

**CONTRACT FOR THE  
PROCUREMENT OF SUPPLY AND INSTALLATION OF ONE (1) LOT MATERIALS  
FOR IMPROVEMENT OF THE CORPORATE ACTION CENTER**

THIS AGREEMENT made on the 28<sup>th</sup> day of October, 2014 between **PHILIPPINE HEALTH INSURANCE CORPORATION**, a government-owned and controlled corporation created and existing by virtue of R.A. 7875, otherwise known as the "National Health Insurance Act of 1995", with office address at 17th Floor, Citystate Center Building, 709 Shaw Blvd corner Oranbo Drive, Pasig City, represented herein by its **CHIEF MANAGEMENT EXECUTIVE, MANAGEMENT SERVICES SECTOR, MELINDA C. MERCADO**, (hereinafter called "PHILHEALTH").

-and-

**MZR UNICA, INC.**, a corporation registered with the Securities and Exchange Commission under Certificate No. CS200710040 issued on March 17, 2010, and existing under the laws of the Republic of the Philippines, with business address at **32 Chicago St. Brgy. Pinagkaisahan, Cubao, Quezon City**, represented herein by its **VICE PRESIDENT FOR MARKETING AND FINANCE, MARILOU R. QUIROZ**, (hereinafter called "MZR UNICA").

**WITNESSETH: That –**

**WHEREAS**, PHILHEALTH invited Bids for the Procurement of Supply and Installation of One (1) Lot Materials for Improvement of the Corporate Action Center (ITB No. ICAC 2014-004-GS) and has accepted the Bid by MZR UNICA for the supply of those goods and services in the sum of **ONE MILLION TWO HUNDRED SIXTY THOUSAND PESOS (PhP1,260,000.00) ONLY**, (hereinafter called "the Contract Price").

**NOW, THEREFORE**, for and in consideration of the foregoing premises, the parties hereto have agreed as they hereby agree and bind themselves as follows:

1. In this Agreement, words and expressions shall have the same meaning as are respectively assigned to them in the Conditions of Contract hereunder referred to.
2. The following documents shall form and be read and construed as part of this Agreement, viz.:
  - (a) the Financial Proposal submitted by MZR UNICA, INC. (Annex "A");
  - (b) the Schedule of Requirements/Completion Period as stated in the Bid Bulletin shall prevail (Annex "B");
  - (c) the Technical Specifications (Annex "C");
  - (d) the General Conditions of Contract (Annex "D");
  - (e) the Special Conditions of Contract (Annex "E");
  - (f) the Bid Bulletin No. 01 (Annex "F");
  - (g) the BAC-GS Resolution No. 061, s. 2014 (Annex "G");
  - (h) the Notice of Award (Annex "H");
  - (i) the Performance Security (Annex "I").
3. In consideration of the payments to be made by PHILHEALTH to MZR UNICA as hereinafter mentioned, MZR UNICA hereby covenants with PHILHEALTH to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of this Agreement.
4. PHILHEALTH hereby covenants to pay MZR UNICA in consideration of the provision of the goods and services and the remedying of defects therein, the Contract Price or such other sum as may become payable at the time and in the manner prescribed by this Agreement.

1 | **Contract for the Procurement of Supply and Installation of One (1) Lot Materials for Improvement of Corporate Action Center (ITB No. ICAC 2014-004-GS)**

*Melinda C. Mercado*  
Melinda C. Mercado  
Senior Vice President / Chief Management Executive,  
Management Services Sector

*MariLou R. Quiroz*  
MariLou R. Quiroz  
Vice President for Marketing  
and Finance

*Edgar J. Acunacion*  
Edgar J. Acunacion  
Senior Vice President / Chief Legal Executive,  
Legal Services Sector

*Mario S. Matangulian*  
Mario S. Matangulian  
Senior Manager, Physical Resources and  
Infrastructure Department

*Francis Antonio Dalisay*  
Francis Antonio Dalisay  
Division Chief IV, Air Division  
(Computer Support Dept.)

*Witness for MZR Unica, Inc.*  
Witness for MZR Unica, Inc.

*Witness for MZR Unica, Inc.*  
Witness for MZR Unica, Inc.

5. The contract price covers all taxes, including the 12% Value-Added-Tax, customs duties, license fees, freight, insurance and other charges which may be imposed on the Product by foreign and local authorities.
6. **MZR UNICA** hereby covenants to deliver in favor of **PHILHEALTH** the goods and services based on **Annex "C"** of this Agreement.
7. Upon submission of **MZR UNICA** of the **STATEMENT OF BILLING ACCOUNT** and other documentary requirements, **PHILHEALTH** shall pay the sum of **One Million One Hundred Thirty Four Thousand Pesos (PhP1,134,000.00) only**, which is ninety percent (90%) of the total contract price, within fifteen (15) working days after complete delivery to and acceptance by **PHILHEALTH**.

**PHILHEALTH** shall hold the **ten percent (10%) of the total contract price** as retention money or as obligation for **"Warranty"** in an amount equivalent to **One Hundred Twenty Six Thousand Pesos (PhP126,000.00) only**. Said amount shall only be released after the lapse of the **one (1) year warranty period** for non-expendable supplies as required under **Section 62 (Warranty) of the Revised IRR of RA 9184**. Provided, however, that the goods supplied are free from patent and latent defects and all the conditions imposed under the contract have been fully met. Provided further, that **MZR UNICA** may opt to post a **special bank guarantee** equivalent to at least **ten percent (10%) of the total contract price**. The said special bank guarantee must have a validity period of **one (1) year** covering the whole duration of the **warranty period**.

8. **MZR UNICA** shall be amenable to deliver additional goods/services subject to the conditions of **REPEAT ORDER** under **Section 51 of the Revised IRR of R.A. 9184**.
9. All other terms, conditions and stipulations accompanying this Agreement together with all proposals and all mandatory provisions of the Revised Implementing Rules and Regulations of R.A. No. 9184, shall form an integral part of the contract between the PARTIES hereto.


The parties hereby certify that they have read or caused to be read to them each and every provision of the foregoing Agreement and that they had fully understood the same.


**IN WITNESS WHEREOF**, the parties hereto have caused this Agreement to be executed in accordance with the laws of the Republic of the Philippines on the day and year first above written.

**PHILIPPINE HEALTH INSURANCE CORPORATION**


**MZR UNICA, INC.**

By:

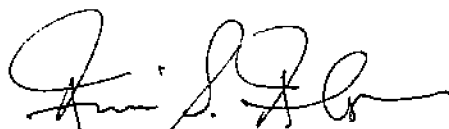
  
**MELINDA C. MERCADO**  
Senior Vice President/  
Chief Management Executive

By:   
**MARILOU R. QUIROZ**  
Vice President for Marketing and Finance

Signed in the presence of:

  
**EDGAR JULIO S. ASUNCION**  
Senior Vice President/Chief Legal Executive

  
**GENEVA VERTERA**  
Witness for MZR Unica, Inc.



**MARIO S. MATANGUIHAN**

Senior Manager

Physical Resources and Infrastructure Department

  
\_\_\_\_\_  
Witness for MZR Unica, Inc.  

**HANNAH ANTONIO DALISAY**

Division Chief IV/DRAS – AIC Division,

Comptrollership Department

CA# 2014-10-16

ACKNOWLEDGEMENT

REPUBLIC OF THE PHILIPPINES)  
CITY OF QUEZON CITY ) S.S.

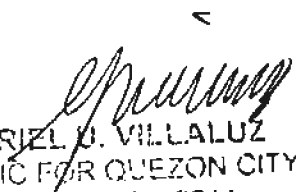
BEFORE ME, this \_\_\_\_ day of 20 OCT 2014 2014, personally appeared the following persons exhibiting to me their respective Government-issued ID's, to wit:

	Identification Card and No.	Date/Place of Issue
MELINDA C. MERCADO Philippine Health Insurance Corporation	_____	_____
MARILOU R. QUIROZ MZR Unica, Inc.	<u>SSS# 03-5941733-5</u>	<u>QUEZON CITY</u>

Known to me to be the same persons who executed the foregoing Agreement consisting of thirty-nine (39) pages including the annexes and this page on which the acknowledgement is written and they acknowledged that the same is their free act and deed and that of the corporations being represented.

WITNESS MY HAND AND SEAL on the date and place first above written.

Doc No. 37  
Page No. 7  
Book No. XI.F.P  
Series of 2014

  
ATTY. GABRIEL D. VILLALUZ  
NOTARY PUBLIC FOR QUEZON CITY  
UNTIL DECEMBER 31, 2014  
PTR No. 9110087-40/2014  
IBP No. 925864-1/09/2014  
Rol No. 30055 / ADM-012 (2013-2014)  
MCLE No. IV 001606

The Chairperson  
Bids and Awards Committee  
PHILHEALTH

Gentlemen and/or Ladies:

Having examined the Bidding Documents including Bid Bulletin Numbers [insert numbers], the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply/deliver/perform Supply and Installation of One (1) Lot Labor and Materials for Improvement of the Corporate Action Center in conformity with the said Bidding Documents for the sum stated hereunder.

PARTICULARS	COST per item (Inclusive of VAT)	Total Cost (Inclusive of VAT)
TOTAL (In Words) One Million Two Hundred Sixty Thousand Pesos Only.		P1,260,000.00

We undertake, if our Bid is accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements.

If our Bid is accepted, we undertake to provide a performance security in the form, amounts, and within the times specified in the Bidding Documents

We agree to abide by this Bid for the Bid Validity Period specified in BDS provision for ITB Clause 18.2 and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

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 or any Bid you may receive.

We certify/confirm that we comply with the eligibility requirements as per ITB Clause 5 of the Bidding Documents.

Dated this 22nd day of April 20 14  
MARTIN R. QUIROZ VP FINANCE & MARKETING  
(signature) (in the capacity of)

Only authorized to sign Bid for and on behalf of MZR BUILDERS

*for*  
*[Signature]*

## Section VI. Schedule of Requirements

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

Item Number	Description	Delivered, Days/Weeks/ Months
1	<p><b>I. SCOPE OF WORK:</b> The work to be done consists of furnishing all materials, tools, equipment and labor including office furniture and other necessary services and supplies for the satisfactory completion of the project in accordance with the approved drawings and material specifications.</p> <p><b>1. Call Center Cubicles, (Pages 2 to 4 of Technical Drawing)</b></p> <p><b>1.1</b> Existing cubicles located at Room 1403 may also be used as reference for constructing cubicles as an added reference to the approved detailed drawings and material specification.</p> <p><b>1.2</b> Install 2-gang convenience outlet including its complete accessories per cubicle using 3.5mm<sup>2</sup> THW/THHN wire.</p> <p><b>1.3</b> Install IP Port (outlet) with stand-by plastic conduit (cables are to be supplied by other Supplier)</p> <p><b>1.4</b> Supply and install framed cork board 400mm.x300mm.H per cubicle.</p> <p><b>1.5</b> Supply 1-unit mobile cabinet per cubicle with the following specification:</p> <p>a. Made of cold roll steel sheets, powder coated oven baked finish, color light gray, three drawer pull-out with central locking system twin, with nylon casters. Size: W400mm.xD560mm.x</p>	<p><b>Within forty-five (45) calendar days after the issuance and receipt of the winning bidder of the Notice to Proceed.*</b></p>

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SAC Central Office

MARILOU R. QUIROZ  
VP Marketing & Finance

*Handwritten signatures and initials:*  
 - Top right: *John*  
 - Middle right: *Carly*  
 - Bottom right: *CR2*  
 - Far right: *16*

	<p>H650mm.</p> <p>2. Reception Table, (Pages 5 to 7 of Technical Drawing)</p> <p>2.1 Construct detachable Reception Table using 12mmØ bolts and nuts. All other details shall be in accordance to the approved drawing and specification</p> <p>3. Back Wall, (Page 7 and 8 of Technical Drawing)</p> <p>3.1 Supply and install large format sticker to be applied on back wall. Design of sticker will be provided by the End-User.</p> <p>4. Drawer Cabinet, (Pages 9 to 10 of Technical Drawing)</p> <p>4.1 Construct file shelving in accordance to the approved drawing and specification.</p> <p>5. File Shelving, (Page 11 of Technical Drawing)</p> <p>5.1 Construct file shelving in accordance to the approved drawing and specification.</p> <p>6. 1.5m. Ht. Partition, (Page 1 of Technical Drawing)</p> <p>6.1 Construct double 3" thk. wall partition using ½" plywood in accordance to the approved floor lay-out.</p> <p>6.2 Apply at least three (3) coating of paint finishes.</p> <p>7. Supply of Office Furniture, (Pages 12 to 13 of Technical Drawing)</p> <p>7.1 One (1) unit of <u>4-Seater Gang Chair</u> with the following specifications: Gang chair using at least 1.50mm. thickness stainless steel, with arm</p>	
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SAC Central Office

Conforme:

MANLOU D. QUIROZ  
VP Finance & Mktng

Chona Plencia

for H

W

H

	rest and perforated back rest, 2.0mm thick connectors, supported with at least 80mm. x 40mm. x 2.0mm. thick rectangular powder coated tube beam.	
8.	Lighting Fixtures, (Page 13 of Technical Drawing)	
8.1	Supply and install at least 18 sets of 40W Fluorescent Lights with diffusers in accordance to the electrical layout.	
8.2	Installation of necessary electrical wires and switch/es.	
II.	MISCELLANEOUS WORKS	
1.	Cover/protect all existing properties in the area before commencement of actual improvement activities.	
2.	Restore/replace all damaged items such as ceilings, walls, floors, windows, etc. affected by construction activities.	
3.	Clean-up rooms (project-site) after a day-to-day work activity. Excess construction materials and other related construction debris shall be moved to Basement 2 or in any location identified by Engineering Office within the building premises.	
4.	Coordinate with Engineering Office for all work related activities to avoid delay of the completion of the project.	
	* Period includes the rectification, restoration/replacement of items that may be damaged during the progress of the activity.	

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

MZR BUILDERS	MARILOU F. QUIROZ	APRIL 22, 2014
Name of Company/Bidder	Signature over Printed Name of Representative	Date

NO 004.001

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## Section VII. Technical Specifications

SPECIFICATIONS	Statement of Compliance
<p>* <b>Statement of Compliance-</b> 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 Bidder's 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 Bidders 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 provisions of ITB Clause 3.1(a)(ii) and/or GCC Clause 36.1(a)(ii).</p>	
Procurement of Supply and Installation of One (1) Lot Labor and Materials for Improvement of Corporate Action Center	Statement of Compliance *
<p><b>III. SCOPE OF WORK:</b></p> <p>The work to be done consists of furnishing all materials, tools, equipment and labor including office furniture and other necessary services and supplies for the satisfactory completion of the project in accordance with the approved drawings and material specifications.</p> <p><b>1. Call Center Cubicles, (Pages 2 to 4 of Technical Drawing)</b></p> <p>1.6 Existing cubicles located at Room 1403 may also be used as reference for constructing cubicles as an added reference to the approved detailed drawings and material specification.</p> <p>1.7 Install 2-gang convenience outlet including its complete accessories per cubicle using 3.5mm<sup>2</sup> THW/THHN wire.</p> <p>1.8 Install IP Port (outlet) with stand-by plastic conduit (cables are to be supplied by other Supplier).</p> <p>1.9 Supply and install framed cork board 400mm.x300mm.H per cubicle.</p> <p>1.10 Supply 1-unit mobile cabinet per cubicle with the following specification:</p> <p style="padding-left: 40px;">b. Made of cold roll steel sheets, powder coated oven baked finish, color light gray, three drawer pull-out with central locking system twin, with nylon casters. Size: W400mm xD560mm.xH650mm.</p> <p><b>2. Reception Table, (Pages 5 to 7 of Technical Drawing)</b></p> <p>2.1 Construct detachable Reception Table using 12mmØ bolts and nuts. All other details shall be in accordance to the approved drawing and specification</p> <p><b>3. Back Wall, (Page 7 and 8 of Technical Drawing)</b></p> <p>3.1 Supply and install large format sticker to be applied on back wall. Design of sticker will be provided by the End-User.</p> <p><b>4. Drawer Cabinet, (Pages 9 to 10 of Technical Drawing)</b></p> <p>4.1 Construct file shelving in accordance to the</p>	<p>COMPLY</p> <p>COMPLY</p>

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Conformed

Marilyn Quiroz  
VP Finance & Mktg

Mktg

approved drawing and specification.

