



Republic of the Philippines
Department of Health
Regional Office I

MARIANO MARCOS MEMORIAL HOSPITAL AND MEDICAL CENTER

City of Batac, Ilocos Norte
Trunk line 077-600-8000; Fax line 077-792-3133
e-mail address: mmmh_doh@yahoo.com

“PHIC Accredited Health Care Provider”

“ISO 9001:2015 Certified”

“PGS Compliant”

SUPPLY, DELIVERY, INSTALLATION AND COMMISSIONING OF ONE (1) UNIT DEFIBRILLATOR

NEGOTIATED PROCUREMENT TWO (2) FAILED BIDDINGS

REQUEST FOR BEST AND FINAL OFFER

This is in reference to the Mariano Marcos Memorial Hospital and Medical Center (MMMh & MC)’s Negotiated Procurement (Two Failed Biddings) of **Supply, Delivery, Installation and Commissioning of One (1) Unit Defibrillator** under NP No. 2020 – 001IE.

The MMMh & MC Bids and Awards Committee (BAC) is requesting for the submission of Best and Final Offer for the project listed below with a Total Approved Budget for the Contract of One Million Eight Hundred Eighty Eight Thousand Pesos (₱ 1,888,000.00):

Item No.	Particular	Quantity	Unit	Total ABC (PhP)
HE4	Supply, Delivery, Installation and Commissioning of One (1) Unit Defibrillator	1	unit	1,888,000.00

Attached are the Schedule of Requirements and Technical Specifications forms indicating the actual requirements for this engagement.

The requirements listed below shall be submitted in sealed envelopes one (1) original and two (2) duplicate copies, marked as Original, Copy 1 and Copy 2 and shall be true copy of the original certified by the bidder or his duly authorized signatory at the **Board Room, 2nd Floor Main Building of MMMh & MC** on **October 9, 2020 at 2:00 PM**.

1. Price Quotation, inclusive of taxes using the attached form;
2. Duly accomplished and signed Technical Specifications using the attached form;

NOTE: The supplier shall indicate the page(s) where the specific technical data in each technical specification can be found and attach these documents referred to with this form.

3. Duly signed Schedule of Requirements using the attached form;
4. Valid and current Certificate of **PhilGEPS Registration and Membership – Platinum**

OR:

- a. Registration certificate from the Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives;
- b. Mayor's / Business Permit issued by the city or municipality where the principal place of business of the prospective bidder is located or the equivalent document for Executive Economic zones or areas (2016 Revised IRR of RA9184) together with corresponding copy of the receipt of payment of the said permit

In consideration of the limited access to financial institutions, regulatory and other offices, as well as the implementation of government restrictions on transport and travel, Acceptability of the recently expired Mayor's or Business permits and the Official Receipt as proof that the Bidder has applied and paid for the renewal of the permit ; Provided that, the current and valid Mayor's or Business Permit as renewed, will be submitted by the bidder with the LCRB after the award of contract but before payment (GPPB Circular 09-2020)

- c. *Tax clearance per Executive Order No. 398, Series of 2005 issued by BIR main office Accounts Receivable Monitoring Division (ARMD), as finally reviewed and approved by the BIR pursuant to RR 01-2016 of BIR;*

NOTE: In case of a foreign JV Partner either Delinquency Verification Certification to Non-Resident Foreign Corporations (NRFC) or Non-Resident Aliens Not Engaged in Trade or Business (NRANETB), the Tax Clearance form required under BIR RR 3-2005, the CED of the BIR issues NRFC / NRANETB attesting to the fact that the taxpayer has no outstanding Final Assessment Notice and/or delinquent account or may be substituted by the appropriate equivalent documents, if any, issued by the country of the foreign bidder concerned.

- d. Audited financial statements, **showing, among others, the Total and Current Assets and Liabilities**, stamped "received" by the Bureau of Internal Revenue (BIR) or its duly accredited and authorized institutions, for the preceding calendar year, which should not be earlier than two (2) years from the *date of bid submission*;

NOTE:

- *Bidders may still submit the Class "A" Eligibility Documents required to be uploaded and maintained current and updated in the PhilGEPS pursuant to Section 8.5.2. of the 2016 Revised IRR; or*
- *If already registered in the PhilGEPS under Platinum category, the Certificate of Registration and Membership in lieu of the uploaded file of Class "A" Eligibility Documents;*

OR;

