, 20pcs/pack 6-10g/pc, not crushed, for babies and toddlers		
18	Black beans (100-120g/pack), sealed		
19	Black pepper (ground), sealed		
20	Black pepper (Semi Ground), sealed		
21	Black Pepper (Whole), sealed		

22	Bouillon cube, Beef , 60pcs/pack (600g/pack), sealed		
23	Bouillon cube, Chicken , 60pcs/pack (600g/pack), sealed		
24	Bouillon cube, Fish , 60pcs/pack (600g/pack), sealed		
25	Bouillon cube, Pork , 60pcs/pack (600g/pack), sealed		
26	Bread crumbs, sealed		
27	Butter Unsalted, 250g/bar, not melted		
28	Canned mushroom, pieces and stems, 400-430g/can, free from dents		
29	canned Tuna, Flakes in Oil (420-450g/can), free from dents		
30	Canton noodles, sealed		
31	Carbonated drink, clear, 2L/btl, sealed		
32	Catsup, 4kg/gal, sealed		
33	Cheese, processed, filled spread (430g), well-formed box		
34	Chicharon, sealed, sealed, crispy		
35	Cinnamon Ground, 30g/btl, sealed		
36	Cocoa Powder, 160g/pack, sealed		
37	Condensed milk, 300 ml/can, free from dents		
38	Cooking oil, Palm, 3.78L/gal, sealed		
39	Cornstarch, 400g/box, sealed		
40	Crackers, Soda, plain, 24 pcs/pack, sealed		
41	Crackers, with fiber, 10 pcs/pack, sealed		
42	Cumin seed, ground, 500g/btl, sealed		
43	Evaporated milk, 370-400ml/can, free from dents		
44	Flour, All-purpose 800-1000g/box, sealed		
45	Fruit cocktail (825-850g), free from dents		
46	Garlic powder, 500-600g/btl, sealed		
47	Glutinous rice, 25kg/sack, free from weevils, palay, stones, grass seed, dirt and other foreign matter		
48	Gulaman powder, assorted color, and flavor, 25-40g/sachet, sealed		

49	Japanese soy sauce, 1 L/btl, sealed		
50	Jelly Fruit Cups , 50's/pack (475g/pack), sealed		
51	Liquid Seasoning 1L/ bottle, sealed		
52	Liver Spread, big can 230g/can, free from dents		
53	Lomi noodles, fresh, sealed		
54	Lumpia wrapper, large, fresh		
55	Lychees in syrup, 500-600g/can, canned, free from dents		
56	LYE WATER, 300-400ml/btl, sealed		
57	Mamon, plain, 12's/pack (516g/pack), sealed		
58	Macaroni, elbow, sealed		
59	Margarine (2 kg/tub), sealed		
60	Mayonnaise, 3.5L/gal, sealed		
61	Miki noodles, sealed		
62	Miswa, sealed		
63	Molo wrapper, Big, round, 120-150g/pack, fresh		
64	Nutmeg powder, 37 g/btl, sealed		
65	Oatmeal, instant, 800-1000g/pack, sealed		
66	Olive Oil, 500ml/btl, sealed		
67	Oregano, dried, 210g/btl, sealed		
68	Oyster sauce, 4.2kg/gal, sealed		
69	Palabok noodles, sealed		
70	Paprika, spanish paprika, 470g/btl, sealed		
71	Pastillas, 50 pcs/pack, sealed		
72	Patis, 3.78L/gal, sealed		
73	Peach halves in syrup, 800-900g/can, Canned, Yellow, Free from dents		
74	Peanut butter spread, 2k/tub, sealed		
75	Pickled relish, 130-150g/btl, sealed		
76	Pineapple juice (1.36 L/can), free from dents		
77	Pineapple tidbits (420-460g/can), free from dents		
78	Polvoron, plain, sealed (20's), sealed		
79	Rice, Long, Whole Grain, Well-milled (25k/sack), free from weevils, palay, stones, grass seed, dirt and other matter		



80	Rosemary leaves, dried, 235g/btl, sealed		
81	Saffron, sealed		
82	Salt, Iodized, Fine, sealed		
83	Salt, Iodized, Rock, sealed		
84	Sesame Oil, 3L/btl, sealed		
85	Sinigang sa miso mix (40 g), sealed		
86	Sinigang sa sampalok mix (40 g), sealed		
87	sinigang sa sampalok mix with gabi (40 g), sealed		
88	Sotanghon noodles, sealed		
89	Soy Sauce, 3.78L/gal, sealed		
90	Spaghetti noodles, 1kg/pack, sealed		
91	Spaghetti sauce, 1k, sealed		
92	Star anise, 50g/pack, sealed		
93	Sugar, Artificial, 2g/stick, 40 sticks/box, sealed		
94	Sugar, Segunda, sealed		
95	Sugar, white, sealed		
96	Tasty bread, white (450g/loaf), sealed		
97	Thyme Leaves, 225g/btl, sealed		
98	Tomato paste, 150g/pack, sealed		
99	Tomato Sauce, 1k/pack, sealed		
100	Tomato Sauce, 200g/pack, sealed		
101	Vanilla extract, 350ml/btl, sealed		
102	Vinegar, 3.78L/gal, sealed		
103	White pepper 530g/btl, sealed		
104	Worcestershire Sauce (150ml), sealed		
105	yema , 50's/pack (250g/pack), sealed		
106	Ampalaya, fresh, bright green color, crisp not limp, free from bruises		
107	Baguio beans, crisp, tender, bright green color, free from blemishes		
108	Bell pepper, red and green, fresh		
109	Cabbage, whitish green, well-trimmed from wilted leaves		
110	Calamansi, green, medium-size, juicy		
111	Camote, yellow, free from "ulalo" rotten parts		
112	Carrots, fresh, clean, without stem, crisp, good orange color, firm, fairly smooth, free from		