5. File Shelving, (Page 11 of Technical Drawing)

5.1 Construct file shelving in accordance to the approved drawing and specification.

6. 1.5m. Ht. Partition, (Page 1 of Technical Drawing)

6.1 Construct double 3" thk. wall partition using 1/4" plywood in accordance to the approved floor layout.

6.2 Apply at least three (3) coating of paint finishes.

7. Supply of Office Furniture, (Pages 12 to 13 of Technical Drawing)

7.1 One (1) unit of 4-Seater Gang Chair with the following specifications:

Gang chair using at least 1.50mm. thickness stainless steel, with arm rest and perforated back rest, 2.0mm thick connectors, supported with at least 80mm. x 40mm. x 2.0mm. thick rectangular powder coated tube beam.

8. Lighting Fixtures, (Page 13 of Technical Drawing)

8.1 Supply and install at least 18 sets of 40W Fluorescent Lights with diffusers in accordance to the electrical layout. - ~~Not included~~.

8.2 Installation of necessary electrical wires and switch/es.

COMPLY

COMPLY

IV. MISCELLANEOUS WORKS

1. Cover/protect all existing properties in the area before commencement of actual improvement activities.
2. Restore/replace all damaged items such as ceilings, walls, floors, windows, etc. affected by construction activities.
3. Clean-up rooms (project-site) after a day-to-day work activity. Excess construction materials and other related construction debris shall be moved to Basement 2 or in any location identified by Engineering Office within the building premises.
4. Coordinate with Engineering Office for all work related activities to avoid delay of the completion of the project.

V. PAYMENT

Payment shall be done after complete delivery and acceptance of service rendered and upon submission of the following documents:

1. Perfected Contract;
2. Delivery Receipts and Sales Invoice;
3. Inspection Report; and
4. Certificate of Acceptance.

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Confirmed  
MARILOU R. QUIROZ  
VP Finance & Mktng

*[Handwritten signatures and initials]*

VI. WARRANTY

All construction works and furnitures shall be provided with at least one (1) year warranty against defects on materials and workmanship. During this period, the winning bidder shall correct any such defect.

COMPLY

COMPLY

I hereby certify to comply with all the above Technical Specifications

NZR BUILDERS

MATILDO R. QUIROZ

APRIL 22, 2014

Name of Company/Bidder

Signature over Printed Name of Representative

Date

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SAC Central Office

*Handwritten signatures and initials:*  
- Top right: *John*  
- Middle right: *CCR-jm*  
- Bottom right: *gm*, *h*, *h*, *h*, *h*, *h*

## Section IV. General Conditions of Contract

### 35. Definitions

35.1. In this Contract, the following terms shall be interpreted as indicated:

- (a) "The Contract" means the agreement entered into between the Procuring Entity and the Supplier, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
- (b) "The Contract Price" means the price payable to the Supplier under the Contract for the full and proper performance of its contractual obligations.
- (c) "The Goods" means all of the supplies, equipment, machinery, spare parts, other materials and/or general support services which the Supplier is required to provide to the Procuring Entity under the Contract.
- (d) "The Services" means those services ancillary to the supply of the Goods, such as transportation and insurance, and any other incidental services, such as installation, commissioning, provision of technical assistance, training, and other such obligations of the Supplier covered under the Contract.
- (e) "GCC" means the General Conditions of Contract contained in this Section.
- (f) "SCC" means the Special Conditions of Contract.
- (g) "The Procuring Entity" means the organization purchasing the Goods, as named in the SCC.
- (h) "The Procuring Entity's country" is the Philippines.
- (i) "The Supplier" means the individual contractor, manufacturer, distributor, or firm supplying/manufacturing the Goods and Services under this Contract and named in the SCC.
- (j) The "Funding Source" means the organization named in the SCC.
- (k) "The Project Site," where applicable, means the place or places named in the SCC.
- (l) "Day" means calendar day.
- (m) The "Effective Date" of the contract will be the date of receipt by the Supplier of the Notice to Proceed or the date provided in the Notice to Proceed. Performance of all obligations shall be reckoned from the Effective Date of the Contract.
- (n) "Verified Report" refers to the report submitted by the Implementing Unit to the Head of the Procuring Entity setting forth its findings as to the existence of grounds or causes for termination and explicitly stating its recommendation for the issuance of a Notice to Terminate.

36. Corrupt, Fraudulent, Collusive, and Coercive Practices

36.1. Unless otherwise provided in the SCC, the Procuring Entity as well as the bidders, contractors, or suppliers shall observe the highest standard of ethics during the procurement and execution of this Contract. In pursuance of this policy, the Procuring Entity:

(a) defines, for the purposes of this provision, the terms set forth below as follows:

(i) "corrupt practice" means behavior on the part of officials in the public or private sectors by which they improperly and unlawfully enrich themselves, others, or induce others to do so, by misusing the position in which they are placed, and it includes the offering, giving, receiving, or soliciting of anything of value to influence the action of any such official in the procurement process or in contract execution; entering, on behalf of the Government, into any contract or transaction manifestly and grossly disadvantageous to the same, whether or not the public officer profited or will profit thereby, and similar acts as provided in Republic Act 3019.

(ii) "fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Procuring Entity, and includes collusive practices among Bidders (prior to or after bid submission) designed to establish bid prices at artificial, non-competitive levels and to deprive the Procuring Entity of the benefits of free and open competition.

(iii) "collusive practices" means a scheme or arrangement between two or more Bidders, with or without the knowledge of the Procuring Entity, designed to establish bid prices at artificial, non-competitive levels.

(iv) "coercive practices" means harming or threatening to harm, directly or indirectly, persons, or their property to influence their participation in a procurement process, or affect the execution of a contract;

(v) "obstructive practice" is

(aa) deliberately destroying, falsifying, altering or concealing of evidence material to an administrative proceedings or investigation or making false statements to investigators in order to materially impede an administrative proceedings or investigation of the Procuring Entity or any foreign government/foreign or international financing institution into allegations of a corrupt, fraudulent, coercive or collusive practice; and/or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the administrative proceedings or investigation or from pursuing such proceedings or investigation; or

(bb) acts intended to materially impede the exercise of the inspection and audit rights of the Procuring Entity or any foreign government/foreign or international financing institution herein.

*over*

*P*

*16 for H. H. H.*

(b) will reject a proposal for award if it determines that the Bidder recommended for award has engaged in any of the practices mentioned in this Clause for purposes of competing for the contract.

36.2. Further the Funding Source, Borrower or Procuring Entity, as appropriate, will seek to impose the maximum civil, administrative and/or criminal penalties available under the applicable law on individuals and organizations deemed to be involved with any of the practices mentioned in GCC Clause 36.1(a).

37. **Inspection and Audit by the Funding Source**

The Supplier shall permit the Funding Source to inspect the Supplier's accounts and records relating to the performance of the Supplier and to have them audited by auditors appointed by the Funding Source, if so required by the Funding Source.

38. **Governing Law and Language**

38.1. This Contract shall be interpreted in accordance with the laws of the Republic of the Philippines.

38.2. This Contract has been executed in the English language, which shall be the binding and controlling language for all matters relating to the meaning or interpretation of this Contract. All correspondence and other documents pertaining to this Contract exchanged by the parties shall be written in English.

39. **Notices**

39.1. Any notice, request, or consent required or permitted to be given or made pursuant to this Contract shall be in writing. Any such notice, request, or consent shall be deemed to have been given or made when received by the concerned party, either in person or through an authorized representative of the Party to whom the communication is addressed, or when sent by registered mail, telex, telegram, or facsimile to such Party at the address specified in the SCC, which shall be effective when delivered and duly received or on the notice's effective date, whichever is later.

39.2. A Party may change its address for notice hereunder by giving the other Party notice of such change pursuant to the provisions listed in the SCC for GCC Clause 39.1.

40. **Scope of Contract**

40.1. The GOODS and Related Services to be provided shall be as specified in Section VI. Schedule of Requirements.

40.2. 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. Any additional requirements for the completion of this Contract shall be provided in the SCC.

41. **Subcontracting**

41.1. Subcontracting of any portion of the Goods, if allowed in the BDS, does not relieve the Supplier of any liability or obligation under this 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.

*CCP*

*Q*

*for* *[Signature]*

- 41.2. Subcontractors disclosed and identified during the bidding may be changed during the implementation of this Contract, subject to compliance with the required qualifications and the approval of the Procuring Entity.

42. Procuring Entity's Responsibilities

- 42.1. Whenever the performance of the obligations in this Contract requires that the Supplier obtain permits, approvals, import, and other licenses from local public authorities, the Procuring Entity shall, if so needed by the Supplier, make its best effort to assist the Supplier in complying with such requirements in a timely and expeditious manner.
- 42.2. The Procuring Entity shall pay all costs involved in the performance of its responsibilities in accordance with GCC Clause 40.

43. Prices

- 43.1. For the given scope of work in this Contract as awarded, all bid prices are considered fixed prices, and therefore not subject to price escalation during contract implementation, except under extraordinary circumstances and upon prior approval of the GPPB in accordance with Section 61 of R.A. 9184 and its IRR or except as provided in this Clause.
- 43.2. Prices charged by the Supplier for Goods delivered and/or services performed under this Contract shall not vary from the prices quoted by the Supplier in its bid, with the exception of any change in price resulting from a Change Order issued in accordance with GCC Clause 63.

44. Payment

- 44.1. Payments shall be made only upon a certification by the Head of the Procuring Entity to the effect that the Goods have been rendered or delivered in accordance with the terms of this Contract and have been duly inspected and accepted. Except with the prior approval of the President no payment shall be made for services not yet rendered or for supplies and materials not yet delivered under this Contract. Ten percent (10%) of the amount of each payment shall be retained by the Procuring Entity to cover the Supplier's warranty obligations under this Contract as described in GCC Clause 51.
- 44.2. The Supplier's request(s) for payment shall be made to the Procuring Entity in writing, accompanied by an invoice describing, as appropriate, the Goods delivered and/or Services performed, and by documents submitted pursuant to the SCC provision for GCC Clause 40.2, and upon fulfillment of other obligations stipulated in this Contract.
- 44.3. Pursuant to GCC Clause 44.2, payments shall be made promptly by the Procuring Entity, but in no case later than sixty (60) days after submission of an invoice or claim by the Supplier.
- 44.4. Unless otherwise provided in the SCC, the currency in which payment is made to the Supplier under this Contract shall be in Philippine Pesos.

45. Advance Payment and Terms of Payment

- 45.1. Advance payment shall be made only after prior approval of the President, and shall not exceed fifteen percent (15%) of the Contract amount, unless otherwise directed by the President or in cases allowed under Annex "D" of RA 9184.
- 45.2. For Goods supplied from abroad, the terms of payment shall be as follows:

- (a) On Contract Signature: Ten percent (10%) of the Contract Price shall be paid within sixty (60) days from signing of the Contract and upon submission of a claim and a bank guarantee for the equivalent amount valid until the Goods are delivered and in the form provided in Section VIII. Bidding Forms.
- (b) On Delivery: Seventy percent (70%) of the Contract Price shall be paid to the Supplier within sixty (60) days after the date of receipt of the Goods and upon submission of the documents (i) through (vi) specified in the SCC provision on Delivery and Documents.
- (c) On Acceptance: The remaining twenty percent (20%) of the Contract Price shall be paid to the Supplier within sixty (60) days after the date of submission of the acceptance and inspection certificate for the respective delivery issued by the Procuring Entity's authorized representative. In the event that no inspection or acceptance certificate is issued by the Procuring Entity's authorized representative within forty five (45) days of the date shown on the delivery receipt the Supplier shall have the right to claim payment of the remaining twenty percent (20%) subject to the Procuring Entity's own verification of the reason(s) for the failure to issue documents (vii) and (viii) as described in the SCC provision on Delivery and Documents.

45.3. All progress payments shall first be charged against the advance payment until the latter has been fully exhausted

#### 46. Taxes and Duties

The Supplier, whether local or foreign, shall be entirely responsible for all the necessary taxes, stamp duties, license fees, and other such levies imposed for the completion of this Contract.

#### 47. Performance Security

- 47.1. Within ten (10) calendar days from receipt of the Notice of Award 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 the forms prescribed in the ITB Clause 33.2.
- 47.2. The performance security posted in favor of the Procuring Entity shall be forfeited in the event it is established that the winning bidder is in default in any of its obligations under the contract.
- 47.3. The performance security shall remain valid until issuance by the Procuring Entity of the Certificate of Final Acceptance.
- 47.4. The performance security may be released by the Procuring Entity and returned to the Supplier after the issuance of the Certificate of Final Acceptance subject to the following conditions:
- (a) There are no pending claims against the Supplier or the surety company filed by the Procuring Entity;
  - (b) The Supplier has no pending claims for labor and materials filed against it; and
  - (c) Other terms specified in the SCC.
- 47.5. In case of a reduction of the contract value, the Procuring Entity shall allow a proportional reduction in the original performance security, provided that any such



reduction is more than ten percent (10%) and that the aggregate of such reductions is not more than fifty percent (50%) of the original performance security.

#### 48. Use of Contract Documents and Information

- 48.1. The Supplier shall not, except for purposes of performing the obligations in this Contract, without the Procuring Entity's prior written consent, disclose this Contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the Procuring Entity. Any such disclosure shall be made in confidence and shall extend only as far as may be necessary for purposes of such performance.
- 48.2. Any document, other than this Contract itself, enumerated in GCC Clause 48.1 shall remain the property of the Procuring Entity and shall be returned (all copies) to the Procuring Entity on completion of the Supplier's performance under this Contract if so required by the Procuring Entity.

## 49. Standards

The Goods provided under this Contract shall conform to the standards mentioned in the Section VII. Technical Specifications; and, when no applicable standard is mentioned, to the authoritative standards appropriate to the Goods' country of origin. Such standards shall be the latest issued by the institution concerned.

## 50. Inspection and Tests

- 50.1. The Procuring Entity or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Contract specifications at no extra cost to the Procuring Entity. The SCC and 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.
- 50.2. If applicable, the inspections and tests may be conducted on the premises of the Supplier or its subcontractor(s), at point of delivery, and/or at the goods' final destination. If conducted on the premises of the Supplier or its subcontractor(s), all reasonable facilities and assistance, including access to drawings and production data, shall be furnished to the inspectors at no charge to the Procuring Entity. The Supplier shall provide the Procuring Entity with results of such inspections and tests.
- 50.3. The Procuring Entity or its designated representative shall be entitled to attend the tests and/or inspections referred to in this Clause provided that the Procuring Entity shall bear all of its own costs and expenses incurred in connection with such attendance including, but not limited to, all traveling and board and lodging expenses.
- 50.4. The Procuring Entity may reject any Goods or any part thereof that fail to pass any test and/or inspection or do not conform to the specifications. The Supplier shall either rectify or replace such rejected Goods or parts thereof or make alterations necessary to meet the specifications at no cost to the Procuring Entity, and shall repeat the test and/or inspection, at no cost to the Procuring Entity, upon giving a notice pursuant to GCC Clause 39.
- 50.5. The Supplier agrees that neither the execution of a test and/or inspection of the Goods or any part thereof, nor the attendance by the Procuring Entity or its representative, shall release the Supplier from any warranties or other obligations under this Contract.

