



Republic of the Philippines  
Province of Cebu  
Municipality of San Francisco

**BIDS AND AWARDS COMMITTEE**  
San Francisco, Cebu

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**INVITATION TO SUBMIT PROPOSAL FOR INVITATION TO BID FOR THE PROCUREMENT OF MEDICAL SUPPLIES AND MEDICINES USED FOR THE NON-COMMUNICABLE DISEASES AND FOR THE SENIOR CITIZENS.**

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Notice is hereby given that the articles listed at the back hereof will be submitted for public bidding at the Mayor's Office, Municipality of San Francisco, Province of Cebu on **April 19, 2023, at 9:00 A.M.** in the **BAC Office Building, Municipality of San Francisco, Cebu.**

Eligible bidders shall submit their bids through their authorized managing officer or their duly authorized representative using this official form including its annexes on or before **April 19, 2023, at 9:00 A.M.** in three (3) separate sealed envelopes, the first containing the technical component of the bid **with the expression of interest** and the second containing the financial component of the bid, with the name of the contract to be bid and the name of the bidder in capital letters, addressed to the BAC. Bidders shall mark two envelopes; "DO NOT OPEN BEFORE (date, time, and opening of bids)." Both envelopes shall then be sealed in an outer envelope, which shall be addressed to the BAC and shall be marked as specified.

Bids submitted after the deadline on **April 19, 2023, at 9:00 A.M.** shall not be accepted.

Bidders may modify their bids, provided that this is done before the deadline for the submission and receipt of bids. A bidder who modifies its bid shall not be allowed to retrieve its original, but shall only be allowed to send another bid equally sealed, properly identified, linked to its original bid and marked as a "**Modification**" thereof, and stamped "**received**" by the BAC. Bid modification received after the applicable deadline shall not be considered and shall be returned to the bidder unopened.

Bidders may withdraw their bids before the deadline for the receipt of bids through a letter. Withdrawal of bids after the applicable deadline shall be subject to appropriate sanctions as prescribed in IRR-A. A bidder that withdraws its bid shall not be permitted to submit another bid, directly or indirectly, for the same contract. A bidder may also express its intention not to participate in the bidding through a letter, which should reach and be stamped and received by the BAC before the deadline for the receipt of bids.

Each bid must be accompanied by a Bid Security in Cash, Certified Check, Cashier's Check, or Manager's Check, in the amount in **PESOS** equivalent to two percent (2%) of the approved budget for the contract to be bid as a guarantee that the successful bidder shall, within ten (10) Calendar Days, from receipt of the NOTICE OF AWARD, enter into a contract with the Municipality of San Francisco, Cebu. No Bid Securities shall be returned to bidders after the opening of bids and before contract signing, except to those that failed to comply with any of the requirements to be submitted in the first envelope of the bid, as provided in IRR-A. It shall be returned only after the bidder with the lowest calculated responsive bid has signed the contract and furnished the Performance Security, also in Cash, Certified Check, Cashier's Check, Manager's Check, Bank Draft, or irrevocable letter of credit in the amount equivalent to five percent (5%) of the total contract price, or in the form of a bank guarantee equivalent to thirty percent (30%) of the total contract price to guarantee the faithful performance by the winning bidder of its obligation under the contract prepared in accordance with the bidding documents and co-terminus with the final completion of the contract. The performance security shall be forfeited in favor of the Municipality of San Francisco, Cebu in the event it is established that the winning bidder is in default in any of its obligations under the contract. Performance Security may be released after the issuance of the Certificate of Acceptance.

Upon the winning bidder's failure to make delivery, when due, the supplier shall be liable for damages for the delay and shall pay liquidated damages, not by way of penalty, an amount equal to **one-tenth (1/10) of one percent (1%)** of the cost delayed goods scheduled for delivery for every day of delay until such goods are finally delivered and accepted. Such an amount shall be deducted from whichever is convenient to the Municipality of San Francisco, Cebu. In no case shall the total sum of liquidated damages exceed fifteen percent (15%) of the total contract price, and in either case, the government shall automatically rescind the contract and impose appropriate sanctions over and above the liquidated damages to be paid.