- *A combination thereof in case any of the earlier uploaded Class "A" Eligibility Documents has been expired;*

In the event the bidder opted to submit only the Class "A" Eligibility Documents, the Certificate of PhilGEPS Registration (Platinum Membership) shall remain a post-qualification requirement to be submitted in accordance with Section 34.2 of the 2016 Revised IRR of RA 9184 (Pursuant to GPPB Circular 07-2017 DATED 31 July 2017)

5. Statement 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**

Statement of the Bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid *within two (2) years from the Submission and Opening of Bids, must be at least **fifty percent (50%) of the ABC.***

For this purpose, similar contracts shall refer to various laboratory/ hospital/ radiological/ medical supplies, devices, reagents and test kits.

The two (2) *statements* required shall indicate for each contract the following **using the attached prescribed BAC Standard Form Nos. 1 and 2:**

- a. Name of contract;
- b. Date of the contract;
- c. Contract duration;
- d. Owner's name and address;
- e. Kinds of Goods;
- f. For Statement of Ongoing Contracts - amount of contract and value of outstanding contracts;
- g. For Statement of SLCC - amount of completed contracts, adjusted by the Bidder to current prices using PSA's consumer price index, if necessary for the purpose of meeting the SLCC requirement;
- h. Date of delivery; and
- i. End-user's acceptance or official receipt or sales invoice for the contract, if completed, which shall be attached to the statements.

Note: *Failure to include an immaterial ongoing contract or failure to disclose complete information in the statement of contracts shall result in the following (GPPB Resolution No. 29-2012 dated 23 November 2012:*

- (a) Disqualification of the bidder for non-compliance with the eligibility requirement under Section 23.1 or 24.1 of the revised IRR.
 - (b) Blacklisting under Section 65.3 (a) or (b) of the revised IRR.
6. The Bidder must submit a computation of its Net Financial Contracting Capacity (NFCC) which must be at least equal to the ABC to be bid, calculated as follows **using the attached prescribed BAC Standard Form No. 3:**

NFCC = [(Current Assets minus Current Liabilities) **(15)**] minus the value of all outstanding or uncompleted portions of the projects under on-going 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 submitted to the BIR.

OR

If the prospective bidder submits a Committed Line of Credit (CLC), it must be at least equal to ten percent (10%) of the ABC to be bid issued by Universal or Commercial Bank; Provided,

that if the same is issued by a foreign Universal or Commercial Bank, it shall be confirmed or authenticated by a local Universal or Commercial Bank.

NOTE:

In case of a Joint Venture Agreement (JVA), the entity using its Audited Financial Statement (AFS) shall submit a statement of its on-going contracts including contracts awarded and not yet started, if any, provided that, its on-going contracts shall be reflected in the computation of NFCC. Provided further, that the Current Assets and Current Liabilities of foreign bidders shall be based on their AFS accomplished in compliance with International Financial Reporting Standards (Circular 02-2014 dated 20 June 2014 pursuant to GPPB Resolution 14-2014 dated 20 June 2014).

7. If applicable, valid Joint Venture Agreement (JVA) in case of the joint venture is already in existence. ***In the absence of a JVA, duly notarized statements from all the potential joint venture partners should be included in the bid,*** stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful. ***Failure to enter into a Joint Venture in the event of a contract award shall be ground for the forfeiture of the bid security (2016 IRR of RA 9184).***

NOTE:

Based on ITB Clause 24.6, in case of a JVA, each partner shall submit the following documents. All the documents shall be submitted arranged, numbered and tabbed as enumerated below:

Valid and current Certificate of **PhilGEPS Registration and Membership – Platinum**

OR

Class “A” Eligibility Documents:

- a) SEC/DTI or appropriate equivalent documents, if any, issued by the country of the foreign bidder concerned;
- b) Mayor’s / Business Permit issued by the city or municipality where the principal place of business of the prospective bidder is located or the equivalent document for Executive Economic zones or areas (2016 Revised IRR of RA9184) together with corresponding copy of the receipt of payment of the said permit;

In consideration of the limited access to financial institutions, regulatory and other offices, as well as the implementation of government restrictions on transport and travel, Acceptability of the recently expired Mayor’s or Business permits and the Official Receipt as proof that the Bidder has applied and paid for the renewal of the permit ; Provided that, the current and valid Mayor’s or Business Permit as renewed, will be submitted by the bidder with the LCRB after the award of contract but before payment (GPPB Circular 09-2020)