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51. Warranty

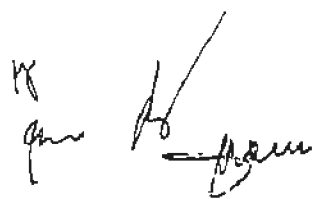
- 51.1. The Supplier warrants that the Goods supplied under the Contract are new, unused, of the most recent or current models, and that they incorporate all recent improvements in design and materials, except when the technical specifications required by the Procuring Entity provides otherwise.
- 51.2. The Supplier further warrants that all Goods supplied under this Contract shall have no defect, arising from design, materials, or workmanship or from any act or omission of the Supplier that may develop under normal use of the supplied Goods in the conditions prevailing in the country of final destination.
- 51.3. In order to assure that manufacturing defects shall be corrected by the Supplier, a warranty shall be required from the Supplier for a minimum period specified in the SCC. The obligation for the warranty shall be covered by, at the Supplier's option, either retention money in an amount equivalent to at least ten percent (10%) of the final payment, or a special bank guarantee equivalent to at least ten percent (10%) of the Contract Price or other such amount if so specified in the SCC. The said amounts shall only be released after the lapse of the warranty period specified in the SCC; provided, however, that the Supplies delivered are free from patent and latent defects and all the conditions imposed under this Contract have been fully met.
- 51.4. 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, within the period specified in the SCC and with all reasonable speed, repair or replace the defective Goods or parts thereof, without cost to the Procuring Entity.
- 51.5. If the Supplier, having been notified, fails to remedy the defect(s) within the period specified in GCC Clause 51.4, the Procuring Entity may proceed to take such remedial action as may be necessary, at the Supplier's risk and expense and without prejudice to any other rights which the Procuring Entity may have against the Supplier under the Contract and under the applicable law.

52. Delays in the Supplier's Performance

- 52.1. Delivery of the Goods and/or performance of Services shall be made by the Supplier in accordance with the time schedule prescribed by the Procuring Entity in Section VI. Schedule of Requirements.
- 52.2. If at any time during the performance of this Contract, the Supplier or its Subcontractor(s) should encounter conditions impeding timely delivery of the Goods and/or performance of Services, the Supplier shall promptly notify the Procuring Entity in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the Supplier's notice, and upon causes provided for under GCC Clause 56, the Procuring Entity shall evaluate the situation and may extend the Supplier's time for performance, in which case the extension shall be ratified by the parties by amendment of Contract.
- 52.3. Except as provided under GCC Clause 56, a delay by the Supplier in the performance of its obligations shall render the Supplier liable to the imposition of liquidated damages pursuant to GCC Clause 53, unless an extension of time is agreed upon pursuant to GCC Clause 63 without the application of liquidated damages.

53. Liquidated Damages

Subject to GCC Clauses 52 and 56, if the Supplier fails to satisfactorily deliver any or all of the Goods and/or to perform the Services within the period(s) specified in this Contract inclusive of



duly granted time extensions if any, the Procuring Entity shall, without prejudice to its other remedies under this Contract and under the applicable law, deduct from the Contract Price, as liquidated damages, the applicable rate of one tenth (1/10) of one (1) percent of the cost of the unperformed portion for every day of delay until actual delivery or performance. The maximum deduction shall be ten percent (10%) of the amount of contract. Once the maximum is reached, the Procuring Entity shall rescind the Contract pursuant to GCC Clause 57, without prejudice to other courses of action and remedies open to it.

54. Settlement of Disputes

- 54.1. If any dispute or difference of any kind whatsoever shall arise between the Procuring Entity and the Supplier in connection with or arising out of this Contract, the parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.
- 54.2. If after thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the Procuring Entity or the Supplier may give notice to the other party of its intention to commence arbitration, as hereinafter provided, as to the matter in dispute, and no arbitration in respect of this matter may be commenced unless such notice is given.
- 54.3. Any dispute or difference in respect of which a notice of intention to commence arbitration has been given in accordance with this Clause shall be settled by arbitration. Arbitration may be commenced prior to or after delivery of the Goods under this Contract.
- 54.4. In the case of a dispute between the Procuring Entity and the Supplier, the dispute shall be resolved in accordance with Republic Act 9285 ("R.A. 9285"), otherwise known as the "Alternative Dispute Resolution Act of 2004."
- 54.5. Notwithstanding any reference to arbitration herein, the parties shall continue to perform their respective obligations under the Contract unless they otherwise agree; and the Procuring Entity shall pay the Supplier any monies due the Supplier.

55. Liability of the Supplier

- 55.1. The Supplier's liability under this Contract shall be as provided by the laws of the Republic of the Philippines, subject to additional provisions, if any, set forth in the SCC.
- 55.2. Except in cases of criminal negligence or willful misconduct, and in the case of infringement of patent rights, if applicable, the aggregate liability of the Supplier to the Procuring Entity shall not exceed the total Contract Price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment.

56. Force Majeure

- 56.1. The Supplier shall not be liable for forfeiture of its performance security, liquidated damages, or termination for default if and to the extent that the Supplier's delay in performance or other failure to perform its obligations under the Contract is the result of a *force majeure*.
- 56.2. For purposes of this Contract the terms "*force majeure*" and "fortuitous event" may be used interchangeably. In this regard, a fortuitous event or *force majeure* shall be interpreted to mean an event which the Contractor could not have foreseen, or which though foreseen, was inevitable. It shall not include ordinary unfavorable weather conditions; and any other cause the effects of which could have been avoided with the exercise of reasonable diligence by the Contractor. Such events may include, but not

limited to, acts of the Procuring Entity in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.

- 56.3. If a *force majeure* situation arises, the Supplier shall promptly notify the Procuring Entity in writing of such condition and the cause thereof. Unless otherwise directed by the Procuring Entity in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the *force majeure*.

57. Termination for Default

- 57.1. The Procuring Entity shall terminate this Contract for default when any of the following conditions attends its implementation:

- (a) Outside of *force majeure*, the Supplier fails to deliver or perform any or all of the Goods within the period(s) specified in the contract, or within any extension thereof granted by the Procuring Entity pursuant to a request made by the Supplier prior to the delay, and such failure amounts to at least ten percent (10%) of the contract price;
- (b) As a result of *force majeure*, the Supplier is unable to deliver or perform any or all of the Goods, amounting to at least ten percent (10%) of the contract price, for a period of not less than sixty (60) calendar days after receipt of the notice from the Procuring Entity stating that the circumstance of *force majeure* is deemed to have ceased; or
- (c) The Supplier fails to perform any other obligation under the Contract.

- 57.2. In the event the Procuring Entity terminates this Contract in whole or in part, for any of the reasons provided under GCC Clauses 57 to 60, the Procuring Entity may procure, upon such terms and in such manner as it deems appropriate, Goods or Services similar to those undelivered, and the Supplier shall be liable to the Procuring Entity for any excess costs for such similar Goods or Services. However, the Supplier shall continue performance of this Contract to the extent not terminated.

- 57.3. In case the delay in the delivery of the Goods and/or performance of the Services exceeds a time duration equivalent to ten percent (10%) of the specified contract time plus any time extension duly granted to the Supplier, the Procuring Entity may terminate this Contract, forfeit the Supplier's performance security and award the same to a qualified Supplier.

58. Termination for Insolvency

The Procuring Entity shall terminate this Contract if the Supplier is declared bankrupt or insolvent as determined with finality by a court of competent jurisdiction. In this event, termination will be without compensation to the Supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the Procuring Entity and/or the Supplier.

59. Termination for Convenience

- 59.1. The Procuring Entity may terminate this Contract, in whole or in part, at any time for its convenience. The Head of the Procuring Entity may terminate a contract for the convenience of the Government if he has determined the existence of conditions that make Project Implementation economically, financially or technically impractical and/or unnecessary, such as, but not limited to, fortuitous event(s) or changes in law and national government policies.

59.2. The Goods that have been delivered and/or performed or are ready for delivery or performance within thirty (30) calendar days after the Supplier's receipt of Notice to Terminate shall be accepted by the Procuring Entity at the contract terms and prices. For Goods not yet performed and/or ready for delivery, the Procuring Entity may elect:

- (a) to have any portion delivered and/or performed and paid at the contract terms and prices; and/or
- (b) to cancel the remainder and pay to the Supplier an agreed amount for partially completed and/or performed goods and for materials and parts previously procured by the Supplier.

59.3. If the Supplier suffers loss in its initial performance of the terminated contract, such as purchase of raw materials for goods specially manufactured for the Procuring Entity which cannot be sold in open market, it shall be allowed to recover partially from this Contract, on a *quantum meruit* basis. Before recovery may be made, the fact of loss must be established under oath by the Supplier to the satisfaction of the Procuring Entity before recovery may be made.

#### 60. Termination for Unlawful Acts

60.1. The Procuring Entity may terminate this Contract in case it is determined *prima facie* that the Supplier has engaged, before or during the implementation of this Contract, in unlawful deeds and behaviors relative to contract acquisition and implementation. Unlawful acts include, but are not limited to, the following:

- (a) Corrupt, fraudulent, and coercive practices as defined in ITB Clause 3.1(a);
- (b) Drawing up or using forged documents;
- (c) Using adulterated materials, means or methods, or engaging in production contrary to rules of science or the trade; and
- (d) Any other act analogous to the foregoing.

#### 61. Procedures for Termination of Contracts

61.1. The following provisions shall govern the procedures for termination of this Contract:

- (a) Upon receipt of a written report of acts or causes which may constitute ground(s) for termination as aforementioned, or upon its own initiative, the Implementing Unit shall, within a period of seven (7) calendar days, verify the existence of such ground(s) and cause the execution of a Verified Report, with all relevant evidence attached;
- (b) Upon recommendation by the Implementing Unit, the Head of the Procuring Entity shall terminate this Contract only by a written notice to the Supplier conveying the termination of this Contract. The notice shall state:
  - (i) that this Contract is being terminated for any of the ground(s) aforementioned, and a statement of the acts that constitute the ground(s) constituting the same;
  - (ii) the extent of termination, whether in whole or in part;
  - (iii) an instruction to the Supplier to show cause as to why this Contract should not be terminated; and

*[Handwritten signature]*

*[Handwritten signatures and initials]*

(iv) special instructions of the Procuring Entity, if any.

- (c) The Notice to Terminate shall be accompanied by a copy of the Verified Report;
- (d) Within a period of seven (7) calendar days from receipt of the Notice of Termination, the Supplier shall submit to the Head of the Procuring Entity a verified position paper stating why this Contract should not be terminated. If the Supplier fails to show cause after the lapse of the seven (7) day period, either by inaction or by default, the Head of the Procuring Entity shall issue an order terminating this Contract;
- (e) The Procuring Entity may, at any time before receipt of the Supplier's verified position paper described in item (d) above withdraw the Notice to Terminate if it is determined that certain items or works subject of the notice had been completed, delivered, or performed before the Supplier's receipt of the notice;
- (f) Within a non-extendible period of ten (10) calendar days from receipt of the verified position paper, the Head of the Procuring Entity shall decide whether or not to terminate this Contract. It shall serve a written notice to the Supplier of its decision and, unless otherwise provided, this Contract is deemed terminated from receipt of the Supplier of the notice of decision. The termination shall only be based on the ground(s) stated in the Notice to Terminate;
- (g) The Head of the Procuring Entity may create a Contract Termination Review Committee (CTRC) to assist him in the discharge of this function. All decisions recommended by the CTRC shall be subject to the approval of the Head of the Procuring Entity, and
- (h) The Supplier must serve a written notice to the Procuring Entity of its intention to terminate the contract at least thirty (30) calendar days before its intended termination. The Contract is deemed terminated if it is not resumed in thirty (30) calendar days after the receipt of such notice by the Procuring Entity.

62. Assignment of Rights

The Supplier shall not assign his rights or obligations under this Contract, in whole or in part, except with the Procuring Entity's prior written consent.

63. Contract Amendment

Subject to applicable laws, no variation in or modification of the terms of this Contract shall be made except by written amendment signed by the parties.

64. Application

These General Conditions shall apply to the extent that they are not superseded by provisions of other parts of this Contract.

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## Section V. Special Conditions of Contract

GCC Clause	
1.1(g)	The Procuring Entity is <i>Philippine Health Insurance Corporation</i> .
1.1(h)	The Supplier is <i>[to be inserted at the time of contract award]</i> .
1.1(i)	The Funding Source is: Philippine Health Insurance Corporation Corporate Procurement Plan for 1 <sup>st</sup> Quarter of CY 2014: <b>ONE MILLION TWO HUNDRED SIXTY SEVEN THOUSAND ONE HUNDRED FIFTY EIGHT PESOS AND FIFTY NINE CENTAVOS (PhP1,267,158.59) ONLY</b> for the <b>PROCUREMENT OF ONE (1) LOT SUPPLY AND INSTALLATION OF MATERIALS FOR IMPROVEMENT OF CORPORATE ACTION CENTER</b> .
1.1(k)	The Project Site is <i>at PhilHealth Head Office Room 706 and 707, 7<sup>th</sup> Floor Citystate Centre 709 Shaw Blvd., Brgy. Oranbo, Pasig City</i>
5.1	The Procuring Entity's address for Notices is: <i>SVP MELINDA C. MERCADO, Chief Management Executive, Chairperson for BAC – Goods and Services, Room 1002, 10<sup>th</sup> Floor CityState Centre, 709 Shaw Boulevard, Pasig City</i>
6.2	<p>Delivery of the Goods and Services shall be made by the Supplier in accordance with the terms specified in Section VI.</p> <p><b>Delivery and Documents –</b></p> <p>The Delivery terms of this Contract shall be as follows:</p> <p><b>The Supply and Installation of One (1) Lot Labor and Materials for the Improvement of Corporate Action Center</b> shall be delivered to the PhilHealth Head Office Room 1503 15<sup>th</sup> Floor Citystate Centre 709 Shaw Blvd., Brgy. Oranbo, Pasig City. Risk and title will pass from the Supplier to PhilHealth upon receipt and final acceptance of the Goods at their final destination.”</p> <p>Delivery of the Goods and Services shall be made by the Supplier in accordance with the terms specified in Section VI. Schedule of Requirements. The details of shipping and/or other documents to be furnished by the Supplier are as follows:</p> <p>Upon delivery of the Goods and Services to the Project Site, the Supplier shall notify PhilHealth and present the following documents to PhilHealth:</p> <ul style="list-style-type: none"> <li>(i) Original and four copies of the Supplier's invoice showing Goods' description, quantity, unit price, and total amount;</li> <li>(ii) Original and four copies delivery receipt/note, railway receipt, or truck receipt;</li> <li>(iii) Original Supplier's factory inspection report;</li> <li>(iv) Original and four copies of the Manufacturer's and/or Supplier's warranty certificate;</li> <li>(v) Original and four copies of the certificate of origin (for imported Goods);</li> <li>(vi) Delivery receipt detailing number and description of items received signed by the authorized receiving personnel;</li> <li>(vii) Certificate of Acceptance/Inspection Report signed by the Procuring Entity's representative at the Project Site; and</li> <li>(viii) Four copies of the Invoice Receipt for Property signed by the Procuring Entity's representative at the Project Site.</li> </ul> <p><b>Packaging –</b></p> <p>The Winning Bidder 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</p>

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	<p>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.</p> <p>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 PhilHealth.</p> <p>The outer packaging must be clearly marked on at least four (4) sides as follows:</p> <p>Name of the Procuring Entity</p> <p>Name of the Supplier</p> <p>Contract Description</p> <p>Final Destination</p> <p>Gross weight</p> <p>Any special lifting instructions</p> <p>Any special handling instructions</p> <p>Any relevant HAZCHEM classifications</p> <p>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.</p> <p>Insurance –</p> <p>The Goods supplied under this Contract shall be fully insured by the Winning Bidder in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage, and delivery. The Goods remain at the risk and title of the Winning Bidder until their final acceptance by the PhilHealth.</p> <p>Transportation –</p> <p>PhilHealth accepts no liability for the damage of Goods during transit. 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 PhilHealth until their receipt and final acceptance at the final destination.</p> <p>Patent Rights –</p> <p>The Winning Bidder shall indemnify the PhilHealth against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the Goods or any part thereof.</p>
10.2	NO FURTHER INSTRUCTIONS
10.4	NO FURTHER INSTRUCTIONS
13.4(c)	NO FURTHER INSTRUCTIONS
16.1	The inspections/tests that will be conducted are: PhilHealth technical personnel must review the testing conducted by the bidder based on the test and actual results submitted. All deliverables mentioned above should be checked by PHILHEALTH and if found to have deficiencies shall be complied by the bidder before the final acceptance and turnover of the project.
17.3	All construction works and furnitures shall be provided with one (1) year warranty against defects on materials and workmanship. During this period, the winning bidder shall correct any such defect.