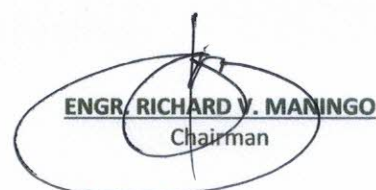
It is requested that the bidder or his/her authorized representative be present to witness the opening of the bid. All bids received on time will, however, be opened with or without the presence of the bidder or his/her duly authorized representative.

The Municipality of San Francisco, Cebu reserves the right to reject any and all bids to waive any defect or informality of the bid proposals received to accept the offer it deems most advantageous to the government.

All terms and conditions in this advertisement and all terms, conditions, specifications, exceptions, quotations, and remarks on the bid shall ipso facto be constituted a part and parcel of the contract or Purchase Order for supplies.

SEE ARTICLES FOR QUOTATIONS  
AT THE BACK

Very truly yours,

  
**ENGR. RICHARD V. MANINGO**  
Chairman







(Note: The prospective bidder or its duly authorized representative shall certify under oath that each of the documents submitted in satisfaction of the eligibility requirements is an authentic and original copy, or a true and faithful reproduction or copy of the original, complete and that all statements and information provided therein are true and correct.

I Class "A" Documents

A. Legal Documents

1. SEC Registration Certificate or DTI Business Name Registration
2. Articles of Incorporation
3. Valid and Current Business Permit
4. Taxpayer's Identification Number and VAT Registration
5. Statement that the prospective bidder is not "**blacklisted**" or barred from bidding by the government or any agency
6. List of Clients
7. Company Profile
8. Income Tax Return for the preceding calendar year
9. Authority of Company Representative
10. Proof/Certificate

B. Technical Documents

1. Statement of all its ongoing and completed government and private contracts, including contracts awarded but not yet started, if any (see attached Annex "A")
2. Statement whether the prospective bidder is a manufacturer, supplier or distributor
3. Sworn statement that the bidder is not related to the head of the procuring agency nor to the BAC members and the BAC Secretariat/TWG Members by consanguinity or affinity up to the third civil degree (Rule VX)

C. Financial Documents

1. Audited Financial Statements, stamped "**received**" by the BIR or its duly accredited and authorized institutions, for the immediately preceding calendar year, showing, among others, the bidder's total current assets and liabilities; and
2. Copy of the computation of the Net Financial Contracting Capacity (NFCC) or a commitment from a licensed bank to extend to it a credit line if awarded the contract to be bid, or a cash deposit certificate in an amount at least equal to ten percent (10%) of the approved budget for the contract to be bid.

NFCC Computation

**NFCC** = [(Current assets minus current liabilities) (K)] minus the value of all outstanding projects under ongoing contracts, including awarded contracts yet to be started.

Where:

**K** = 10 for a contract duration of one year or less, 15 for a contract duration of more than one (1) year up to two (2) years, and 20 for a contract duration of more than two (2) years.

II Class "B" Documents

1. Valid joint venture agreement, in case of a joint venture
2. Letter authorizing the BAC or its duly authorized representative/s to verify any or all of the documents submitted for the eligibility check

Note: Eligibility requirements/documents shall be submitted to the BAC in sealed ELIGIBILITY ENVELOPE duly marked as such together with the Technical and Financial Envelopes on the schedule listed above and shall be opened on the same date to determine the eligibility of each of the prospective bidders.

**SUBMISSION AND RECEIPT OF BIDS**

I Contents of the First Envelope (Technical Proposal)

1. Expression of Interest
1. Bid Security
2. Authority of the Signatory
3. Production/Delivery Schedule
4. Manpower requirements
5. After-sales less service, if applicable
6. Technical Specifications

II Contents of the Second Envelope (Financial Proposal)

1. Bid prices in the prescribed Bid form; and
2. The recurring and maintenance costs, if applicable

**NOTE: LOT PRICE**

*\*Other Information: Suppliers/bidders must download the attached documents in the associated component section.*