- c) *Tax Clearance per Executive Order No. 398, Series of 2005 issued by BIR main office Accounts Receivable Monitoring Division (ARMD), as finally reviewed and approved by the BIR pursuant to RR 01-2016 of BIR or Delinquency Verification Certificate for Non-Resident Foreign Corporations (NRFC) or Non- Resident Aliens Not Engaged in Trade or Business (NRANETB) (GPPB NPM 045-2013, dated 07 June 2013).*

- d) Audited financial statements, **showing among others, the Total and Current Assets and Liabilities**, stamped “received” by the Bureau of Internal Revenue (BIR) or its duly accredited and authorized institutions, for the preceding calendar year, which should *not be earlier than two (2) years from the date of bid submission*;

NOTE: The submission of technical and financial eligibility documents by any of the joint venture partners constitutes compliance: *Provided that the partner responsible submits a computation of its NFCC and shall likewise submit the Statement of all of its ongoing contracts and Audited Financial Statements.*

NOTE:

- *Bidders may still submit the Class “A” Eligibility Documents required to be uploaded and maintained current and updated in the PhilGEPS pursuant to Section 8.5.2. of the 2016 Revised IRR; or*
- *If already registered in the PhilGEPS under Platinum category, the Certificate of Registration and Membership in lieu of the uploaded file of Class “A” Eligibility Documents; or*
- *A combination thereof in case any of the earlier uploaded Class “A” Eligibility Documents has been expired;*

In the event the bidder opted to submit only the Class “A” Eligibility Documents, the Certificate of PhilGEPS Registration (Platinum Membership) shall remain a post-qualification requirement to be submitted in accordance with Section 34.2 of the 2016 Revised IRR of RA 9184 (Pursuant to GPPB Circular 07-2017 DATED 31 July 2017)

8. The Omnibus Sworn Statement executed by the Bidder or its duly authorized representative using the attached prescribed format;
9. Duly notarized authority of the signatory, whichever is applicable:
1. Secretary’s Certificate (i.e. Corporation; Joint Venture Agreement); or
 2. Special Power of Attorney (i.e. Sole Proprietor; Partnership)
 3. In case the signatory is the sole proprietor, copy of the DTI Registration Certificate

*Acceptability of **Unnotarized Omnibus Sworn Statement and Authority of the Signatory subject to compliance therewith after award of contract but before payment, for procurement activities during a State of Calamity, or implementation of community quarantine or similar restrictions declared or being implemented either in the locality of the PE or of the Bidder.** (GPPB Resolution 09-2020)*

Please use the attached Price Quotation, Technical Specifications, Schedule of Requirements, Omnibus Sworn Statement and Authority of the Signatory Forms.

NOTE: Bidders shall submit their bid proposal on or before **October 9, 2020, 2:00 PM.** to the BAC Secretariat in printed copy to be submitted at the *Procurement/BAC Office of Mariano Marcos Memorial Hospital & Medical Center.*

The BAC shall open the bid envelopes using a non-discretionary “pass/fail” criterion. Further, once the General Community Quarantine is lifted or the Bidder is determined as the Single/Lowest Calculated and Responsive Quotation, whichever comes first, the Bidder shall submit three (3) sets of printed copies of

the eligibility documents, certified as such by the bidder or his duly authorized representative.

The LCB shall submit **three (3) copies and shall be true copy of the original certified by the bidder or his duly authorized signatory** of the following documentary requirements within a **non- extendible period of five (5) calendar days** from receipt of the notification.

- (a) Latest Annual Tax Return filed thru Electronic Filing and Payment Systems (EFPS) and must be duly validated with the tax payments made thereon for the preceding Tax Year be it on a calendar or fiscal year income (per Revenue Regulations 3-2005);
- (b) Latest Business Tax Return filed thru Electronic Filing and Payment System (EFPS) duly validated with the tax payments made thereon also refers to the Value Added Tax (VAT) or Percentage Tax Returns covering the previous **six (6) months** (per Revenue Regulations 3-2005);

The latest income and business tax returns are those within the last six months preceding the date of bid submission

- (c) Articles of Incorporation and General Information Sheet (GIS), in case the Bidder has submitted a SEC registration as part of the Eligibility Documents, if applicable;
- (d) Valid and current Certificate of PhilGEPS Registration and Membership – Platinum (In the event the bidder opted to submit only the Class “A” Eligibility Documents (Pursuant to GPPB Circular 07-2017 dated 31 July 2017)