	green "sunburned" portions at the top		
113	Cassava, free from "ulalo" rotten parts		
114	Cauliflower, clean, firm, uniform creamy white color, free from discoloration, solid and compact head		
115	Celery, fresh		
116	Corn, white, grated, fresh, evenly-sliced		
117	Corn, sweet, grated, fresh, evenly-sliced		
118	Cucumber, fresh		
119	Eggplant, large, plump, fairly smooth, well-shaped, tender, young, shiny color, uniformly dark purples free from blemishes, shrivelling and flabbiness		
120	Garlic, mature, compact, well-filled cloves		
121	Gata, fresh		
122	Ginger, fresh		
123	Green peas, frozen, frozen, green-wholed, no-objectionable color		
124	Kangkong, fresh young leaves, free from decay		
125	Kinchay, fresh, young leaves, crisp, thick and solid stalks, brittle, free from damage, deep cracks and stringiness		
126	Labanos, fresh, tender and crisp, smooth, white skin, firm and young fresh leaves if attached		
127	Lemon grass, fresh, young leaves, crisp, thick and solid stalk, brittle, free from damage, deep cracks and stringiness		
128	Malunggay, leaves, fresh, young leaves, crisp, thick and solid stalk, brittle, free from damage, deep cracks and stringiness		
129	Miso, fresh, yellow		
130	Monggo beans, green, fresh, brightly colored, smooth, free from cracks, soft spots or discoloration, dry, does not float in water		
131	Mustasa, fresh, young leaves, crisp, thick and solid stalk, brittle, free from damage, deep cracks		

	and stringiness		
132	Okra, clean, pods tender yet firm, young and fresh, brought green color		
133	Onion leeks, fresh, young leaves, crisp, thick and solid stalk, brittle, free from damage, deep cracks and stringiness		
134	Onion Red, vibrant red skin, skin free from bruises, firm		
135	Onion White, firm, thin and papery white skin, free from bruises		
136	Pandan leaves, fresh, young leaves, crisp, thick and solid stalk, brittle, free from damage, deep cracks and stringiness		
137	Papaya, green, smooth, uniformly vibrant green skin		
138	Patola, large, young, not fibrous firm, fairly well-formed, free from discoloration, scar and diseases		
139	Pechay baguio, fresh, well-trimmed from wilted leaves		
140	Pechay, tagalog, fresh, young leaves, crisp, thick and solid stalk, brittle, free from damage, deep cracks and stringiness		
141	Potato, large, firm smooth-skinned, dry fairly shaped		
142	Puso ng saging, fresh, for kare-kare		
143	Saba, large, turning ripe, plump, free from decay, soft spots and bruises		
144	sago, white, small, cooked, fresh, well-formed, round, 200-250g/cup		
145	Sayote, firm to touch, between light and dark green color, free from brown soft spot		
146	Sigarilyas, fresh, free from dark spots		
147	Sili panigang, fresh		
148	Sili, leaves, fresh, young leaves, crisp, thick and solid stalk, brittle, free from damage, deep cracks and stringiness		
149	Sitaw, fresh, bright green color, free from blemishes and black spots		
150	Spring onion, fresh, young		

	leaves, crisp, thick and solid stalk, brittle, free from damage, deep cracks and stringiness		
151	Squash (3k/pc), smooth and glossy skin, free from bruises; pulp-bright, yellow, firm, tender crisp, fresh		
152	Tofu, fresh, firm		
153	togue (mungbean sprout), newly sprout, short stemmed		
154	Tomato, bright red or yellowish-red color, firm, crisp, free from blemishes		
155	Turnips, small, young, firm, without any nicks or cuts		
156	Ubod, sliced, fresh, sliced		
157	Upo (long and young), smoothly light green skin, 1-2 kilos per piece		
158	Young corn, fresh, 1.6-3.8 inches per piece		
159	Beef, ground, fresh, no foul odor, less fat		
160	Pork chop, backbone trimmed off, fat not more than 1/2 inch without skin, 8-9 pcs per kilo		
161	Pork liver, fresh, well-trimmed, free from white spots external attachment and superficial appendages		
162	Pork pigue, fresh, fresh bone cut, 1 1/2 cm thick fat, skin 1/3 cm thick, cleaned, free from hair, bruises, and ammoniacal odor		
163	Pork, Ground, fresh, no foul odor, less fat		
164	Chicken, breast, tender, meated class, fresh chilled		
165	Egg, chicken, fresh, large, 55-56 g/pc, free from cracks and dirt		
166	Egg, quail, fresh, free from crack, clean shells		
167	Chicken, whole (1-1.3k/pc), dressed, internal organs removed, tender, meated class, fresh chilled, 7-9 weeks of age fully fleshed and meaty.		
168	Chicken, ground, fresh, no foul odor, less fat		
169	Alamang, fresh, whitish-gray color, no "sapal" included		

170	Alumahan (6 pcs/k), fresh, 6 pcs/kilo, bright and shiny skin, clear and bulging eyes, reddish gills		
171	Bangus, pandaing, deboned, fresh, fully deboned, 3 pcs/kilo, bright and shiny skin, clear and bulging eyes, reddish gills		
172	Cream dory, fresh, no foul odor		
173	Dulong, fresh, no foul odor		
174	Galunggong (6 pcs/k), fresh, 6 pcs/kilo, bright and shiny skin, clear and bulging eyes, reddish gills		
175	Matambaka, fresh, 6 pcs/kilo, bright and shiny skin, clear and bulging eyes, reddish gills		
176	Tilapya (6 pcs./k), fresh, 6 pcs/kilo, bright and shiny skin, clear and bulging eyes, reddish gills		
177	Tinapang durog, fresh, evenly-flaked, no fish bones		
178	Chicken Hotdog, regular, sealed		
179	Corned Beef, sealed, frozen		
180	Embotido , (100g/pc), freshly-made, no foul odor		
181	Ham (15pcs./pack), sealed		
182	Hotdog, cheesy, Jumbo, sealed		
183	Hotdog, Classic, Jumbo, sealed		
184	Pork longganisa, big (12pcs/k), freshly-made, no foul odor		
185	Bottled Water, Purified, 350 ml, sealed, free from dents		
186	Fruit drink, Assorted Flavor, 250ml/tetrapack, 10 tetrapacks/box, sealed, well-formed packaging		
187	Probiotic Drink, Regular, 70-100ml/btl, sealed, well-formed packaging, free from dents		
188	probiotic Drink, non-fat, light, for patients with diabetes, 70-100 ml/btl, sealed, well-formed packaging, free from dents		
189	Yogurt Drink, Assorted Flavor, 90ml/pack, sealed, well-formed packaging		
190	Tea bags, black (50 tea bags/box), sealed, well-formed packaging		

191	Pineapple juice, unsweetened (250ml/can), sealed, free from dents		
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I hereby commit to comply with all the above technical specifications and provisions in the Terms of Reference and/or Bid Bulletin, if any.