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17.4	In case of defects in the work and/or fixtures delivered by the winning bidder, PhilHealth has the right to return and demand replacement of the defective work and/or fixtures at the expense of the winning bidder. Replacement of the items shall be made within fifteen (15) days "free of charge" upon notice.
21.1	NO ADDITIONAL PROVISION

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Chris

15 Jan 18  
- [Signature]



Republic of the Philippines  
**PHILIPPINE HEALTH INSURANCE CORPORATION**

Citystate Centre Building, 709 Shaw Boulevard, Pasig City  
Healthline 441-7444 [www.phhealth.gov.ph](http://www.phhealth.gov.ph)



**BID BULLETIN NO. 01**  
**(ITB NO. ICAC 2014-004-GS)**

**BIDDING FOR THE PROCUREMENT OF THE SUPPLY AND INSTALLATION  
OF ONE (1) LOT LABOR AND MATERIALS FOR IMPROVEMENT OF  
CORPORATE ACTION CENTER**

In accordance with Republic Act 9184 (RA 9184), the result of the Pre-bid Conference held on April 8, 2014 is hereby issued. The following provisions or item/s in the *Bidding for the Procurement of the Supply and Installation of One (1) Lot Labor and Materials for Improvement of Corporate Action Center (ITB No. ICAC 2014-004-GS)* are hereby clarified, viz:

Section VII. Technical Specifications		Section VII. Technical Specifications	
Procurement of Supply and Installation of One (1) Lot Materials for Improvement of Corporate Action Center	Statement of Compliance*	Procurement of Supply and Installation of One (1) Lot Materials for Improvement of Corporate Action Center	Statement of Compliance*
<p><b>I. SCOPE OF WORK:</b></p> <p>The work to be done consists of furnishing all materials, tools, equipment and labor including office furniture and other necessary services and supplies for the satisfactory completion of the project in accordance with the approved drawings and material specifications.</p> <p>1. Call Center Cubicles, (Pages 2 to 4 of Technical Drawing)</p> <p>1.1 Existing cubicles located at Room 1403 may also be used as reference for constructing cubicles as an added reference to the approved detailed drawings and material specification.</p> <p>1.2 Install 2-gang convenience outlet including its complete accessories per cubicle using 3.5mm<sup>2</sup> THW/THHN wire.</p> <p>1.3 Install IP Port (outlet) with stand-by plastic conduit (cables are to be supplied by other Supplier).</p> <p>1.4 Supply and install framed cork board 400mm x 300mm H per cubicle.</p>	<p>COMPLY</p>	<p><b>I. SCOPE OF WORK:</b></p> <p>The work to be done consists of furnishing all materials, tools, equipment and labor including office furniture and other necessary services and supplies for the satisfactory completion of the project in accordance with the approved drawings and material specifications.</p> <p>1. Call Center Cubicles, (Pages 2 to 4 of Technical Drawing)</p> <p>1.1 Existing cubicles located at Rm. 706 may also be used as reference for constructing cubicles as an added reference to the approved detailed drawings and material specification.</p> <p>1.2 Install 2-gang convenience outlet including its complete accessories per cubicle using 3.5mm<sup>2</sup> THW/THHN wire.</p> <p>1.3 Install IP Port (outlet) with stand-by plastic conduit (cables are to be supplied by other Supplier).</p> <p>1.4 Supply and install framed cork board 400mm W x 300mm H per cubicles.</p>	<p>COMPLY</p>

- 1.5 Supply 1-unit mobile cabinet per cubicle with the following specification:
  - a. Made of cold roll steel sheets, powder coated oven baked finish, color light gray, three drawer pull-out with central locking system twin, with nylon casters. Size: W400mm x D560mm x H650mm.
2. Reception Table, (Pages 5 to 7 of Technical Drawing)
  - 2.1 Construct detachable Reception Table using 12mmØ bolts and nuts. All other details shall be in accordance to the approved drawing and specification.
3. Back Wall, (Page 7 and 8 of Technical Drawing)
  - 3.1 Supply and install large format sticker to be applied on back wall. Design of sticker will be provided by the End-User.
4. Drawer Cabinet, (Pages 9 to 10 of Technical Drawing)
  - 4.1 Construct file shelving in accordance to the approved drawing and specification.
5. File Shelving, (Page 11 of Technical Drawing)
  - 5.1 Construct file shelving in accordance to the approved drawing and specification.
6. 1.5m. Ht. Partition, (Page 1 of Technical Drawing)
  - 6.1 Construct double 3" thk wall partition using 1/4" plywood in accordance to the approved floor lay-out.
  - 6.2 Apply at least three (3) coating of paint finishes.

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1.5 All exposed edges of partition panels and dividers (metal cap) shall be finished with powder coated Aluminum of minimum 1mm thickness.

1.6 Supply 1-unit mobile cabinet per cubicle with the following specification:

a.1 Made of cold roll steel sheets, powder coated oven baked finish, color light gray, three drawer pull-out with central locking system twin, with nylon casters. Size: W400mm x D560mm x H650mm.

2. Reception Table, (Pages 5 to 7 of Technical Drawing)

2.1 Construct detachable Reception Table using 12mmØ bolts and nuts. All other details shall be in accordance to the approved drawing and specification.

3. Back Wall, (Page 7 and 8 of Technical Drawing)

3.1 Supply and install large format sticker to be applied on back wall. Design of sticker will be provided by the End User.

4. Drawer Cabinet, (Pages 9 to 10 of Technical Drawing)

4.1 Construct drawer cabinet in accordance to the approved drawing and specification.

5. File Shelving, (Page 11 of Technical Drawing)

5.1 Construct file shelving in accordance to the approved drawing and specification.

6. 1.5m. Ht. Partition, (Page 1 of Technical Drawing)

6.1 Construct double 3" thk wall partition using 1/4" plywood in accordance to the approved floor lay-out.

6.2 Apply at least three (3) coating of paints finishes.

COMPLY  
COMPLY

Handwritten marks and signatures on the right margin, including a large '9' and a signature.

7. Supply of Office Furniture,  
(Pages 12 to 13 of Technical  
Drawing)

- 7.1 One (1) unit of ~~4~~  
~~Seater Gang Chair~~ with  
the following  
specifications:  
Gang chair using at  
least 1.50mm.  
thickness stainless  
steel, with arm rest and  
perforated back rest,  
2.0mm thick  
connectors, supported  
with at least 80mm. x  
40mm. x 2.0mm. thick  
rectangular powder  
coated tube beam.

8. Lighting Fixtures, (Page 13 of  
Technical Drawing)

- 8.1 Supply and install at  
least 18 sets of 40W  
Fluorescent Lights with  
diffusers in accordance  
to the electrical layout.  
8.2 Installation of  
necessary electrical  
wires and switch/es.

II. MISCELLANEOUS WORKS

1. Cover/protect all existing  
properties in the area before  
commencement of actual  
improvement activities.
2. Restore/replace all damaged  
items such as ceilings, walls,  
floors, windows, etc. affected  
by construction activities.
3. Clean-up rooms (project-site)  
after a day-to-day work  
activity. Excess construction  
materials and other related  
construction debris shall be  
moved to Basement 2 or in  
any location identified by  
Engineering Office within the  
building premises.
4. Coordinate with Engineering  
Office for all work related  
activities to avoid delay of the  
completion of the project.

III. PAYMENT

Payment shall be done after complete  
delivery and acceptance of service  
rendered and upon submission of the  
following documents:

1. Perfected Contract;
2. Delivery Receipts and Sales  
Invoice;
3. Inspection Report; and
4. Certificate of Acceptance.

7. Supply of Office Furniture,  
(Page 12 to 13 of Technical Drawing)

- 7.1 One (1) - unit of ~~4~~  
~~Seater Gang Chair~~ with the following  
specifications:  
Gang chair using at least  
1.50mm. thickness  
stainless steel, with arm  
rest and perforated back  
rest, 2.0mm thick  
connectors, supported  
with at least 80mm. x  
40mm. x 2.0mm. thick  
rectangular powder  
coated tube beam.

7.2 Five (5) - unit of Office  
Desk with the following  
specifications:

- a.1 Main desk "L-  
Design" at least  
25mm. thick HDF  
board with light  
gray HPL finish,  
post formed front  
with dark gray  
PVC/rubber edge  
sidings and  
grommet, panel  
legs with adjustable  
glider footings and  
20mm. thick  
modesty panel.  
Size: 1200mm.W x  
600mm.D x  
750mm.HL

- a.2 Side table: Attached  
to main table using  
25mm. thick HDF  
board with HPL  
finish in light gray  
finish, with three  
(3) side drawers  
with overall  
dimension of  
400mm.Hx300mm  
W, post formed  
front and back with  
dark gray  
PVC/rubber edge  
sidings, panel leg  
with adjustable  
glider footings and  
20mm. thick  
modesty panel.  
Size: 900mm.W x  
450mm.D x  
750mm.HL

- a.3 Mobile Pedestal: Made  
of gauge No. 20 cold  
rolled steel sheets,  
powder-coated finish,  
color light gray, three  
drawer pull-out with  
replaceable central  
locking system, base  
shall have anti-tip  
supports (front and  
back), with nylon  
casters.  
Size: W400mm X  
D600mm H1000mm

COMPLY  
COMPLY

COMPL  
COMPL

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IV. WARRANTY

All construction works and furnitures shall be provided with at least one (1) year warranty against defects on materials and workmanship. During this period, the winning bidder shall correct any such defect.

COMPLY  
COMPLY

8. Lighting Fixtures, (Pages 13 to 13 of Technical Drawing)

8.1 Supply and install at least 18 sets of 40W Fluorescent Lights with similar brand with casing using Dust Proof-Surface Type diffusers,

in accordance to the electrical layout.

8.2 Installation of necessary electrical wires and switch/es

COMPLY

II. MISCELLANEOUS WORKS

1. Cover/protect all existing properties in the area before commencement of actual improvement activities.

2. Restore/replace all damaged items such as ceilings, walls, floors, windows, etc affected by construction activities.

3. Clean-up Rooms (project site) after a day-to-day work activity. Excess construction materials and other related construction debris shall be moved to Basement 2 or in any location identified by Engineering Office within the building premises.

COMPLY

4. Coordinate with Engineering Office for all work related activities to avoid delay of the completion of the project.

III. COMPLETION PERIOD

The project must be completed and turned-over to PhilHealth within Thirty Calendar Days (30) calendar days after receipt of Notice to Proceed (NTP).

IV. PAYMENT

Payment shall be done after complete delivery and acceptance of service rendered and upon submission of the following documents:

1. Perfected Contract/Purchase Order
2. Delivery Receipt and Sales Invoice
3. Inspection Report
4. Certificate of Acceptance

V. WARRANTY

All construction works and furniture shall be provided with at least one (1) year warranty against defects on materials and workmanship. During this

per;

2	The bidder with the Lowest Calculated Bid (LCB) may submit its 2012 or 2013 Annual Income Tax Return (TIR) stamped "received" by the BIR and duly validated.
3	For the revised Technical Specifications (Section VII) of the bidding documents, please see attached Annex "A" of this Bid Bulletin. This shall be included in the eligibility and technical submissions in lieu of the original Technical Specifications attached to the purchased bidding documents.
4	The column "Cost Per Item" in the Bid Form of the Bidding documents is not applicable for this procurement project and shall be disregarded.
5	Anything relating to "supply and installation" shall mean "supply and installation of goods and services."
6	The project shall be renamed to "Supply and Installation of One (1) Lot Materials for Improvement of Corporate Action Center"
7	For further inquiries relative to this project, the winning bidder may coordinate with Engr. Rouselle R. Tang, Administrative Officer II, Physical Resources and Infrastructure Department at Telephone Number 441-7444 local 7507).

The deadline for submission of bid proposals will be on April 22, 2014, 10:30 A.M.. Likewise, Opening of Bids will be conducted on the said date and time.

Those bidders who obtained the bidding documents for this project and would not submit their respective bid proposals on April 22, 2014 must submit a letter of non-participation stating their reasons to the Office of the Secretariat for the Bids and Awards Committees. The letter of non-participation must be submitted to SBAC on or before 5:00 p.m. of April 22, 2014.

Issued this 10<sup>th</sup> day of April 2014.