NOTE:

- 1. *In case of a JVA, each partner shall submit letter (a) to (e) Post-qualification Documentary Requirements (GPPB NPM 006-2010 dated 04 February 2010).*
- 2. *In case of award, kindly send a soft copy of the Technical Specifications being offered (in “Word” and “PDF”) to this email address: mmmhprocurement@yahoo.com.*
- 3. *All submitted documents during the Submission and Opening of Bids (original and the two (2) copies) by the LCB must be true copies of the original certified as such by the Bidder’s duly authorized signatory.*

Failure of the Bidder declared as LCB to duly submit the requirements stated above or a finding against the veracity of such shall be ground for forfeiture of the bid security and disqualify the Bidder for award.

Posting of Performance Security is required upon issuance of Notice of Award. Performance security shall be limited to **the following categories below that bidder may opt to use**, denominated in the Philippine Pesos and posted in favor of the Procuring Entity not less than the required percentage of the total contract price in accordance with the following schedule:

Form of Performance Security	Amount of Performance Security (Not less than the required Percentage of the Total Contract Price)
a) Cash/Cashier’s/manager’s check issued by a Universal or Commercial Bank.	Five percent (5%)
b) Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank.	
c) Surety bond callable upon demand issued	Thirty percent (30%)

by a surety or insurance company duly certified by <i>the Insurance Commission as authorized to issue such security.</i>	
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In consideration of the limited access to financial institutions, regulatory and other offices, as well as the implementation of government restrictions on transport and travel, bidders are allowed to submit Performance Securing Declaration (PSD) in lieu of a performance security to guarantee the winning bidder's faithful performance of obligations under the contract, for procurement activities during a State of Calamity, or implementation of community quarantine or similar restrictions declared or being implemented either in the locality of the PE or of the Bidder, subject to the following using the prescribed form:

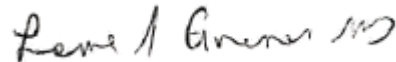
- (a) Similar to the PSD used in Framework Agreement, such declaration shall state, among others, that the winning bidder shall be blacklisted from being qualified to participate in any government procurement activity for one (1) year, in case of first offense or two (2) years, if with prior similar offense, in the event it violates any of the conditions stated in the contract. A copy of the PSD form is attached hereto in Section VIII. Bidding Forms;
- (b) An unnotarized PSD may be accepted, subject to submission of a notarized PSD before payment, unless the same is replaced with a performance security in the prescribed form, as stated above; and
- (c) The end-user may require the winning bidder to replace the submitted PSD with a performance security in any of the prescribed forms under Section 39.2 of the 2016 revised IRR of RA No. 9184 upon lifting of the State of Calamity, or community quarantine or similar restrictions, as the case may be. (***GPPB Resolution No. 09-2020***)

The Performance Security shall be valid until the issuance of the Certificate of Inspection and Acceptance Report by the Mariano Marcos Memorial Hospital & Medical Center (MMMh & MC) which must form part of the terms and conditions of *the Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank or Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security* when opted to be used by the bidder. Otherwise, the award of contract shall be cancelled without prejudice of the institution of blacklisting proceeding or other administrative cases, civil or criminal cases with the forfeiture of the bid security.

Pursuant to Section 62.1 of the 2016 Revised Implementing Rules and Regulations of Republic Act of 9184 a warranty security shall be required from the contract awardee for a minimum period of three (3) months, in case of Expendable Supplies, after acceptance by the Procuring Entity of the delivered supplies.

The Obligation for the warranty shall be covered by either retention money in an amount equivalent to at least one percent (1%) of every progress payment, or a special bank guarantee equivalent to at least one percent (1%) of the total contract price. The said amounts shall only be released after the lapse of the warranty period or, after the consumption thereof: Provided, however, that the supplies delivered are free from patent and latent defects and all the conditions imposed under the contract have been full met.

For one (1) time delivery: Terms of Payment/billing shall be made upon complete delivery and acceptance upon presentation of signed Invoice Receipts and submission of relevant documents as stipulated in the contract.


LOUIE A. GUERRERO, MD, FPCR
 BAC Chairperson
 Infrastructure & Equipment

PRICE QUOTATION

Item No.	Project Description	Quantity	Unit	Unit Cost (PhP)	Total Cost (PhP)
HE4	Supply, Delivery, Installation and Commissioning of One (1) Unit Defibrillator	1	unit		

- All price offered (unit price and total bid price) must be type or written in indelible ink.
- Price validity shall be for a period of Ninety (90) calendar days from the Opening of Bids.