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Name and Signature of Bidder /  
Authorized Representative

\_\_\_\_\_  
Official Email Address

# TERMS OF REFERENCE



PASIG CITY CHILDREN'S HO

## TERMS OF REFERENCE

### Lot 1: Food Supplier of the Pasig City Children's Hospital - Child's Hope

#### PUBLIC BIDDING

#### Nutrition and Dietetics Section

#### A. Rationale

The service of a competent and dependent food supplier is required to deliver food supplies (meat, fish, poultry products, vegetable, fruit, rice, bread, and groceries) at Pasig City Children's Hospital - Child's Hope Nutrition and Dietetics Section. The delivery of a supplier under such terms and conditions imposed by PCCH shall ensure that the food supplies are fresh and clean as it will be used in preparation of patients' meals.

#### B. Scope

1. The Child's Hope Nutrition and Dietetics Section shall have a supplier of all the raw materials needed in food preparation and service.
2. The supplier is responsible in delivering food items requested in the purchase order with a reasonable price. The deliveries must meet the specifications stated.

#### C. Role of Pasig City Children's Hospital - Child's Hope

The Child's Hope shall:

1. Provide the requisition slip one day prior to delivery schedule specifically Tuesday and Friday which indicates the quantity and specifications of food items to order then submit it to the supplier. The Hospital Dietitian shall base the quantity of the items to order on the patient census. Written orders shall be verified by the approving officers.
2. Have an appropriate space for receiving the deliveries. The receiving area shall have an accurate weighing scale and has an accessible sink for washing purposes.
3. The purchase order should be checked against the invoice. Check the items delivered if they meet the specifications requested before receiving. Make sure the weight and number of the item is right and equal to the purchase order by weighing and counting the items one by one. Ensure also if the items are all in good condition. If the items failed to meet the specifications, the receiving person/clerk shall return the item to the supplier for replacement.
4. Purchase at the lowest total cost, consistent with obtaining the required quantity and quality plus satisfactory service.
5. Delivery receipts should be signed by the designated receiving person and countersigned by the Chief Dietitian and the Property and Supply Department Representative.

#### D. Role of Supplier

The Supplier should:

1. Deliver the items based on the specification ordered by the PCCH Dietary. If the items did not meet the set specifications, the Dietitian/receiving person should reject and return the item. The Supplier should replace it right away.
2. Give an official receipt duly issued by the Bureau of Internal Revenue.

3. Delivery personnel should be a holder of a valid health certificate issued by a local government unit to be submitted during post-qualification procedure
4. Have an equipment like push cart to transport the deliveries from their vehicle up to the Dietary Section's storage room.

**E. Delivery Terms**

- The delivery will start upon the issuance of the Notice to Proceed, on a staggered basis within 1 year but not to exceed December 31, 2024.
- The supplier is required to deliver supplies within 48 hours upon receiving the Requisition Slip from the end-user. The schedule is twice a week, during Tuesdays and Fridays at 7 to 7:30 a.m.

**F. Payment Term**

The supplier shall bill the client for the expense of the items delivered on a monthly payment based on actual delivery.

**G. Basic Qualification Requirement**

The Supplier must have a proven competent track record in the food supplies delivery with the following eligibility requirements:

1. Certification or recognition of at least two (2) Good Performance from previous clients preferably from hospital institution for the past two (2) years.

**H. Criteria for Selection**

Bidders are required to submit to the Bids and Awards Committee (BAC) their Price Quotation. The bidder presented the most reasonable and lowest price of food supplies will be selected.



### Items to be Bid

ITEM NO	QTY	UOM	APPROVED UNIT PRICE (PHP)	APPROVED BUDGET FOR THE CONTRACT (PHP)	DESCRIPTION
1	200	pcs	45.00	9,000.00	Apple, medium size, fresh, red, free from bruises and scars
2	1,200	kilo	140.00	168,000.00	Lacatan, fresh 10-12 pcs/k, firm, plump, free from bruises, soft spots, decay and splits
3	120	kilo	140.00	16,800.00	Latundan, fresh 10-12 pcs/k, firm, plump, free from bruises, soft spots, decay and splits
4	10	kilo	362.00	3,620.00	Mango, ripe, fresh 6 pcs/k, bright yellow, smooth skin, plump, juicy, free from bruises, black spots
5	40	pcs	200.00	8,000.00	Melon, fresh 1.5 k/pc, firm, pink variety, rough skin without holes, juicy, free from bruises, black spots
6	350	kilo	140.00	49,000.00	Papaya, ripe, fresh, yellow, ripe, large, sweet, plump, whole, free from bruises, decay, soft spots
7	10	pcs	120.00	1,200.00	Pineapple, fresh, whole, sweet smelling, free from decay and gummosis
8	14	kilo	200.00	2,800.00	Rambutan, fresh, free from insects
9	100	pcs	350.00	35,000.00	Watermelon, fresh 5-6 k/pc, hard green rind and produces a dull muffled or dead sound when thumped with a finger, pulp juicy and firm
10	140	pack	130.00	18,200.00	All-purpose cream, 250ml/pack, free from dents
11	6	kilo	550.00	3,300.00	Atchuete, sealed
12	1	pack	70.00	70.00	Baking Powder, 50g/pack, sealed
13	24	btl	320.00	7,680.00	Barbecue marinade, 680-700 ml/btl, sealed
14	1	btl	750.00	750.00	Basil, dried, 180g/btl, sealed, free from dents
15	1	kilo	750.00	375.00	Bay leaves, dried, sealed
16	150	kilo	180.00	27,000.00	Bihon noodles, sealed
17	40	pack	60.00	2,400.00	Biscuit, Milk-flavored, 20pcs/pack 6-10g/pc, not crushed, for babies and toddlers
18	35	pack	50.00	1,750.00	Black beans (100-120g/pack), sealed