  
SVP MELINDA C. MERCADO  
Chairperson

  
VP ATTY. GERMAIN G. LIM  
Vice-Chairperson

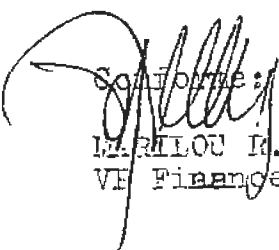
  
VP GREGORIO C. RULLODA  
Member

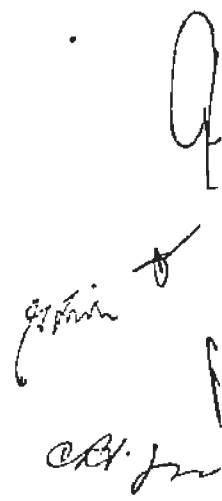
SM ISRAEL FRANCIS A. PARGAS, MD  
Member

  
SM NARISA PORTIA J. SUGAY, MD  
Member

SM CHONA S. YAP  
Member

SM MARIO S. MATANGUTHAN  
Member/End-user

  
MARILOU M. QUIROZ  
VP Finance & Mktg



Section VII. Technical Specifications

Statement of Compliance	
<p>* Statement of Compliance- 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. A statement either in the Bidders 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 provisions of ITB Clause Error! Reference source not found. and/or GCC Clause Error! Reference source not found.</p>	
Procurement of Supply and Installation of One (1) Lot Labor and Materials for Improvement of Corporate Action Center	Statement of Compliance
<p>I. SCOPE OF WORK:</p> <p>The work to be done consists of furnishing all materials, tools, equipment and labor including office furniture and other necessary services and supplies for the satisfactory completion of the project in accordance with the approved drawings and material specifications.</p> <p>1. Call Center Cubicles, (Pages 2 to 4 of Technical Drawing)</p> <p>1.1 Existing cubicles located at Rm 706 may also be used as reference for constructing cubicles as an added reference to the approved detailed drawings and material specification.</p> <p>1.2 Install 2-gang convenience outlet including its complete accessories per cubicle using 3.5mm<sup>2</sup> THW/THHN wire.</p> <p>1.3 Install IP Port (outlet) with stand-by plastic conduit (cables are to be supplied by other Supplier).</p> <p>1.4 Supply and install framed cork board 400mm.Wx300mm.H per cubicles.</p> <p>1.5 All exposed edges of partition panels and dividers (metal cap) shall be finished with powder coated Aluminum of minimum 1mm thickness.</p> <p>1.6 Supply 1-unit mobile cabinet per cubicle with the following specification:</p> <p>a.1 Made of cold roll steel sheets, powder coated oven baked finish, color light gray, three drawer pull-out with central locking system twin, with nylon casters. Size: W400mm X D560mm x H650mm.</p> <p>2. Reception Table, (Pages 5 to 7 of Technical Drawing)</p> <p>2.1 Construct detachable Reception Table using 12mmØ bolts and nuts. All other details shall be in accordance to the approved drawing and specification.</p>	<p>COMPLY</p> <p>COMPLY</p> <p><i>[Handwritten signatures and initials]</i></p>

3. **Back Wall, (Page 7 and 8 of Technical Drawing)**
  - 3.1 Supply and install large format sticker to be applied on back wall. Design of sticker will be provided by the End User.
4. **Drawer Cabinet, (Pages 9 to 10 of Technical Drawing)**
  - 4.1 Construct drawer cabinet in accordance to the approved drawing and specification.
5. **File Shelving, (Page 11 of Technical Drawing)**
  - 5.1 Construct file shelving in accordance to the approved drawing and specification.
6. **1.5m. Ht. Partition, (Page 1 of Technical Drawing)**
  - 6.1 Construct double 3" thk. wall partition using 1/4" plywood in accordance to the approved floor lay-out.
  - 6.2 Apply at least three (3) coating of paints finishes.
7. **Supply of Office Furniture, (Pages 12 to 13 of Technical Drawing)**
  - 7.1 One (1) - unit of 4-Seater Gang Chair with the following specifications:

Gang chair using at least 1.50mm. thickness stainless steel, with arm rest and perforated back rest, 2.0mm thick connectors, supported with at least 80mm. x 40mm. x 2.0mm. thick rectangular powder coated tube beam.
  - 7.2 Five (5) - unit of Office Desk with the following specifications:
    - a.1 **Main desk:** "L-Design" at least 25mm. thick HDF board with light gray HPL finish, post formed front with dark gray PVC/rubber edge sidings and grommet, panel legs with adjustable glider footings and 20mm. thick modesty panel.  
Size: 1200mm.W x 600mm.D x 750mm.H.
    - a.2 **Side table:** Attached to main table using 25mm. thick HDF board with HPL finish in light gray finish, with three (3) side drawers with overall dimension of 400mm.Hx300mm.W, post formed front and back with dark gray PVC/rubber edge sidings, panel leg with adjustable glider footings and 20mm. thick modesty panel.  
Size: 900mm.W x 450mm.D x 750mm.H.
    - a.3 **Mobile Pedestal:** Made of gauge No. 20 cold rolled steel sheets, powder-coated finish, color light gray, three drawer pull-out with replaceable central locking system, base shall have anti-tip supports (front and back), with nylon casters.  
Size: W400mm X D560mm x H650mm.

COMPLY  
COMPLY

*[Handwritten signature]*  
*[Handwritten signature]*  
*[Handwritten signature]*



8. Lighting fixtures, (Page 13 to 18 of Technical Drawing)
- 8.1 Supply and install at least 18 sets of 40W Fluorescent Lights with similar brand with casing using Dust Proof-Surface Type diffusers, [REDACTED] in accordance to the electrical layout.
- 8.2 Installation of necessary electrical wires and switch/es [REDACTED]

## II. MISCELLANEOUS WORKS

1. Cover/protect all existing properties in the area before commencement of actual improvement activities.
2. Restore/replace all damaged items such as ceilings, walls, floors, windows, etc. affected by construction activities.
3. Clean-up Rooms (project site) after a day-to-day work activity. Excess construction materials and other related construction debris shall be moved to Basement 2 or in any location identified by Engineering Office within the building premises
4. Coordinate with Engineering Office for all work related activities to avoid delay of the completion of the project.

## III. COMPLETION PERIOD

The project must be completed and turned-over to PhilHealth within Thirty Calendar Days (30) calendar days after receipt of Notice to Proceed (NTP).

## IV. PAYMENT

Payment shall be done after complete delivery and acceptance of service rendered and upon submission of the following documents:

1. Perfected Contract/Purchase Order
2. Delivery Receipt and Sales Invoice
3. Inspection Report
4. Certificate of Acceptance

## V. WARRANTY

All construction works and furniture shall be provided with at least one (1) year warranty against defects on materials and workmanship. During this period, the Contractor shall correct any such defect.

COMPLY

I hereby certify to comply with all the above Technical Specifications

NZR BUILDERS

Name of Company/Bidder

MARILYN R. QUIROZ

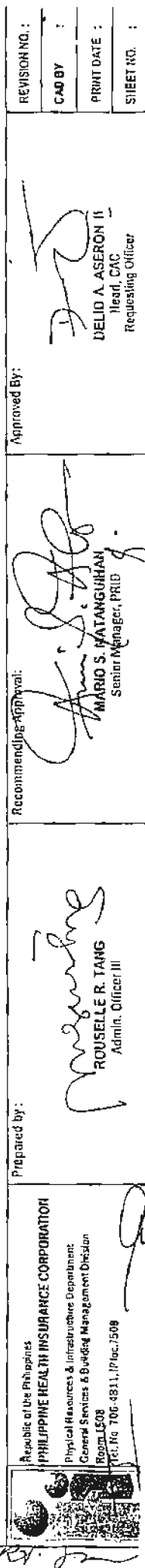
Signature over Printed Name of Representative

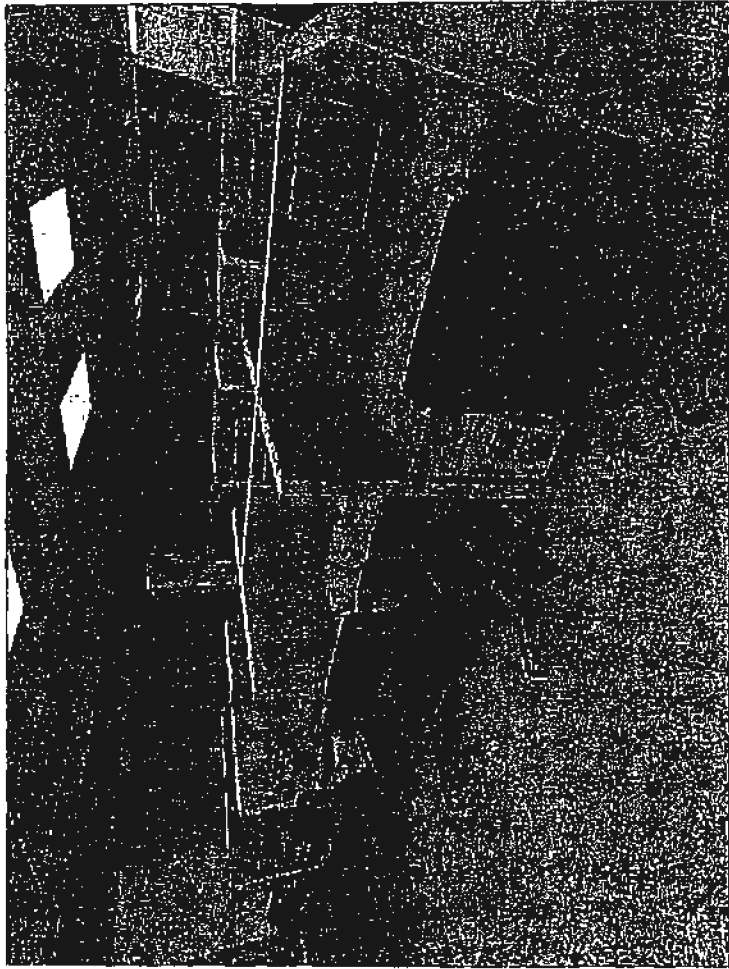
APRIL 22, 2014

Date

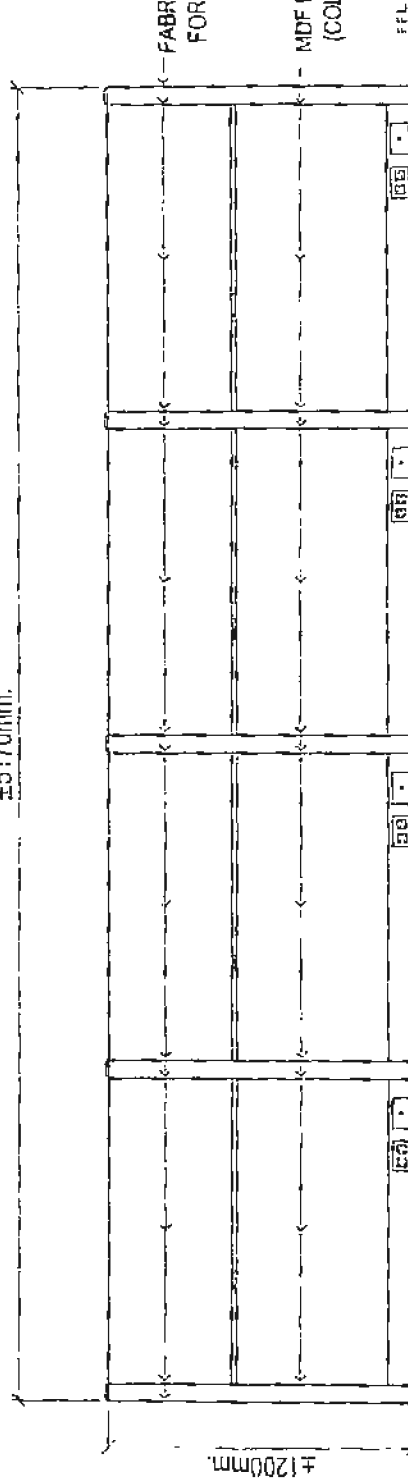
**SCOPE OF WORKS**  
The work to be done consists of furnishing all furniture, materials, tools, equipment and labor and performing all operations necessary for the satisfactory completion of the project including but not limited to supply of tables, carpentry works, electrical works, painting/ finishing works and other related activities in accordance with the approved Terms of Reference, drawings and material specifications.

- PROPOSED IMPROVEMENT OF CORPORATE ACTION  
CENTER LOCATED @ ROOM 706 & 707





±5170mm.



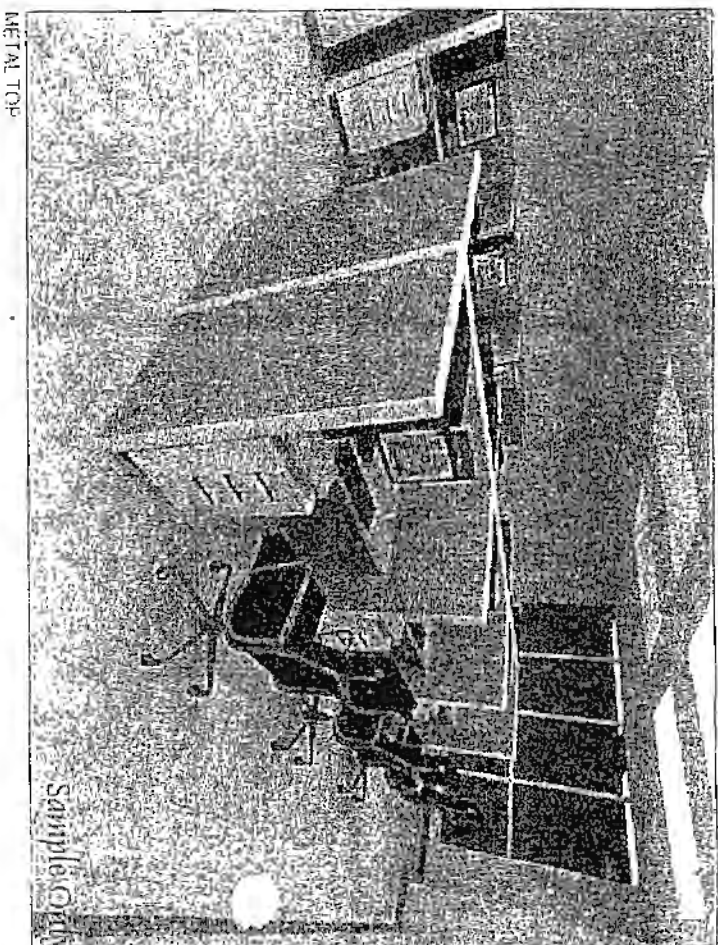
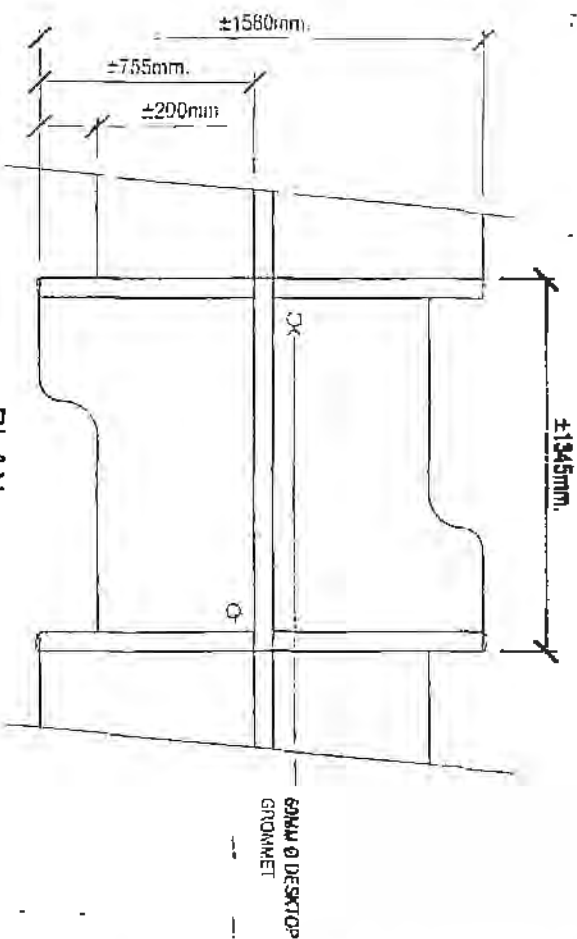
# TYPICAL CALL CENTER CUBICLE (ISLAND TYPE)

SCALE

NTS

REVISION NO. :	
CAD BY :	
PRINT DATE :	
SHEET NO. :	

*Handwritten signatures and initials:*  
 [Signature]  
 [Initials]  
 [Signature]  
 [Initials]



METAL TOP

**DOUBLE WALL PARTITION**

- USING 1/4" THK. MDF BOARD ON WOOD FRAME.
- COLLAPSIBLE USING SCREW AND/OR BOLTS & NUTS.
- FABRIC FINISH (COLOR FOR APPROVAL)