After having carefully read and accepted your conditions, I / We quote you on the item/s at prices noted above.

Signature over Printed Name
[date of signing]

In the capacity of:
Duly authorized to sign bid for and on behalf of:

[title or other appropriate designation]
[Name of Company]
[Complete office address]
[Telephone No. / Fax No.]
[Email Address]

Section VI. Schedule of Requirements

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

Item No.	Description	Total ABC (PhP)	Delivery period in, Calendar Days
HE4	Supply, Delivery , Installation and Commissioning of One (1) unit Defibrillator	1,888,000.00	Thirty (30) Calendar Days (CD) upon receipt of approved Notice to Proceed (NTP).

Signature over Printed Name
[date of signing]

In the capacity of:
Duly authorized to sign bid for and on behalf of:

[title or other appropriate designation]
[Name of Company]
[Complete office address]
[Telephone No. / Fax No.]
[Email Address]

Technical Specifications

Item	Specification	Statement of Compliance
		<p>Bidders must state here either “Comply” or “Not Comply” against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of “Comply” or “Not Comply” must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer’s un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection.</p>
HE4	<p>Supply, Delivery, Installation and Commissioning of One (1) unit Defibrillator</p> <p><i>Specifications</i></p> <ul style="list-style-type: none"> – Biphasic – Front LCD Display – Built in cardiac monitor with SPO2 Censor – Three (3) leads ECG – Respiratory rate – NIBP and temperature monitoring – Built-in Non-invasive pacemaker – Rechargeable lithium ion battery – AC Power using a protective grounded outlet – Portable unit – Light weight and easy to carry with ruggedized wrap around carrying case – Internal defibrillator – Padel for Adult, Pedia and Neonate – Can charge 200 joules in less than seconds – Can do continuous ventricular fibrillation analysis in AED – Can recover ECG baseline – Cart with wheels included – Warranty on parts for one year and 	

	<p>preventive maintenance/services</p> <p><i>Documentary Requirements</i></p> <ol style="list-style-type: none"> 1) Supplier shall be responsible for securing the required permits/licenses, if any, for the importation and delivery of the items to the site. Including, as applicable, License to Operate and/or Certificate of Product Registration issued by FDA/DOH 2) Certification from manufacturer that the appointed supplier is an exclusive distributor. 3) Certification that manufacturer specifically agrees in writing to assume obligation or liability in the event that their company's distributors is dissolved. 4) Certification from the manufacturer and supplier the availability of spare parts in the next five (5) years. 5) Certification to provide semi-annual calibration and preventive maintenance during the warranty period. 6) Certification guaranteeing that equipment and accessories are new and unused. 7) Certification of training and/or PRC license of the engineers/technicians from the manufacturer of the equipment offered or its equivalent. 8) Certification indicating the required years of warranty on parts, consumables and services. 9) Certification to provide applications and training for end-users/staffs. 10) Response time must be within 24 hours from the time a problem is reported. 11) Provide back-up/service unit within 72-hour if the equipment breaks down during warranty period. 12) Provision of preventive maintenance quotation after warranty period. 13) Certification to provide Manual for Operation and Service in English Language. 	
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	14) Actual demo for those who meet the minimum requirement for the Post Qualification Evaluation.	
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STATEMENT/LIST OF ALL ONGOING GOVERNMENT AND PRIVATE CONTRACTS INCLUDING CONTRACTS AWARDED BUT NOT YET STARTED, if any

Business Name: _____

Business Address: _____

Name of Contract Project Cost	a. Owner's Name b. Address c. Contact Nos.	Kind of Service/Nature of Project	Bidder's Role		a. Date Awarded b. Date Started c. Date of Completion	% of Accomplishment		Value of Outstanding Works/Undelivered Portion
			Description	%		Planned	Actual	
Government								
Private								
							Total Cost	

Note: Indicate "no ongoing contracts" if there are none.