101- 964 2548

Apr 19

APR 04 2023

PURCHASE REQUEST San Francisco, Cebu LGU					
Department: <u>RHU SAN FRANCISCO</u> Section: _____			PR No.: <u>23-04-0206</u> Date: _____		
			SAI No.: _____ Date: _____		
			ALOBS No. _____ Date: _____		
Quantity	Unit of Issue	Item Description	Stock No.	Estimated Unit Cost	Estimated Total Cost
<b>NON-COMMUNICABLE DISEASE</b>					
15	pcs	3 in 1 cholesterol meter	1	6,650.00	99,750.00
15	pcs	Digital BP Apparatus	2	3,000.00	45,000.00
16	bott	Glucose Strips	3	940.00	15,040.00
10	bott	Uric Acid Strips	4	1,087.50	10,875.00
14	bott	Cholesterol Strips	5	1,780.00	24,920.00
<b>SENIOR CITIZENS &amp; PWD MEDICINES</b>					
2550	bott	Multivitamins + Mineral syrup	6	72.50	184,875.00
11,265	tab	Sodium Ascorbate + Zinc	7	7.20	81,108.00
Total .....					<b>461,568.00</b>

MUNICIPALITY OF SAN FRANCISCO, CEBU

B-A-A-E-C

BIDDING

04-04-23

ok as to Appropriation:

**NAIDA S. ARQUILLANO**  
Municipal Budget Officer

Purpose: For NON-COMMUNICABLE DISEASE SUPPLIES and SR. CITIZENS MEDICINES OK

Requested by: <i>[Signature]</i>	Approved by: <i>[Signature]</i>
<b>EMMANUEL L. ALMADIN, M.D.</b> Printed Name & Signature	<b>ALFREDO A. ARQUILLANO JR.</b> Printed Name & Signature
MHO Designation	Municipal Mayor Designation



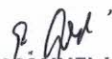
**FDP FORM 4 A-Supplemental Procurement Plan**  
**SUPPLEMENTAL PROCUREMENT PLAN**  
**FOR THE 1st Quarter**                      **CY 2023**

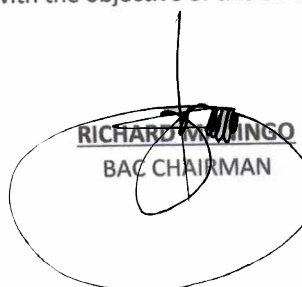
Province , City or Municipality: San Francisco,Cebu

Plan Control NO:		Planned Amount:				
Department /Office: <b>HEALTH OFFICE</b>		Regular Contingency			Total	
		Page of Page				
		Date Submitted:				
Item No.	Description	Unit Cost	Quantity	Total Cost	Distribution	
					1st Quarter	
					Qty.	Amount
1	3 in 1 cholesterol meter	6,650.00	15	99,750.00	15	99,750.00
<b>Total</b>				99,750.00		99,750.00

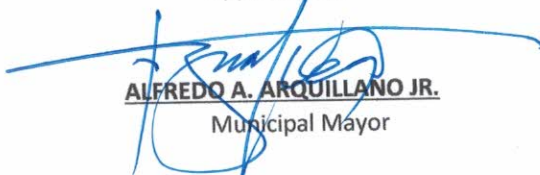
This is to certify that the above procurement plan is in accordance with the objective of this office

Prepared By:

  
**DR. EMMANUEL L. ALMADIN**  
MUNICIPAL HEALTH OFFICER

  
**RICHARD M. LINGGO**  
BAC CHAIRMAN

Approved by:

  
**ALFREDO A. ARQUILLANO JR.**  
Municipal Mayor





22	4 Mobile blood donations conducted; a total of 300 blood donors per mobile donation	servings			0	0.00			0	0.00			0	0.00			0	0.00	0	0.00	0.00
23	Snacks for donor x 300 donors x 4 mobile donation sessions	servings		300	300	15,000.00		300	300	15,000.00		300	300	15,000.00		300	300	15,000.00	1200	50.00	60000.00
24	meals and snacks per staff worker x 60 mobile blood donation staff workers x 4 mobile blood donation sessions	servings		60	60	18,000.00		60	60	18,000.00		60	60	18,000.00		60	60	18,000.00	240	300.00	72000.00
25	room accomodation of blood donor workers x 8 workers = 16,000.00; P48,000.00 for 960 participants for blood donor recruitment orientation	rooms		2	2	4,000.00		2	2	2,000.00		2	2	4,000.00		2	2	4,000.00	8	2000.00	16000.00
FAMILY PLANNING PROGRAM 449,500.00																					
23	1000 Women and 1000 men attended FP Program on Usapan / FDS / RP / PMC / FP Day @ 50 snacks per serving = P100,000; 2 reams Long size US Bondpapers for IEC Materials = P 250 x 2 = P500																				
24	Tarpaulin	pieces			0	0.00	1		1	1,000.00			0	0.00			0	0.00	1	1000.00	1000.00
25	Stage Decoration	pcs.			0	0.00			0	0.00			0	0.00			0	0.00		2000.00	
26	IEC materials (Bondpaper)	reams			0	0.00			0	0.00			0	0.00			0	0.00		500.00	0.00
27	Oral Contraceptive pills	box			0	0.00			0	0.00			0	0.00			0	0.00	0	100000.00	0.00
28	Condoms	box			0	0.00			0	0.00			0	0.00			0	0.00	0	100000.00	0.00
29	Intra-uterine Device	pcs.			0	0.00			0	0.00			0	0.00			0	0.00	0	100000.00	0.00
30	500 Young mothes received seminar & Trainings of FPP (snacks per serving at P50 = 25,000)	servings			0	0.00	500		500	25,000.00			0	0.00			0	0.00	500	50.00	25000.00
31	Marginal women received family planning education conducted at purok level (snacks per serving @ P50 for 500 women = P25,000)	servings			0	0.00	500		500	25,000.00			0	0.00			0	0.00	500	50.00	25000.00
BREST/CERVICAL CANCER SCREENING PROGRAM 19,250.00																					
32	Folder Long with fastener	pieces			0	0.00			0	0.00		50	50	450.00			0	0.00	50	9.00	450.00
33	Logbook 500 leaves	pieces			0	0.00			0	0.00		10	10	950.00			0	0.00	10	95.00	950.00
34	Bondpaper A4 sub 20	reams			0	0.00			0	0.00		10	10	2,950.00			0	0.00	10	295.00	2950.00
35	Acetic Acid 0.5% solution	bottle			0	0.00			0	0.00		10	10	2,050.00			0	0.00	10	205.00	2050.00
36	Alcohol 70% 500 ml bottle	bottle			0	0.00			0	0.00		18	18	2,070.00			0	0.00	18	115.00	2070.00
37	Cervical cotton swab	box			0	0.00			0	0.00		8	8	2,800.00			0	0.00	8	350.00	2800.00
POPULATION PROGRAM 93,600.00																					
38	(1) 50 pax (25 female, 25 male) attended Adolescent Heart to Heart Meetings	servings	50		50	2,500.00			0	0.00			0	0.00			0	0.00	50	50.00	2500.00
39	P300.00 per pax for snacks and meals x 50 pax = P15,000.00; (2) 50 pax (25 female, 25 male) attended Training of Young Fathers with their spouses on Katropa	servings	300		300	15,000.00			0	0.00			0	0.00			0	0.00	300	50.00	15000.00
40	P300.00 per pax for snacks and meals x 50 pax = P15,000.00; (3) 50 pax (25 female, 25 male) Training of Girls & Women on Adolescent Health & Development	servings	300		300	15,000.00			0	0.00			0	0.00			0	0.00	300	50.00	15000.00
41	P300.00 per pax for snacks and meals x 50 pax = P15,000.00; (4) 50 Teens (25 female, 25 male) attended U4U Program	servings	300		300	15,000.00			0	0.00			0	0.00			0	0.00	300	50.00	15000.00