**WORKING SURFACE**

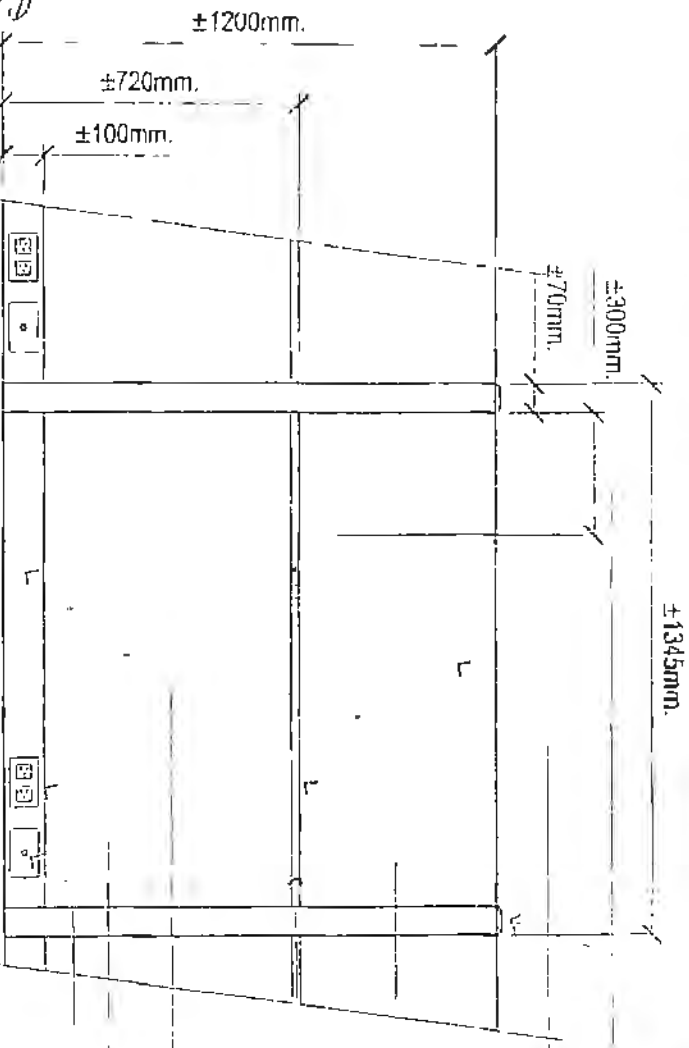
- USING 25MM THK. PARTICLE BOARD W/ GROMMET.
- MELAMINE BOARD BOTH FACE

**PLASTIC EDGING**

- INSTALL PLASTIC LAMINATE EDGING ON DESK
- SIMILAR COLOR WITH WORKING SURFACE COLOR

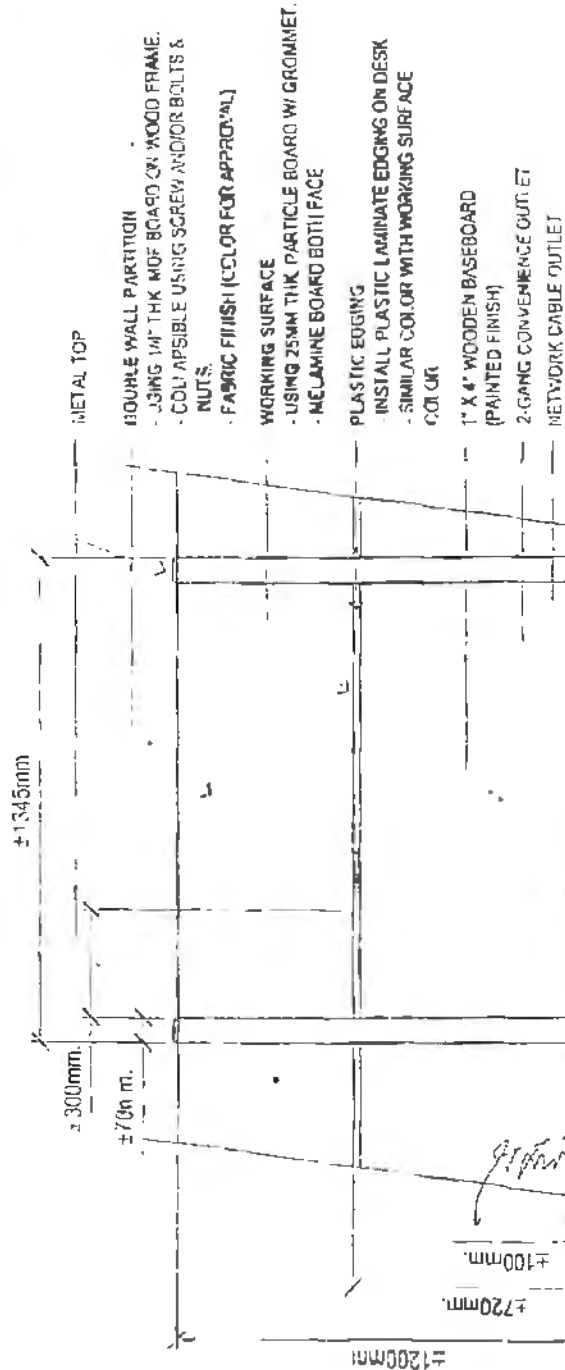
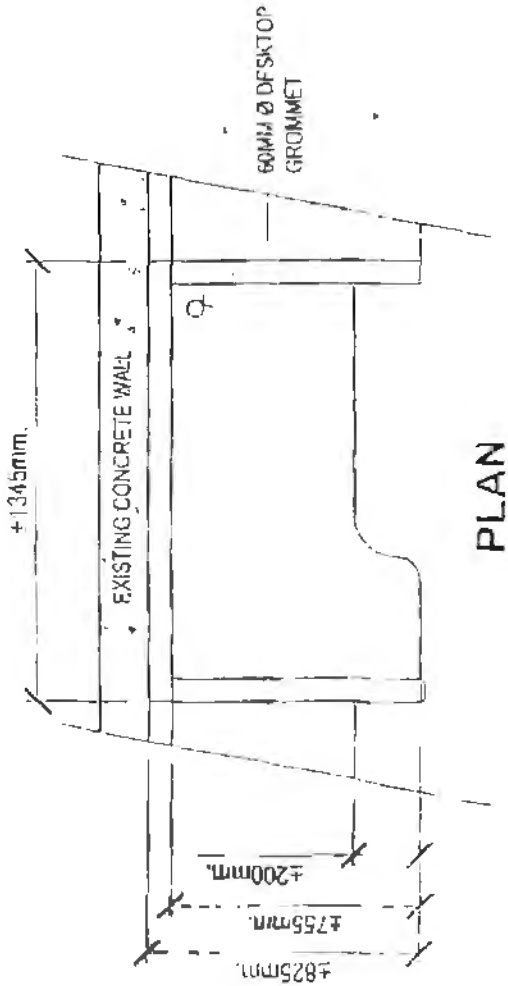
- 1" X 4" WOODEN BASEBOARD (PAINTED FINISH)

- 2-GANG CONVENIENCE OUTLET NETWORK CABLE OUTLET

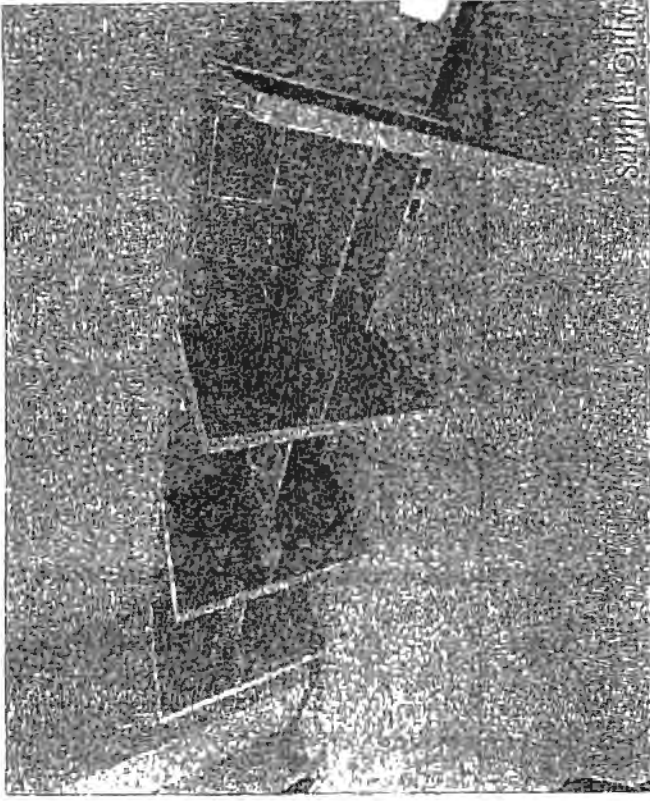


**DETAIL OF CALL CENTER CUBICLE (ISLAND TYPE)**

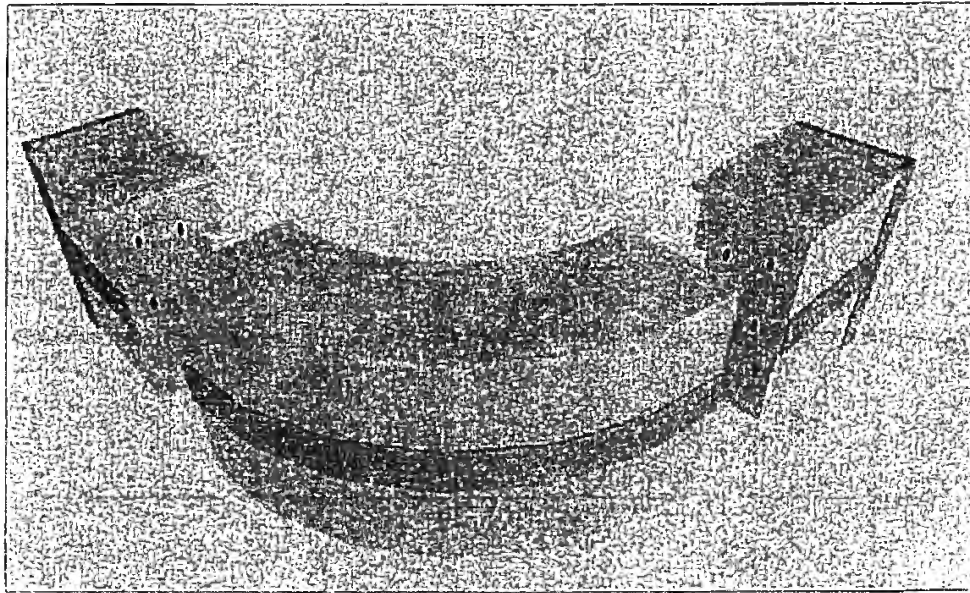
REVISION NO. :	
CAD BY :	
PRINT DATE :	
SHEET NO. :	



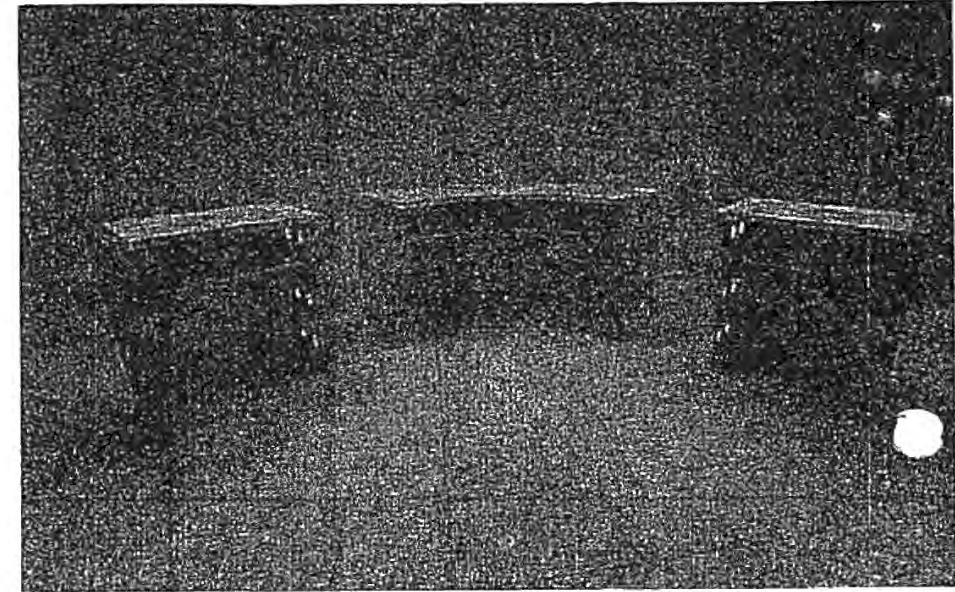
# TYPICAL CALL CENTER (WALL TYPE) SCALE NTS



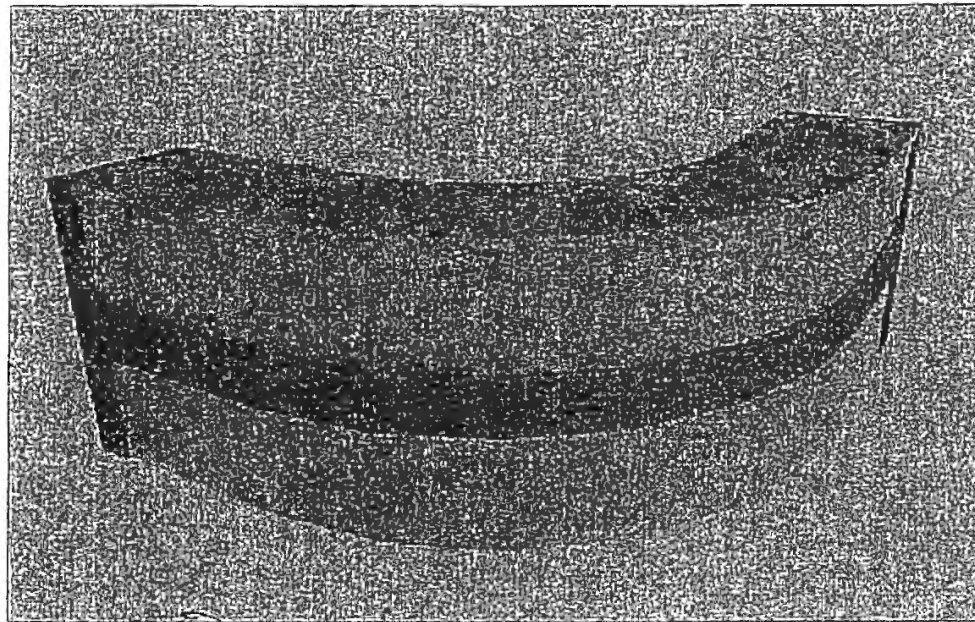
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DRAWN BY :	
PRINT DATE :	
SHEET NO. :	1