Name and Signature of Authorized Representative

Date

Inclusions:

- a) State all ongoing contracts including those awarded but not yet started (government and private contracts which may be similar or not similar to the project called for bidding) as to present, the day before the submission and opening of bids.
- b) The total amount of the ongoing and awarded but not yet started contracts should be consistent with those used in the NFCC, in case a NFCC is submitted as an eligibility document.
- c) Notice of Award/Contract Agreement

STATEMENT OF SINGLE LARGEST COMPLETED CONTRACTS

Business Name: _____

Business Address: _____

Name of Contract	a. Owner's Name b. Address c. Contact Nos.	Kind of Service/Nature of Project	Bidder's Role		a. Amount at Award b. Amount at Completion c. Duration	a. Date Awarded b. Contract Effectivity c. Date Completed
			Description	%		

Name and Signature of Authorized Representative

Date

Note: This statement shall be supported with any of the following documents:

1. Purchase Order and/or Contract of Agreement;
2. Certificate of Completion or End-user's Acceptance;
3. Official Receipt/s issued for the contract

COMPUTATION OF NET FINANCIAL CONTRACTING CAPACITY

Summary of the Supplier's/Distributor's/Manufacturer's assets and liabilities on the basis of the 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.

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

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 on-going contracts, including awarded contracts yet to be started coinciding with the contract to be bid.

Where:

K=15

NFCC = PhP _____

Signature over Printed Name
[date of signing]

In the capacity of:
Duly authorized to sign bid for and on behalf of:

[title or other appropriate designation]
[Name of Company]
[Complete office address]
[Telephone No. / Fax No.]
[Email Address]

Omnibus Sworn Statement

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;

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 following responsibilities as a Bidder:
 - a) Carefully examine all of the Bidding Documents;
 - b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;
 - c) Made an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d) Inquire or secure 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.

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

Bidder's Representative/Authorized Signatory

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

Witness my hand and seal this ____ day of *[month]* *[year]*.

NAME OF NOTARY PUBLIC

Serial No. of Commission _____

Notary Public for _____ until _____

Roll of Attorneys No. _____

PTR No. _____ *[date issued]*, *[place issued]*

IBP No. _____ *[date issued]*, *[place issued]*

Doc. No. _____

Page No. _____

Book No. _____

Series of _____

REPUBLIC OF THE PHILIPPINES)
CITY OF _____) S.S.
X-----X

SECRETARY'S CERTIFICATE

I, _____, a duly elected and qualified Corporate Secretary of _____, a corporation duly organized and existing under and by virtue of the laws of the Republic of the Philippines, with principal office and place of business at [*complete office address*], **DO HEREBY CERTIFY**, that:

I am familiar with the facts herein certified and duly authorized to certify the same;

At the Regular/Special meeting of the Board of Directors of the said Corporation duly convened and held on [*dd mm yy*] at which meeting a quorum was present and acted throughout, the following resolution was unanimously approved, and the same have not been annulled, revoked and amended in any way whatever and are in full force and effect on the date hereof:

(**Resolution No.** _____)

RESOLVED, that _____ be, as it hereby is, authorized to participate in the bidding of the [*Name of the Project and reference number*] by the **MARIANO MARCOS MEMORIAL HOSPITAL & MEDICAL CENTER (MMMh & MC)**; and that if awarded the project shall enter into a contract with the **DOH**; and in connection therewith hereby appoint _____, acting as duly authorized and designated representatives of _____, are granted full power and authority to do, execute and perform any and all acts necessary and/or to represent _____ in the bidding as fully and effectively as the _____ might do if personally present with full power of substitution and revocation and hereby satisfying and confirming all that my said representative shall lawfully do or cause to be done by virtue hereof;

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

[Corporate Secretary]

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

Witness my hand and seal this____day of [month] [year].

NAME OF NOTARY PUBLIC

Serial No. of Commission _____

Notary Public for_____until_____

Roll of Attorneys No.

PTR No._, [date issued], [place issued]

IBP No._, [date issued], [place issued]

Doc. No. Page

No. Book No.

Series of_.

REPUBLIC OF THE PHILIPPINES)
CITY OF _____) S.S.
X-----X

SPECIAL POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS that the undersigned [name], [title] of [name of Company], is lawfully authorized to represent and act on behalf of the [name of company], a company registered under the laws of the Republic of the Philippines with its registered office at [complete office address], do hereby APPOINT, NAME and CONSTITUTE, [name], [title] of [name of company] as my true and lawful attorney-in-fact to act for and in my name and stead, to do, execute and perform any and all acts necessary and/or represent in the bidding and perform the following acts:

1. To participate and submit a bid to the **MARIANO MARCOS MEMORIAL HOSPITAL & MEDICAL CENTER** for the Procurement of [Name of Project and reference number].
2. To make, sign, execute, deliver and receive contracts, agreements and any and all documents pertinent thereto, as may be necessary to carry into effect the foregoing authority and to bind myself with the DOH.