19	3	kilo	2,000.00	6,000.00	Black pepper (ground), sealed
20	5	kilo	1,900.00	9,500.00	Black pepper (Semi Ground), sealed
21	1	kilo	2,200.00	2,200.00	Black Pepper (Whole), sealed
22	1	pack	600.00	600.00	Bouillon cube, Beef , 60pcs/pack (600g/pack), sealed
23	40	pack	600.00	24,000.00	Bouillon cube, Chicken , 60pcs/pack (600g/pack), sealed
24	2	pack	600.00	1,200.00	Bouillon cube, Fish , 60pcs/pack (600g/pack), sealed
25	30	pack	600.00	18,000.00	Bouillon cube, Pork , 60pcs/pack (600g/pack), sealed
26	25	kilo	250.00	6,250.00	Bread crumbs, sealed
27	80	bars	140.00	11,200.00	Butter Unsalted, 250g/bar, not melted
28	160	can	100.00	16,000.00	Canned mushroom, pieces and stems, 400-430g/can, free from dents
29	320	can	220.00	70,400.00	canned Tuna, Flakes in Oil (420-450g/can), free from dents
30	90	kilo	240.00	21,600.00	Canton noodles, sealed
31	10	bottle	150.00	1,500.00	Carbonated drink, clear, 2L/btl, sealed
32	12	gal	350.00	4,200.00	Catsup, 4kg/gal, sealed
33	28	bars	250.00	7,000.00	Cheese, processed, filled spread (430g), well-formed box
34	3	kilo	500.00	1,500.00	Chicharon, sealed, sealed, crispy
35	1	btl	200.00	200.00	Cinnamon Ground, 30g/btl, sealed
36	12	pack	280.00	3,360.00	Cocoa Powder, 160g/pack, sealed
37	15	can	95.00	1,425.00	Condensed milk, 300 ml/can, free from dents
38	230	gal	780.00	179,400.00	Cooking oil, Palm, 3.78L/gal, sealed
39	70	pack	90.00	6,300.00	Cornstarch, 400g/box, sealed
40	50	pack	210.00	10,500.00	Crackers, Soda, plain, 24 pcs/pack, sealed
41	35	pack	145.00	5,075.00	Crackers, with fiber, 10 pcs/pack, sealed
42	1	btl	750.00	750.00	Cumin seed, ground, 500g/btl, sealed
43	280	can	75.00	21,000.00	Evaporated milk, 370-400ml/can, free from dents
44	150	box	180.00	27,000.00	Flour, All-purpose 800-1000g/box, sealed
45	90	can	160.00	14,400.00	Fruit cocktail (825-850g), free

					from dents
46	6	btl	160.00	960.00	Garlic powder, 500-600g/btl, sealed
47	12	sack	3,000.00	36,000.00	Glutinous rice, 25kg/sack, free from weevils, palay, stones, grass seed, dirt and other foreign matter
48	380	sachet	50.00	19,000.00	Gulaman powder, assorted color, and flavor, 25-40g/sachet, sealed
49	6	btl	600.00	3,600.00	Japanese soy sauce, 1 L/btl, sealed
50	150	pack	180.00	27,000.00	Jelly Fruit Cups , 50's/pack (475g/pack), sealed
51	6	btl	550.00	3,300.00	Liquid Seasoning 1L/ bottle, sealed
52	60	can	120.00	7,200.00	Liver Spread, big can 230g/can, free from dents
53	15	kilo	180.00	2,700.00	Lomi noodles, fresh, sealed
54	1,800	pcs	2.50	4,500.00	Lumpia wrapper, large, fresh
55	100	can	220.00	22,000.00	Lychees in syrup, 500-600g/can, canned, free from dents
56	1	btl	115.00	115.00	LYE WATER, 300-400ml/btl, sealed
57	26	pack	280.00	7,280.00	Mamon, plain, 12's/pack (516g/pack), sealed
58	90	kilo	195.00	17,550.00	Macaroni, elbow, sealed
59	1	tub	550.00	550.00	Margarine (2 kg/tub), sealed
60	70	gal	850.00	59,500.00	Mayonnaise, 3.5L/gal, sealed
61	25	kilo	180.00	4,500.00	Miki noodles, sealed
62	90	kilo	190.00	17,100.00	Miswa, sealed
63	40	pack	95.00	3,800.00	Molo wrapper, Big, round, 120-150g/pack, fresh
64	1	btl	350.00	350.00	Nutmeg powder, 37 g/btl, sealed
65	120	pack	280.00	33,600.00	Oatmeal, instant, 800-1000g/pack, sealed
66	3	btl	550.00	1,650.00	Olive Oil, 500ml/btl, sealed
67	2	btl	750.00	1,500.00	Oregano, dried, 210g/btl, sealed
68	30	gal	990.00	29,700.00	Oyster sauce, 4.2kg/gal, sealed
69	50	kilo	180.00	9,000.00	Palabok noodles, sealed
70	2	btl	990.00	1,980.00	Paprika, spanish paprika, 470g/btl, sealed
71	110	pack	120.00	13,200.00	Pastillas, 50 pcs/pack, sealed
72	60	gal	360.00	21,600.00	Patis, 3.78L/gal, sealed
73	110	can	240.00	26,400.00	Peach halves in syrup, 800-900g/can, Canned, Yellow, Free from dents
74	30	tub	950.00	28,500.00	Peanut butter spread, 2k/tub,