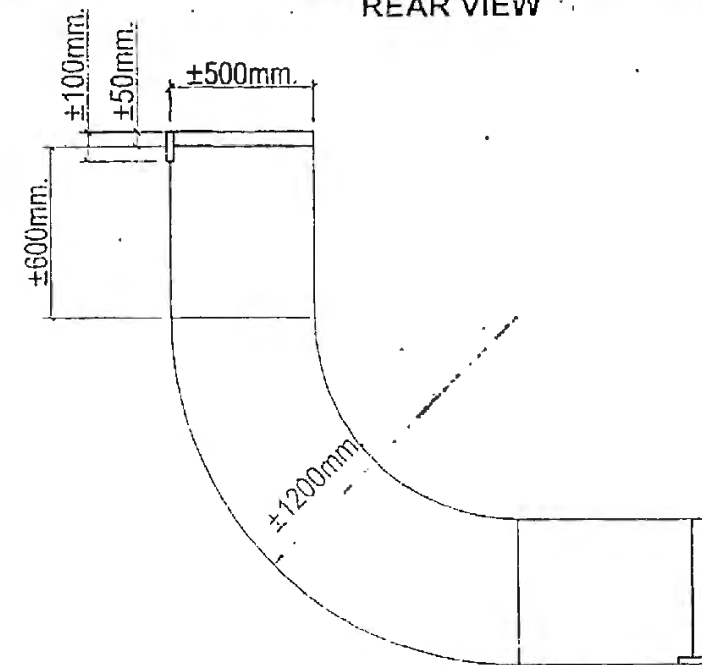
DETACHED THREE INDIVIDUAL COUNTERS



REAR VIEW



FRONT VIEW

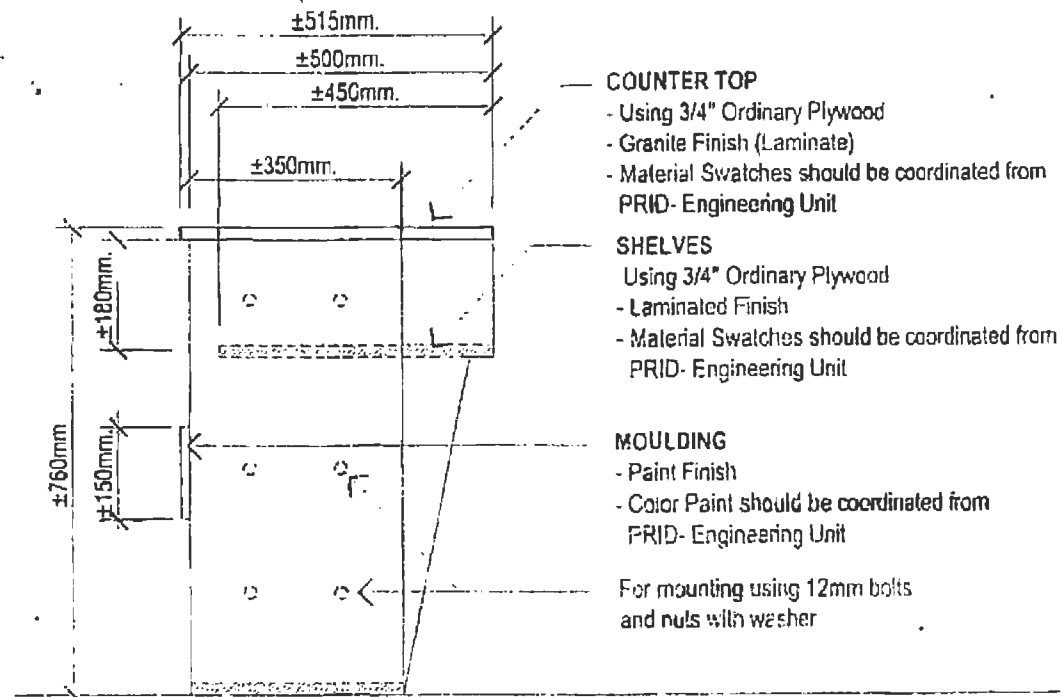


PLAN

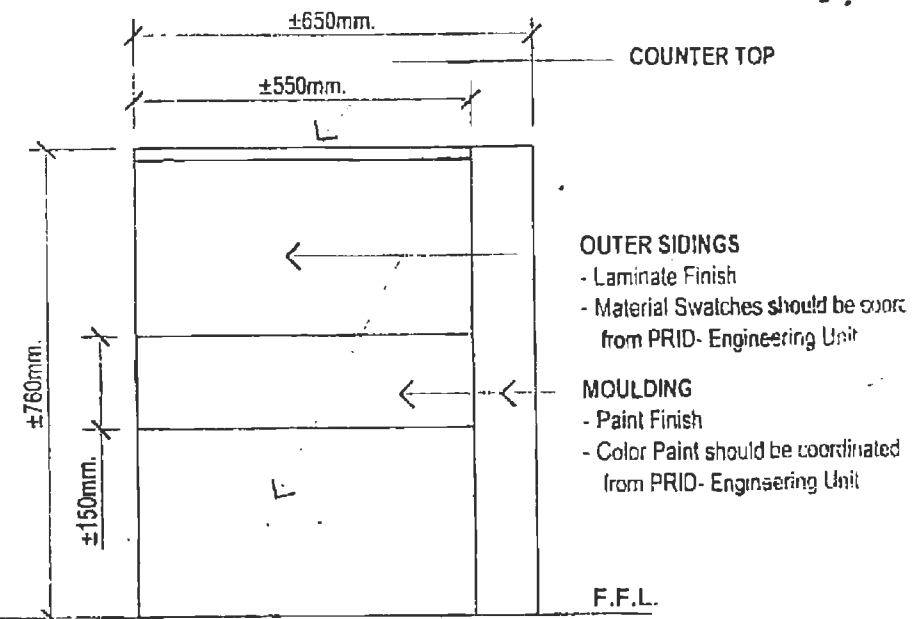
RECEPTION COUNTER  
SCALE NTS

REVISION NO. :	
CAD BY :	
PRINT DATE :	
SHEET NO :	





**SIDE VIEW**

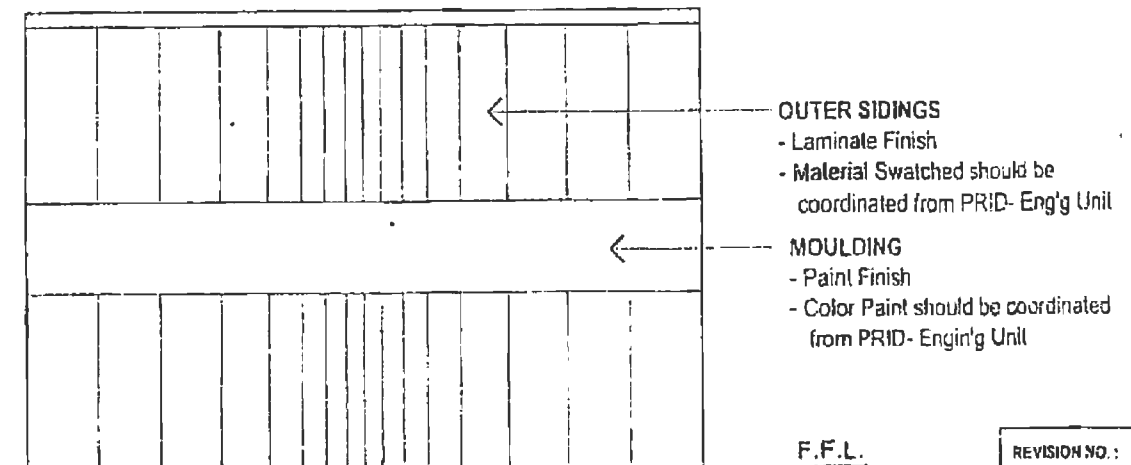


**FRONT VIEW**

## DETAIL OF RECEPTION COUNTER

SCALE

NTS

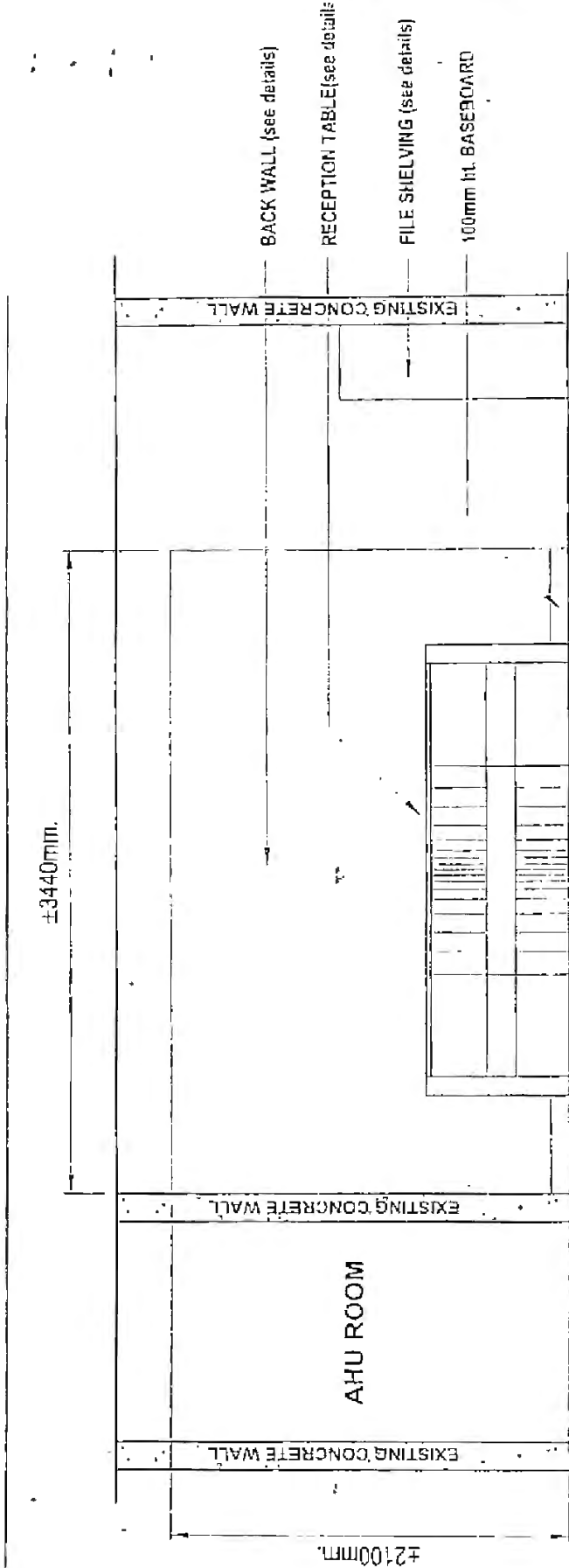


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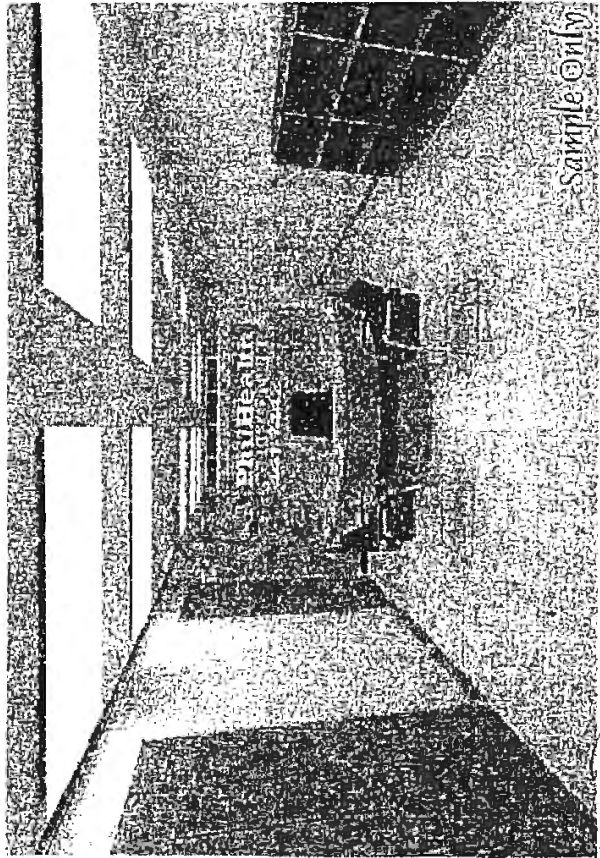
CAD BY :

PRINT DATE :

SHEET NO. :



ELEVATION @ SECTION A

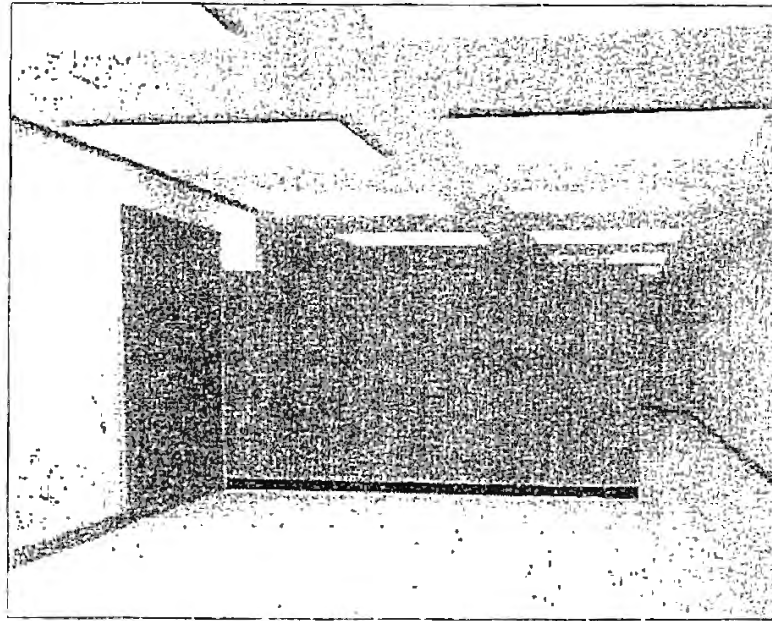


PERSPECTIVE PLAN

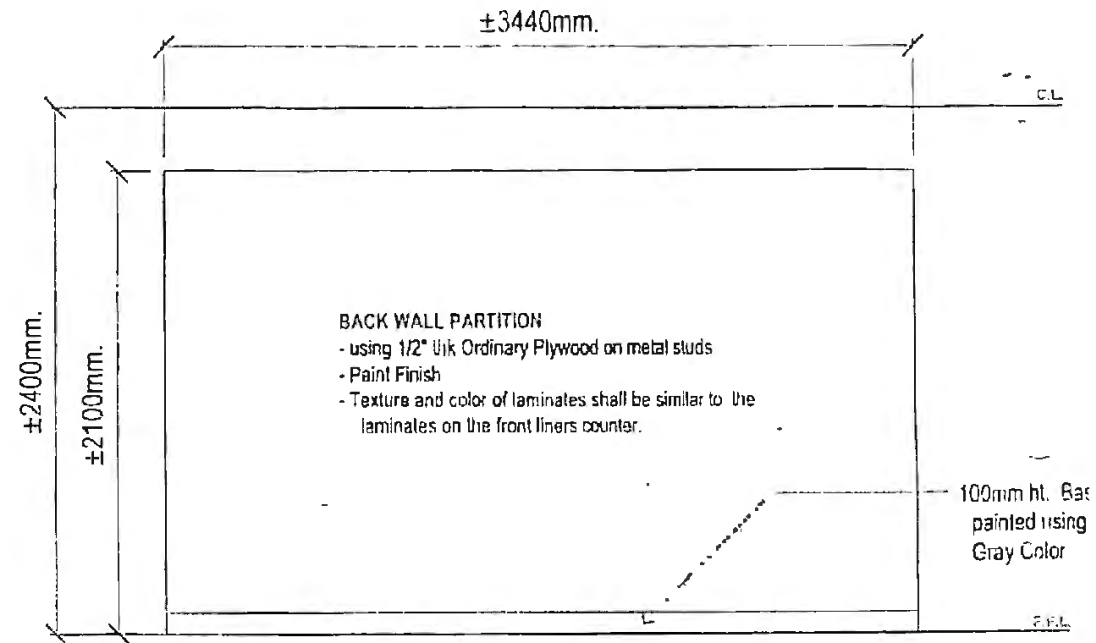
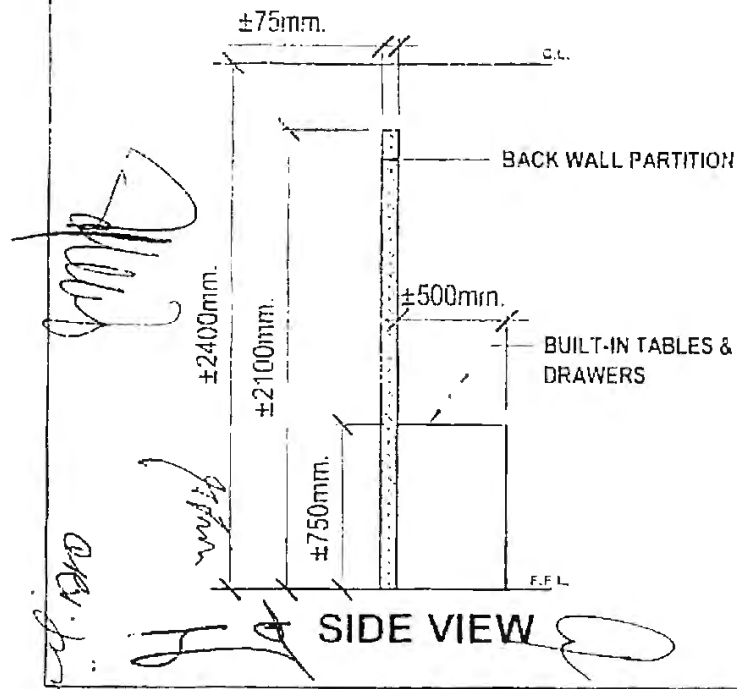
ROOM 707  
SCALE NTS