HEREBY GIVING AND GRANTING unto my said attorney-in-fact full power and authority to do and perform any and every act and thing whatsoever requisite or necessary or proper to be done in and about the premises as fully to all intents and purposes as I might or could lawfully do if personally present, with power of substitution and revocation, and hereby ratifying and confirming all that my said attorney-in-fact shall lawfully do or cause to done under and by virtue of these presents.

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

[Principal]

[Legal Representative/s]

Attorney-in-Fact SIGNED IN THE PRESENCE OF

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

Witness my hand and seal this____day of [month] [year].

NAME OF NOTARY PUBLIC

Serial No. of Commission _____

Notary Public for_____until_____

Roll of Attorneys No.

PTR No._, [date issued], [place issued]

IBP No._, [date issued], [place issued]

Doc. No. Page

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Series of_.

REPUBLIC OF THE PHILIPPINES
CITY OF _____) S.S.
X ----- X

SWORN STATEMENT

I, _____, the Authorized Representative of _____,
with an office address at _____,
after having been sworn in accordance with the law, hereby depose and say, That:

I, on behalf of our company, is participating in the Public Bidding of the Mariano Marcos memorial Hospital and Medical Center (MMMHC & MC) for the procurement of _____;

I, hereby pledge to observe and respect the Code of Conduct of the DOH such as but not limited to the rule of "Conflict of Interest" and "No gift-giving policy";

I, confirm that our company does not have any current engagement and/or partnership, joint sponsorship or any other activity with the tobacco industry;

In the event that our company violated the afore-mentioned rules or found to have a misrepresentation against this pledge, it shall be a ground for an automatic disqualification of our bid without prejudice to the institution of an administrative, civil or criminal action.

That I am executing this affidavit to attest to the truthfulness of the foregoing and to comply with the post-qualification requirement for the procurement of _____.

In witness whereof, I have hereunto affixed my signature this _____ day of _____ 20__ at the _____.

Affiant

Subscribed and sworn to before me this _____ day of _____, 2020 at _____,
affiant exhibiting to me his (Valid ID) No. _____ issued on _____ at the City of _____.

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REPUBLIC OF THE PHILIPPINES)
CITY OF _____) S.S. x-
-----x

PERFORMANCE SECURING DECLARATION

Invitation to Bid: [Insert Reference Number indicated in the Bidding Documents]

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

I/We, the undersigned, declare that:

1. I/We understand that, according to your conditions, to guarantee the faithful performance by the supplier/distributor/manufacture/contractor/consultant of its obligations under the Contract, I/we shall submit a Performance Securing Declaration within a maximum period of ten (10) calendar days from the receipt of the Notice of Award prior to the signing of the Contract.
2. I/We accept that: I/we will be automatically disqualified from bidding for any procurement contract with any procuring entity for a period of one (1) year if in case it is my first offense, or two (2) years if I have a prior similar offense upon receipt of your Blacklisting Order if I/we have violated my/our obligations under the Contract.
3. I/We understand that this Performance Securing Declaration shall cease to be valid upon:
 - a. issuance by the Procuring Entity of the Certificate of Final Acceptance, subject to the following conditions:
 - i. Procuring Entity has no claims filed against the contract awardee;
 - ii. It has no claims for labor and materials filed against the contractor; and
 - iii. Other terms of the contract; or b. replacement by the winning bidder of the submitted PSD with a performance security in any of the prescribed forms under Section 39.2 of the 2016 IRR of RA No. 9184 as required by the end-user.

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

[Insert NAME OF BIDDER'S AUTHORIZED REPRESENTATIVE]

[Insert signatory's legal capacity]

Affiant

SUBSCRIBED AND SWORN to before me this ____ day of [month] [year] at [place of execution], Philippines.

[Select one of the two following paragraphs and delete the other]

Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC).

Affiant/s exhibited to me his/her *[insert type of government identification card used]*, with no. _____ issued on _____ at _____.

Witness my hand and seal this _____ day of *[month]* *[year]*.

NAME OF NOTARY PUBLIC

Serial No. of Commission _____

Notary Public for _____ until _____

Roll of Attorneys No.

PTR No. _, *[date issued]*, *[place issued]*

IBP No. _, *[date issued]*, *[place issued]*

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