					sealed
75	22	btl	140.00	3,080.00	Pickled relish, 130-150g/btl, sealed
76	30	can	180.00	5,400.00	Pineapple juice (1.36 L/can), free from dents
77	85	can	160.00	13,600.00	Pineapple tidbits (420-460g/can), free from dents
78	110	pack	140.00	15,400.00	Polvoron, plain, sealed (20's), sealed
79	280	sack	2,500.00	700,000.00	Rice, Long, Whole Grain, Well-milled (25k/sack), free from weevils, palay, stones, grass seed, dirt and other matter
80	1	btl	750.00	750.00	Rosemary leaves, dried, 235g/btl, sealed
81	1	kilo	2,100.00	1,050.00	Saffron, sealed
82	60	kilo	80.00	4,800.00	Salt, Iodized, Fine, sealed
83	85	kilo	65.00	5,525.00	Salt, Iodized, Rock, sealed
84	2	btl	1,350.00	2,700.00	Sesame Oil, 3L/btl, sealed
85	26	pack	50.00	1,300.00	Sinigang sa miso mix (40 g), sealed
86	26	pack	50.00	1,300.00	Sinigang sa sampalok mix (40 g), sealed
87	60	pack	50.00	3,000.00	sinigang sa sampalok mix with gabi (40 g), sealed
88	60	kilo	550.00	33,000.00	Sotanghon noodles, sealed
89	90	gal	380.00	34,200.00	Soy Sauce, 3.78L/gal, sealed
90	170	kilo	200.00	34,000.00	Spaghetti noodles, 1kg/pack, sealed
91	150	kilo	200.00	30,000.00	Spaghetti sauce, 1k, sealed
92	2	pack	80.00	160.00	Star anise, 50g/pack, sealed
93	12	box	320.00	3,840.00	Sugar, Artificial, 2g/stick, 40 sticks/box, sealed
94	80	kilo	190.00	15,200.00	Sugar, Segunda, sealed
95	60	kilo	190.00	11,400.00	Sugar, white, sealed
96	1,750	loaves	160.00	280,000.00	Tasty bread, white (450g/loaf), sealed
97	1	btl	750.00	750.00	Thyme Leaves, 225g/btl, sealed
98	60	pack	60.00	3,600.00	Tomato paste, 150g/pack, sealed
99	120	kilo	180.00	21,600.00	Tomato Sauce, 1k/pack, sealed
100	120	pack	55.00	6,600.00	Tomato Sauce, 200g/pack, sealed
101	1	btl	120.00	120.00	Vanilla extract, 350ml/btl, sealed
102	90	gal	310.00	27,900.00	Vinegar, 3.78L/gal, sealed
103	5	btl	2,500.00	12,500.00	White pepper 530g/btl, sealed
104	4	btl	220.00	880.00	Worcestershire Sauce (150ml), sealed
105	110	pack	140.00	15,400.00	yema , 50's/pack (250g/pack), sealed

106	150	kilo	250.00	37,500.00	Ampalaya, fresh, bright green color, crisp not limp, free from bruises
107	250	kilo	240.00	60,000.00	Baguio beans, crisp, tender, bright green color, free from blemishes
108	30	kilo	500.00	15,000.00	Bell pepper, red and green, fresh
109	280	kilo	220.00	61,600.00	Cabbage, whitish green, well-trimmed from wilted leaves
110	80	kilo	220.00	17,600.00	Calamansi, green, medium-size, juicy
111	70	kilo	140.00	9,800.00	Camote, yellow, free from "ulalo" rotten parts
112	290	kilo	400.00	116,000.00	Carrots, fresh, clean, without stem, crisp, good orange color, firm, fairly smooth, free from green "sunburned" portions at the top
113	5	kilo	160.00	800.00	Cassava, free from "ulalo" rotten parts
114	60	kilo	500.00	30,000.00	Cauliflower, clean, firm, uniform creamy white color, free from discoloration, solid and compact head
115	1	kilo	500.00	500.00	Celery, fresh
116	55	kilo	180.00	9,900.00	Corn, white, grated, fresh, evenly-sliced
117	85	kilo	190.00	16,150.00	Corn, sweet, grated, fresh, evenly-sliced
118	480	kilo	220.00	105,600.00	Cucumber, fresh
119	120	kilo	220.00	26,400.00	Eggplant, large, plump, fairly smooth, well-shaped, tender, young, shiny color, uniformly dark purples free from blemishes, shrivelling and flabbiness
120	120	kilo	300.00	36,000.00	Garlic, mature, compact, well-filled cloves
121	60	kilo	250.00	15,000.00	Gata, fresh
122	60	kilo	300.00	18,000.00	Ginger, fresh
123	90	kilo	400.00	36,000.00	Green peas, frozen, frozen, green-wholed, no-objectionable color
124	90	kilo	100.00	9,000.00	Kangkong, fresh young leaves, free from decay
125	1	kilo	433.00	433.00	Kinchay, fresh, young leaves, crisp, thick and solid stalks, brittle, free from damage, deep cracks and stringiness
126	250	kilo	198.00	49,500.00	Labanos, fresh, tender and crisp, smooth, white skin, firm and young fresh leaves if attached