97	Pabasa and Infant and Young Child Feeding (IYCF) on proper breastfeeding and proper nutrition for lactating mothers during Nutrition Month Celebration .	servings				0.00			0	0.00				0	0.00			0	0.00	0	0.00	0.00
98	Tarpaulin and Stage Decorations	pieces			0	0.00		1	1	4,000.00				0	0.00			0	0.00	1	4000.00	4000.00
99	Launching																					
100	Culmination																					
101	Token				100	10,000.00			0	0.00				0	0.00			0	0.00	100	100.00	10000.00
A. Slogan Contest																						
102	1st Placer	prizes			0	0.00		1	1	1,500.00				0	0.00			0	0.00	1	1500.00	1500.00
103	2nd Placer	prizes			0	0.00		1	1	1,000.00				0	0.00			0	0.00	1	1000.00	1000.00
104	3rd Placer	prizes			0	0.00		1	1	700.00				0	0.00			0	0.00	1	700.00	700.00
B. Poster Making Contest																						
105	1st Placer	prizes			0	0.00		1	1	1,500.00				0	0.00			0	0.00	1	1500.00	1500.00
106	2nd Placer	prizes			0	0.00		1	1	1,000.00				0	0.00			0	0.00	1	1000.00	1000.00
107	3rd Placer	prizes			0	0.00		1	1	700.00				0	0.00			0	0.00	1	700.00	700.00
C. Cooking Contest																						
108	1st Placer	prizes			0	0.00		1	1	1,500.00				0	0.00			0	0.00	1	1500.00	1500.00
109	2nd Placer	prizes			0	0.00		1	1	1,000.00				0	0.00			0	0.00	1	1000.00	1000.00
110	3rd Placer	prizes			0	0.00		1	1	700.00				0	0.00			0	0.00	1	700.00	700.00
D. Nutri Jingle Contest																						
111	1st Placer	prizes			0	0.00		1	1	1,500.00				0	0.00			0	0.00	1	1500.00	1500.00
112	2nd Placer	prizes			0	0.00		1	1	1,000.00				0	0.00			0	0.00	1	1000.00	1000.00
113	3rd Placer	prizes			0	0.00		1	1	700.00				0	0.00			0	0.00	1	700.00	700.00
COMBAT AIDS PROGRAM 50,000.00																						
114	HIV/AIDS Quarterly meeting of HIV-AIDS Council (snacks)	servings			0	0.00		355	355	17,750.00				0	0.00		350	350	17,500.00	705	50.00	35250.00
115	IEC materials (A4 bondpaper sub 20)	reams			0	0.00		50	50	14,750.00				0	0.00			0	0.00	50	295.00	14750.00
116	condom	packs			0	0.00			0	0.00				0	0.00			0	0.00	0	0.00	0.00
SENIOR CITIZEN'S AND PWD PROGRAM 531,965.00																						
	Provision of Medicines for Sr. Citizens and PWD'S during medical consultation				0	0.00			0	0.00				0	0.00			0	0.00	0	0.00	0.00
	Multivitamins with mineral Syrup	bott		2550	2550	184,875.00			0	0.00				0	0.00			0	0.00	2550	72.50	184875.00
	Sodium Ascorbate + Zinc	cap		11266	11266	81,115.20			0	0.00				0	0.00			0	0.00	11266	7.20	81115.20
	Mefenamic Acid 500 mg	cap		60000	60000	157,800.00			0	0.00				0	0.00			0	0.00	60000	2.63	157800.00
	Vitamin B Complex	tab		64400	64400	108,192.00			0	0.00				0	0.00			0	0.00	64400	1.68	108192.00



VICENTE SOTTO MEMORIAL MEDICAL CENTER  
B. RODRIGUEZ ST. CEBU CITY  
TEL#:266-1962  
VSMC - DOH BOTICA

PRICE LIST FOR : Municipality Of San Francisco, Cebu (RHU)

PR REF #:

DATE :

FEBRUARY 22, 2023

NO.	ITEMS	UOM	COST
1	Multivitamins + Minerals Syrup	Bottle	N/A
2	Sodium Bicarbonate + Zinc	Tablet	N/A
3	Mefenamic Acid 500mg	Capsule	2.63
4	Vitamin B Complex	Tablet	1.68

REMARKS:

- 1.) THIS PRICE QUOTATION IS ONLY VALID WITHIN ONE MONTH UPON ISSUANCE.
- 2.) PURCHASE ORDER MUST BE ISSUED WITHIN THE VALIDITY PERIOD.
- 3.) ITEMS MARKED N/A ARE NOT READILY AVAILABLE.

PREPARED BY:

JOANA SILVANA G. ATUEL  
ADMINISTRATIVE ASSISTANT II

NOTED BY :

ENGR. GEMMA APILANA P. SHAN, MPA  
AO V - Logistics Head / Pharmacy Section