



## Republika ng Pilipinas

PAMAHALAANG LUNGSOD NG TACLOBAN  
(City Government of Tacloban)  
Kanhuraw Hill, Tacloban City 6500

### BIDS AND AWARDS COMMITTEE

### INVITATION FOR NEGOTIATED PROCUREMENT OF LABORATORY SUPPLIES

REF #038(2)-10-2021 (NOVEMBER 25, 2021)

PR# 2021-849 DATED 09-20-2021

8231907

1. In view of the two (2) failed public biddings, the City Government of Tacloban Bids and Awards Committee (BAC) invites interested bidders to participate in the negotiation for the **PROCUREMENT OF LABORATORY SUPPLIES** with total Approved Budget for the Contract (ABC) of **Eight Hundred Eleven Thousand Five Hundred Pesos & 00/100 (Php811,500.00)** in accordance with Section 53.1 of the Implementing Rules and Regulations of Republic Act No. 9184, otherwise known as the "Government Procurement Reform Act." For more details on this project, please refer to attached Schedule of Requirements (Annex A), Technical Specification (Annex B) and Bill of Quantities (Annex C). Below is a tabular presentation of the above-mentioned procurement.

Brief Description/ Specifications	End-user	Approved Budget for the Contract / Estimated Budget	Contract Duration
1 lot, Various laboratory supplies	TCH	Php811,500.00	30 Days

Delivery of items shall be within Thirty (30) Days. Bidders should have completed within five (5) years from the date of submission and receipt of bids a contract similar to the project.

2. The following eligibility and technical documents as well as the Financial Proposal Form shall be submitted on or before **10:00 A.M. of December 02, 2021** at the BAC Office, Tacloban City Hall, Kanhuraw Hill, Tacloban City:

- (a) Securities and Exchange Commission/Department of Trade and Industry Registration Certificate;
- (b) Valid Mayor's Permit;
- (c) List of projects for the last two years (ongoing government and private contracts);
- (d) Bid security issued in favor of the City Government of Tacloban shall be either in the following forms and amount:
  - (i) 2% of the ABC, if cash or cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial bank;
  - (ii) 5% of the ABC, if surety bond with certification from Insurance Commission that such insurance company is authorized to issue such security;
  - (iii) Any combination of the foregoing; and
  - (iv) Bid Securing Declaration. Sample form is attached as Annex D.
- (e) Compliance with the Schedule of Requirements (Annex A), Technical Specification (Annex B) and Bill of Quantities (Annex C);
- (f) Omnibus Sworn Statement;
- (g) Latest Income Tax Returns;
- (h) Authority of the Signatory; and
- (i) Certification of PhilGEPS Registration.

3. Opening of the eligibility documents, technical documents and financial proposal will be on **02:00 PM of December 02, 2021.**

4. For further information, you may inquire at the BAC Office, City Hall Main Building, Kanhuraw Hill, Tacloban City from from 9:00 am to 4:00 pm, Mondays to Thursdays and 9:00 am to 2:00 pm on Fridays, except on holidays.

5. The City Government of Tacloban reserves the right to accept or reject any offer, to annul the negotiation process, and to reject all offers at any time prior to contract award, without thereby incurring any liability to affected firms.

**FOR. JONATHAN HIJADA**  
BAC Chairman

**ANNEX A**

## *Schedule of Requirements*

“Negotiated Procurement of LABORATORY SUPPLIES”

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

ITEM NO.	DESCRIPTION	QUANTITY	UNIT	DELIVERY SCHEDULE
	The contractor shall provide the following needed for the project:			
1	BUN (R1 5x44ml, R25x11ml)	2	bxs	
2	BUA (10 x 44 ml)	2	bxs	
3	HDL (R1 5x44ml, R2 5x11)	4	bxs	
4	Creatinine (R1 5x44ml, R2 5x11 ml)	4	bxs	
5	SGOT – AST (R1 6x44ml, R2 3x44ml)	1	box	
6	SGOT – ALT (R1 6x44ml, R2 3x44ml)	1	box	
7	Electrolytes (1L)	2	bxs	
8	Typhi Dot (40 test)	1	box	
9	PREGNANCY TEST (40 test card)	10	bxs	
10	URINE STRIPS (4 PARAMETERS)	25	bots	
11	HbsAg (40 test card)	25	bxs	
12	RPR (40 test)	25	bxs	
13	Hemaquick Stain (4x250 ml)	5	set	
14	Distilled Water (10 liters)	100	bots	
15	Gloves (Non-Sterile Medium) x 100 pcs	20	bxs	
16	Collecting tube EDTA (0.5 ml) x 100	25	trays	
17	XL – ERBA wash (4x100 ml)	2.	bxs	
18	XL – ERBA NORM (R1 4x5ml, R2 1x100 ml)	2	bxs	
19	XL – MULTICAL (R1 4x3ml, R2 1x100ml)	2	bxs	
20	Urine Container	1000	pcs	
21	Stool Container	500	pcs	
	*nothing follows*			

I hereby certify to comply the deliver all the above requirements.

Name of Company/Bidder

Signature over Printed

Date

**ANNEX B**

# Technical Specifications

“Negotiated Procurement of VEHICLE (Ambulance)

Bidders must state here either “Comply” or any equivalent term in the column “Bidder’s Statement of Compliance” against each of the individual parameters of each “Specification”.