127	1	kilo	266.00	266.00	Lemon grass, fresh, young leaves, crisp, thick and solid stalk, brittle, free from damage, deep cracks and stringiness
128	2	kilo	195.00	390.00	Malunggay, leaves, fresh, young leaves, crisp, thick and solid stalk, brittle, free from damage, deep cracks and stringiness
129	3	kilo	226.00	678.00	Miso, fresh, yellow
130	45	kilo	254.00	11,430.00	Monggo beans, green, fresh, brightly colored, smooth, free from cracks, soft spots or discoloration, dry, does not float in water
131	22	kilo	188.00	4,136.00	Mustasa, fresh, young leaves, crisp, thick and solid stalk, brittle, free from damage, deep cracks and stringiness
132	28	kilo	200.00	5,600.00	Okra, clean, pods tender yet firm, young and fresh, brought green color
133	4	kilo	388.00	1,552.00	Onion leeks, fresh, young leaves, crisp, thick and solid stalk, brittle, free from damage, deep cracks and stringiness
134	220	kilo	500.00	110,000.00	Onion Red, vibrant red skin, skin free from bruises, firm
135	40	kilo	500.00	20,000.00	Onion White, firm, thin and papery white skin, free from bruises
136	8	kilo	233.00	1,864.00	Pandan leaves, fresh, young leaves, crisp, thick and solid stalk, brittle, free from damage, deep cracks and stringiness
137	600	kilo	125.00	75,000.00	Papaya, green, smooth, uniformly vibrant green skin
138	500	kilo	205.00	102,500.00	Patola, large, young, not fibrous firm, fairly well-formed, free from discoloration, scar and diseases
139	12	kilo	180.00	2,160.00	Pechay baguio, fresh, well-trimmed from wilted leaves
140	120	kilo	190.00	22,800.00	Pechay, tagalog, fresh, young leaves, crisp, thick and solid stalk, brittle, free from damage, deep cracks and stringiness
141	360	kilo	250.00	90,000.00	Potato, large, firm smooth-skinned, dry fairly shaped
142	13	kilo	180.00	2,340.00	Puso ng saging, fresh, for kare-kare

143	1,000	pcs	10.00	10,000.00	Saba, large, turning ripe, plump, free from decay, soft spots and bruises
144	90	cup	25.00	2,250.00	sago, white, small, cooked, fresh, well-formed, round, 200-250g/cup
145	990	kilo	140.00	138,600.00	Sayote, firm to touch, between light and dark green color, free from brown soft spot
146	15	kilo	300.00	4,500.00	Sigarilyas, fresh, free from dark spots
147	2	kilo	300.00	600.00	Sili panigang, fresh
148	1	kilo	250.00	250.00	Sili, leaves, fresh, young leaves, crisp, thick and solid stalk, brittle, free from damage, deep cracks and stringiness
149	55	kilo	280.00	15,400.00	Sitaw, fresh, bright green color, free from blemishes and black spots
150	6	kilo	322.00	1,932.00	Spring onion, fresh, young leaves, crisp, thick and solid stalk, brittle, free from damage, deep cracks and stringiness
151	90	pcs	220.00	19,800.00	Squash (3k/pc), smooth and glossy skin, free from bruises; pulp-bright, yellow, firm, tender crisp, fresh
152	60	kilo	80.00	4,800.00	Tofu, fresh, firm
153	60	kilo	140.00	8,400.00	togue (mungbean sprout), newly sprout, short stemmed
154	110	kilo	180.00	19,800.00	Tomato, bright red or yellowish-red color, firm, crisp, free from blemishes
155	570	kilo	140.00	79,800.00	Turnips, small, young, firm, without any nicks or cuts
156	10	kilo	220.00	2,200.00	Ubod, sliced, fresh, sliced
157	780	pcs	160.00	124,800.00	Upo (long and young), smoothly light green skin, 1-2 kilos per piece
158	22	kilo	560.00	12,320.00	Young corn, fresh, 1.6-3.8 inches per piece
159	114	kilo	650.00	74,100.00	Beef, ground, fresh, no foul odor, less fat
160	150	kilo	520.00	78,000.00	Pork chop, backbone trimmed off, fat not more than 1/2 inch without skin, 8-9 pcs per kilo
161	15	kilo	460.00	6,900.00	Pork liver, fresh, well-trimmed, free from white spots external attachment and superficial appendages
162	1,000	kilo	520.00	520,000.00	Pork pigue, fresh, fresh bone cut, 1 1/2 cm thick fat, skin 1/3 cm thick, cleaned, free

					from hair, bruises, and ammoniacal odor
163	130	kilo	520.00	67,600.00	Pork, Ground, fresh, no foul odor, less fat
164	310	kilo	400.00	124,000.00	Chicken, breast, tender, meated class, fresh chilled
165	460	trays	400.00	184,000.00	Egg, chicken, fresh, large, 55-56 g/pc, free from cracks and dirt
166	800	pcs	5.00	4,000.00	Egg, quail, fresh, free from crack, clean shells
167	4,000	kilo	390.00	1,560,000.00	Chicken, whole (1-1.3k/pc), dressed, internal organs removed, tender, meated class, fresh chilled, 7-9 weeks of age fully fleshed and meaty.
168	110	kilo	440.00	48,400.00	Chicken, ground, fresh, no foul odor, less fat
169	55	kilo	256.00	14,080.00	Alamang, fresh, whitish-gray color, no "sapal" included
170	560	kilo	460.00	257,600.00	Alumahan (6 pcs/k), fresh, 6 pcs/kilo, bright and shiny skin, clear and bulging eyes, reddish gills
171	1,100	kilo	400.00	440,000.00	Bangus, pandaing, deboned, fresh, fully deboned, 3 pcs/kilo, bright and shiny skin, clear and bulging eyes, reddish gills
172	820	kilo	350.00	287,000.00	Cream dory, fresh, no foul odor
173	5	kilo	700.00	3,500.00	Dulong, fresh, no foul odor
174	1,300	kilo	420.00	546,000.00	Galunggong (6 pcs/k), fresh, 6 pcs/kilo, bright and shiny skin, clear and bulging eyes, reddish gills
175	1,100	kilo	480.00	528,000.00	Matambaka, fresh, 6 pcs/kilo, bright and shiny skin, clear and bulging eyes, reddish gills
176	2,100	kilo	300.00	630,000.00	Tilapia (6 pcs./k), fresh, 6 pcs/kilo, bright and shiny skin, clear and bulging eyes, reddish gills
177	8	kilo	800.00	6,400.00	Tinapang durog, fresh, evenly-flaked, no fish bones
178	10	kilo	360.00	3,600.00	Chicken Hotdog, regular, sealed
179	58	kilo	490.00	28,420.00	Corned Beef, sealed, frozen
180	1,000	pcs	28.00	28,000.00	Embotido , (100g/pc), freshly-made, no foul odor
181	80	kilo	480.00	38,400.00	Ham (15pcs./pack), sealed
182	40	kilo	360.00	14,400.00	Hotdog, cheesy, Jumbo, sealed
183	85	kilo	360.00	30,600.00	Hotdog, Classic, Jumbo, sealed
184	85	kilo	420.00	35,700.00	Pork longganisa, big (12pcs/k),



					freshly-made, no foul odor
185	130,000	btl	12.00	1,560,000.00	Bottled Water, Purified, 350 ml, sealed, free from dents
186	24	boxes	180.00	4,320.00	Fruit drink, Assorted Flavor, 250ml/tetrapack, 10 tetrapacks/box, sealed, well-formed packaging
187	900	btl	25.00	22,500.00	Probiotic Drink, Regular, 70-100ml/btl, sealed, well-formed packaging, free from dents
188	500	btl	25.00	12,500.00	probiotic Drink, non-fat, light, for patients with diabetes, 70-100 ml/btl, sealed, well-formed packaging, free from dents
189	440	pcs	25.00	11,000.00	Yogurt Drink, Assorted Flavor, 90ml/pack, sealed, well-formed packaging
190	3	boxes	550.00	1,650.00	Tea bags, black (50 tea bags/box), sealed, well-formed packaging
191	220	can	65.00	14,300.00	Pineapple juice, unsweetened (250ml/can), sealed, free from dents
			<b>TOTAL</b>	<b>11,270,616.00</b>	

*Note: The prices per item in the total bid offer (regardless if the project is considered as one contract or several lots) must not exceed the approved unit price per item.*

# ***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 Certificate of Platinum Registration and Membership with additional caveat in accordance with Section 8.5.2 of the 2016 Revised IRR of RA 9184 amended through GPPB Resolution No. 15-2021, provided that all of Class "A" eligibility documents submitted to PhilGEPS are maintained and updated;

#### 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, brand name, 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.
- (g) Bid Bulletin/s, if any;

#### Financial Documents

- (h) 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**

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

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

- (j) *[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.
- (k) Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.

**II. FINANCIAL COMPONENT ENVELOPE**

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

# Bidding Forms

APPENDIX "1"

## Bid Form for the Procurement of Goods

*[shall be submitted with the Bid]*

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### 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: \_\_\_\_\_

**Price Schedule for Goods Offered from Abroad**

*[shall be submitted with the Bid if bidder is offering goods from Abroad]*

**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 CIP named place  (specify border point or place of destination)	Total CIF or CIP price 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)

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

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

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

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





## Omnibus Sworn Statement (Revised)

*[shall be submitted with the Bid]*

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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]*

**Republic of the Philippines  
BIDS AND AWARDS COMMITTEE  
City Government of Pasig**

Name of Bidder:	
Project Name:	
Approved Budget for the Contract:  <i><b>Note:</b> For Lot Bidding, specify the lot number/s that the bidder will participate in, and its corresponding ABC</i>	
Bidding Date:	

*Note: Checklist to be filled-up by the BAC only*

**I. TECHNICAL COMPONENT ENVELOPE FOR THE PROCUREMENT OF GOODS AND SERVICES**

<b>CLASS "A" DOCUMENTS</b>			
LEGAL DOCUMENTS	PASS	FAIL	REMARKS
a. Valid PhilGEPS Certificate of Platinum Registration and Membership with additional caveat in accordance with Section 8.5.2 of the 2016 Revised IRR of RA 9184 amended through GPPB Resolution No. 15-2021, provided that all of Class "A" eligibility documents submitted to PhilGEPS are maintained and updated			
<b>TECHNICAL DOCUMENTS</b>			
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			
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 RANo. 9184, within the relevant period as provided in the Bidding Documents			
d. Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission <b>OR</b>  Original copy of Notarized Bid Securing Declaration			
e. Conformity with the Technical Specifications, which may include			

production/delivery schedule, manpower requirements, and/or after-sales/parts, if applicable			
f. Original duly signed Omnibus Sworn Statement (OSS) <b>and</b> 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, whichever is applicable, giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder			
g. Bid Bulletin/s, if any			
<b>FINANCIAL DOCUMENTS</b>			
h. The prospective bidder's computation of Net Financial Contracting Capacity (NFCC) <b>OR</b>  A committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation			
<b>CLASS "B" DOCUMENTS</b>			
i. If applicable, a duly signed joint venture agreement (JVA) in case the joint venture is already in existence <b>OR</b> 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			
<b>OTHER DOCUMENTARY REQUIREMENTS UNDER RA 9184 (AS APPLICABLE)</b>			
j. [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			
k. Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity			

*NOTE: Any missing document/s on the above-mentioned checklist is a ground for outright disqualification / rejection of the bid.*

<b>TECHNICAL PROPOSAL RATING</b>	<b>REMARKS</b>
<input type="checkbox"/> PASSED	
<input type="checkbox"/> FAILED	

**II. FINANCIAL COMPONENT ENVELOPE FOR THE PROCUREMENT OF GOODS AND SERVICES**

	PASS	FAIL	REMARKS
l. Original of duly signed and accomplished Financial Bid Form			
m. Original of duly signed and accomplished Price Schedule(s)			

*NOTE: Any missing document/s on the above-mentioned checklist is a ground for outright disqualification / rejection of the bid.*

FINANCIAL PROPOSAL RATING	REMARKS
<input type="checkbox"/> PASSED	
<input type="checkbox"/> FAILED	

**ACKNOWLEDGMENT:** (Please see above "note" Do not fill up/sign if documents are marked passed)

This is to acknowledge receipt of the first and second envelopes which are being returned because of disqualification due to deficiencies and non-compliance with checklist therein.