ITEM NO.	DESCRIPTION	QUANTITY	UNIT	Bidder’s Statement of Compliance
	The contractor shall provide the following needed for the project:			
1	BUN (R1 5x44ml, R25x11ml)	2	bxs	
2	BUA (10 x 44 ml)	2	bxs	
3	HDL (R1 5x44ml, R2 5x11)	4	bxs	
4	Creatinine (R1 5x44ml, R2 5x11 ml)	4	bxs	
5	SGOT – AST (R1 6x44ml, R2 3x44ml)	1	box	
6	SGOT – ALT (R1 6x44ml, R2 3x44ml)	1	box	
7	Electrolytes (1L)	2	bxs	
8	Typhi Dot (40 test)	1	box	
9	PREGNANCY TEST (40 test card)	10	bxs	
10	URINE STRIPS (4 PARAMETERS)	25	bots	
11	HbsAg (40 test card)	25	bxs	
12	RPR (40 test)	25	bxs	
13	Hemaquick Stain (4x250 ml)	5	set	
14	Distilled Water (10 liters)	100	bots	
15	Gloves (Non-Sterile Medium) x 100 pcs	20	bxs	
16	Collecting tube EDTA (0.5 ml) x 100	25	trays	
17	XL – ERBA wash (4x100 ml)	2.	bxs	
18	XL – ERBA NORM (R1 4x5ml, R2 1x100 ml)	2	bxs	
19	XL – MULTICAL (R1 4x3ml, R2 1x100ml)	2	bxs	
20	Urine Container	1000	pcs	
21	Stool Container	500	pcs	
	*nothing follows*			

I hereby certify to comply with all the above Technical Specifications.

\_\_\_\_\_  
Name of Company/Bidder

\_\_\_\_\_  
Signature over Printed  
Name of Representative

\_\_\_\_\_  
Date

## *Bid Prices and Bill of Quantities*

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

Quotation No: \_\_\_\_\_

\_\_\_\_\_  
Name of Establishment/Supplier

\_\_\_\_\_  
Address

Please quote your lowest price on the item/s listed below and submit your quotation duly signed by your representative not later than **02:00 PM of December 02, 2021**.

**Sgd. FOR. JONATHAN R. HIJADA**  
BAC Chairman

Item Number	Description	Quantity	Unit	Unit Price	Total
1	BUN (R1 5x44ml, R25x11ml)	2	bxs		
2	BUA (10 x 44 ml)	2	bxs		
3	HDL (R1 5x44ml, R2 5x11)	4	bxs		
4	Creatinine (R1 5x44ml, R2 5x11 ml)	4	bxs		
5	SGOT – AST (R1 6x44ml, R2 3x44ml)	1	box		
6	SGOT – ALT (R1 6x44ml, R2 3x44ml)	1	box		
7	Electrolytes (1L)	2	bxs		
8	Typhi Dot (40 test)	1	box		
9	PREGNANCY TEST (40 test card)	10	bxs		
10	URINE STRIPS (4 PARAMETERS)	25	bots		
11	HbsAg (40 test card)	25	bxs		
12	RPR (40 test)	25	bxs		
13	Hemaquick Stain (4x250 ml)	5	set		
14	Distilled Water (10 liters)	100	bots		
15	Gloves (Non-Sterile Medium) x 100 pcs	20	bxs		
16	Collecting tube EDTA (0.5 ml) x 100	25	trays		
17	XL – ERBA wash (4x100 ml)	2.	bxs		
18	XL – ERBA NORM (R1 4x5ml, R2 1x100 ml)	2	bxs		
19	XL – MULTICAL (R1 4x3ml, R2 1x100ml)	2	bxs		
20	Urine Container	1000	pcs		
21	Stool Container	500	pcs		
				<b>Grand Total</b>	
xxx					

\_\_\_\_\_  
Name of Company/Bidder

\_\_\_\_\_  
Signature over Printed  
Name of Representative

\_\_\_\_\_  
Date

**ANNEX D**

**BID-SECURING DECLARATION**

Invitation to Bid/Request for Expression of Interest No.1: [Insert reference number]

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

I/We<sup>2</sup>, the undersigned, declare that:

1. I/We understand that, according to your conditions, bids must be supported by a Bid Security, which may be in the form of a Bid-Securing Declaration.

2. I/We accept that: (a) I/we will be automatically disqualified from bidding for any contract with any procuring entity for a period of two (2) years upon receipt of your Blacklisting Order; and, (b) I/we will pay the applicable fine provided under Section 6 of the Guidelines on the Use of Bid Securing Declaration<sup>3</sup>, if I/we have committed any of the following actions: (i) Withdrawn my/our Bid during the period of bid validity required in the Bidding Documents; or (ii) Fail or refuse to accept the award and enter into contract or perform any and all acts necessary to the execution of the Contract, in accordance with the Bidding Documents after having been notified of your acceptance of our Bid during the period of bid validity.

3. I/We understand that this Bid-Securing Declaration shall cease to be valid on the following circumstances:

- (a) Upon expiration of the bid validity period, or any extension thereof pursuant to your request;
- (b) I am/we are declared ineligible or post-disqualified upon receipt of your notice to such effect, and (i) I/we failed to timely file a request for reconsideration or (ii) I/we filed a waiver to avail of said right;
- (c) I am/we are declared as the bidder with the Lowest Calculated and Responsive Bid/Highest Rated and Responsive Bid<sup>4</sup>, and I/we have furnished the performance security and signed the Contract.

---

1 Select one and delete the other.  
 2 Select one and delete the other. Adopt same instruction for similar terms throughout the document.  
 3 Issued by the GPPB through GPPB Resolution 03-2012 on 27 January 2012.  
 4 Select one and delete the other.

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. 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 \_\_\_\_\_ 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 \_\_\_\_