\_\_\_\_\_  
Signature Over Printed Name of Representative

\_\_\_\_\_  
Date

CHECKED AND VERIFIED BY:

SIGNATURE:

- ATTY. JOSEPHINE C. LATI-BAGAOISAN**  
Chairperson \_\_\_\_\_
- ATTY. DIEGO LUIS S. SANTIAGO**  
Vice Chairperson \_\_\_\_\_
- DR. EMMA M. SANCHEZ**  
Member \_\_\_\_\_
- DR. JEANNA V. PLES**  
Member \_\_\_\_\_
- ENGR. JOHNNY L. CALATA**  
Member \_\_\_\_\_
- MS. RUTH F. ROMANO**  
Member \_\_\_\_\_
- DR. STUART G. SANTOS**  
Member \_\_\_\_\_
- ATTY. KATHLEEN MAE M. VILLAMIN**  
Alternate Member \_\_\_\_\_
- MR. JOSE REY Q. ESPINA**  
Alternate Member \_\_\_\_\_

**ATTY. BERNICE C. MENDOZA**  
Alternate Member

\_\_\_\_\_

**ATTY. JOHNSON L. VILLARUEL**  
Alternate Member

\_\_\_\_\_

**ATTY. RAUL G. CORALDE**  
Alternate Member

\_\_\_\_\_

Attested by:

\_\_\_\_\_

ATTY. BEA THERESE P. VILLANUEVA  
Officer in Charge, Procurement Management Office

**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.

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

Submitted by:

\_\_\_\_\_

Name of Supplier/Distributor/Manufacturer:

\_\_\_\_\_

Signature of Authorized Representative:

\_\_\_\_\_

Date:

\_\_\_\_\_

**STATEMENT OF THE SINGLE LARGEST COMPLETED CONTRACT**

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

Business Address: \_\_\_\_\_

Name of the Contract	Date of the Contract	Contract Period	Owner's Name and Address	Contact Person and Contact Details (Tel./Cell No. and/or Email Address)	Kinds of Goods	Amount of Contract	Date of Delivery (Please indicate actual date of delivery)

**NOTE:**

***This statement shall be supported with:***

- 1. Certificate of Completion or End-user's acceptance; or***
- 2. Official receipt(s); or***
- 3. Sales invoice.***

For purposes of post-qualification, bidders are required to attach the entire set of the Contract, Purchase Order or Memorandum of Agreement, Notice of Award and Notice to Proceed to the Statement Identifying the SLCC.



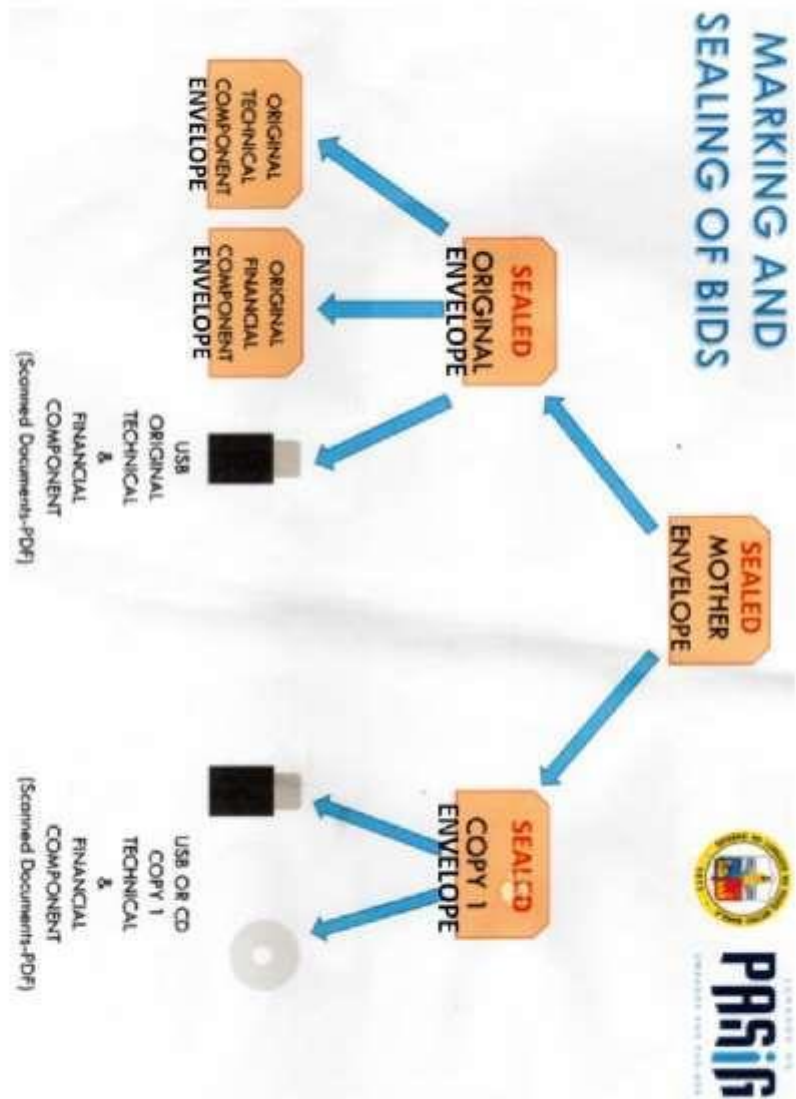
**STATEMENT OF ALL ON-GOING GOVERNMENT AND PRIVATE CONTRACTS**

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

Business Address: \_\_\_\_\_

Name of the Contract	Date of the Contract	Contract Period	Owner's Name and Address	Contact Person and Contact Details (Tel./Cell No. and/or Email Address)	Kinds of Goods	Date of Delivery (Please indicate estimated date of delivery)	Amount of Contract	Value of Outstanding Contracts
<b>Government Contracts:</b>								
<b>Private Contracts:</b>								
<b>Total</b>								

Submitted by: \_\_\_\_\_



**annex "A"**