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CAD BY :	
PRINT DATE :	
SHEET NO. :	

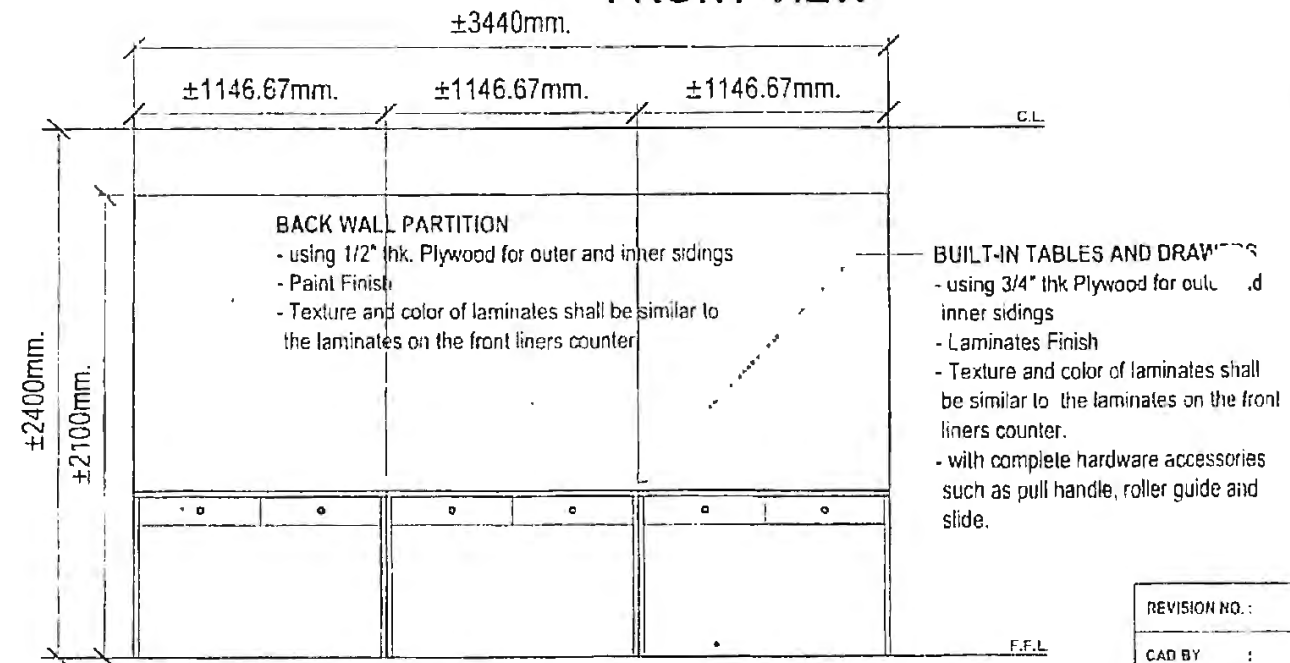




BackWall Partition  
ELEVATION PLAN  
SCALE: N T S

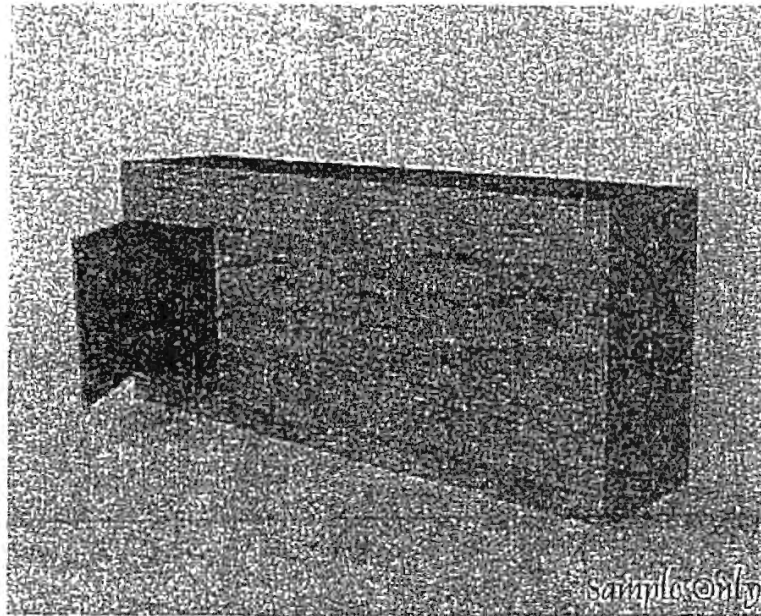


FRONT VIEW

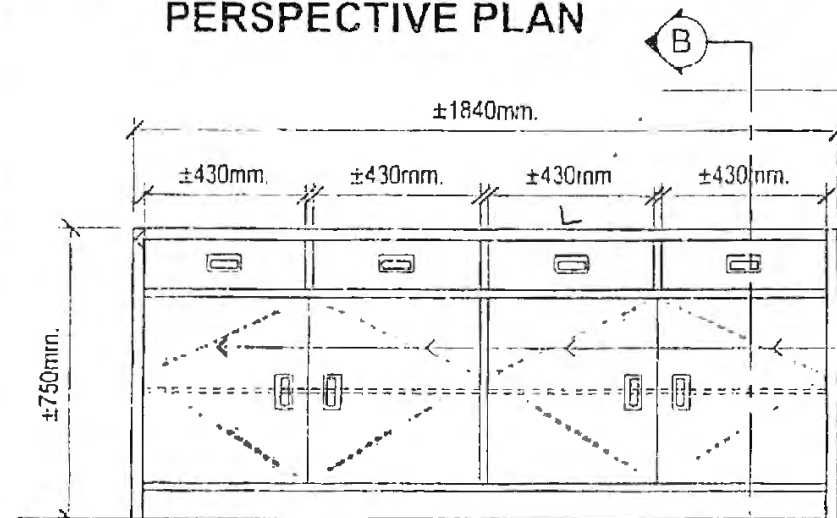


REAR VIEW

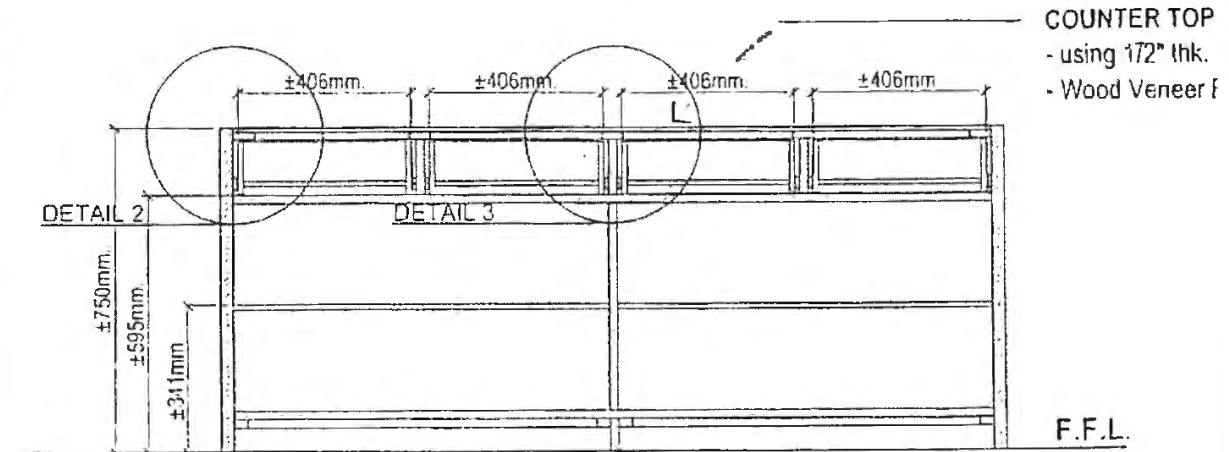
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PERSPECTIVE PLAN



Drawer Cabinet  
ELEVATION PLAN  
SCALE NTS



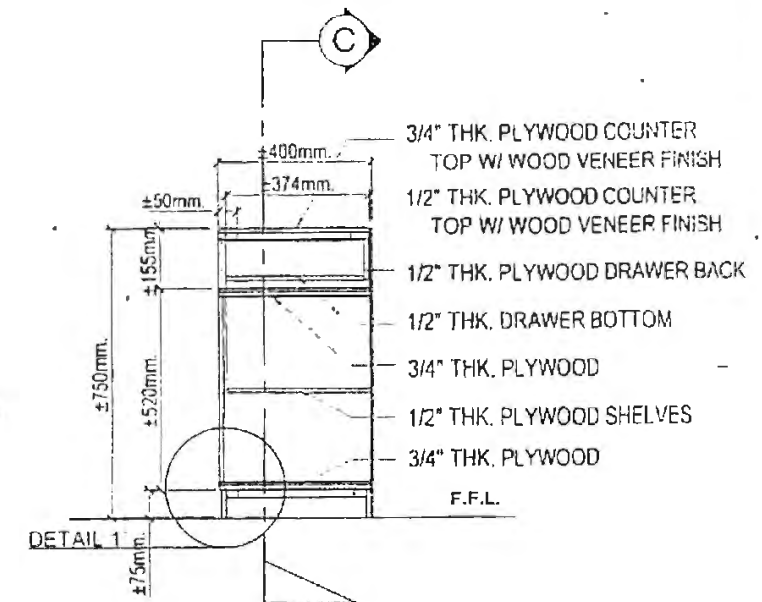
SECTION C

COUNTER TOP  
- using 3/4" thk. Plywood  
- Wood Veneer Paint Finish

CABINET SIDINGS  
- using 3/4" thk. Plywood  
- Wood Veneer Paint Finish

SWING DOOR CABINET  
- 1/2" thk. Plywood with Complete  
Hardware accessories such as pull  
handle, concealed hinges, etc.  
- Wood Veneer Paint Finish

F.F.L.



SECTION B

COUNTER TOP  
- using 1/2" thk.  
- Wood Veneer f

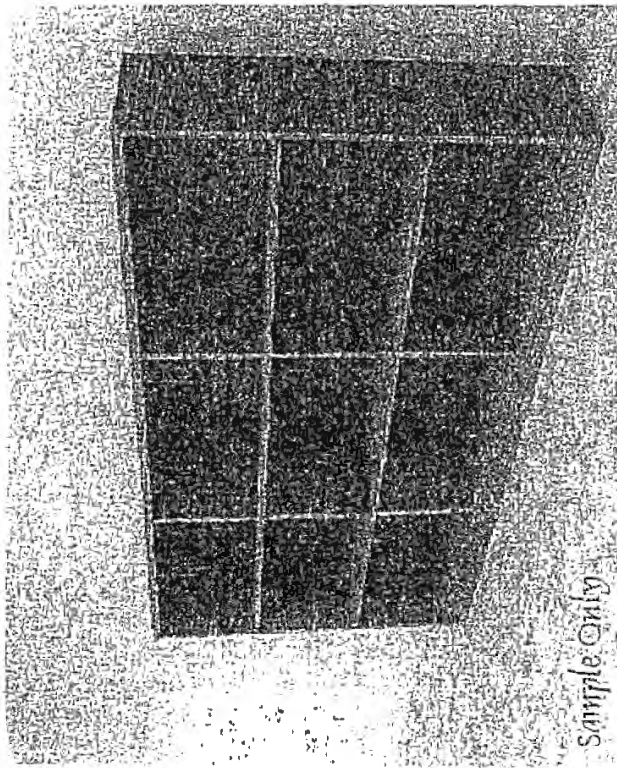
F.F.L.

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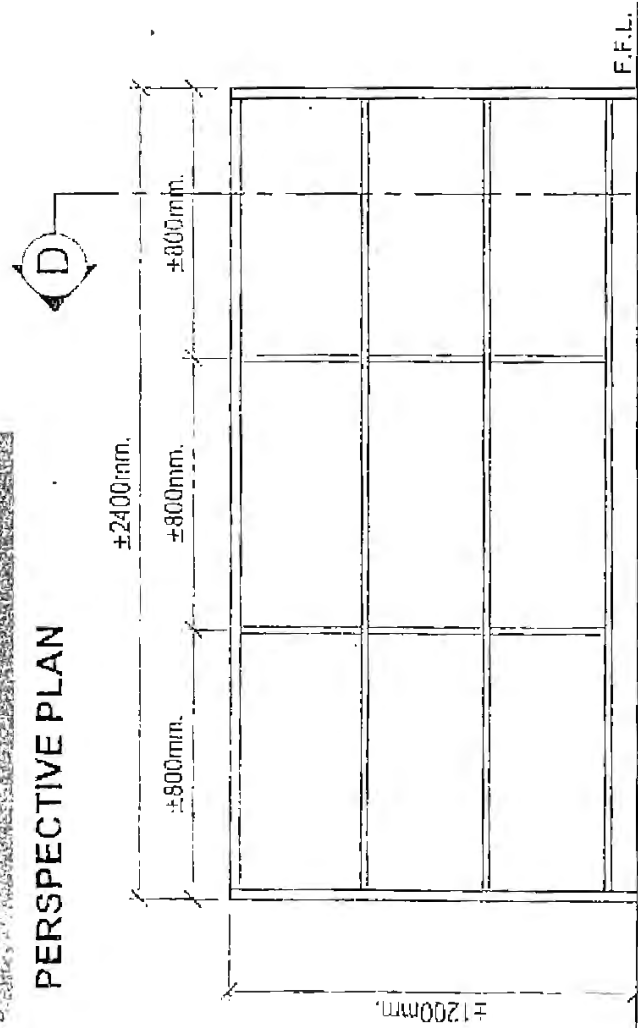
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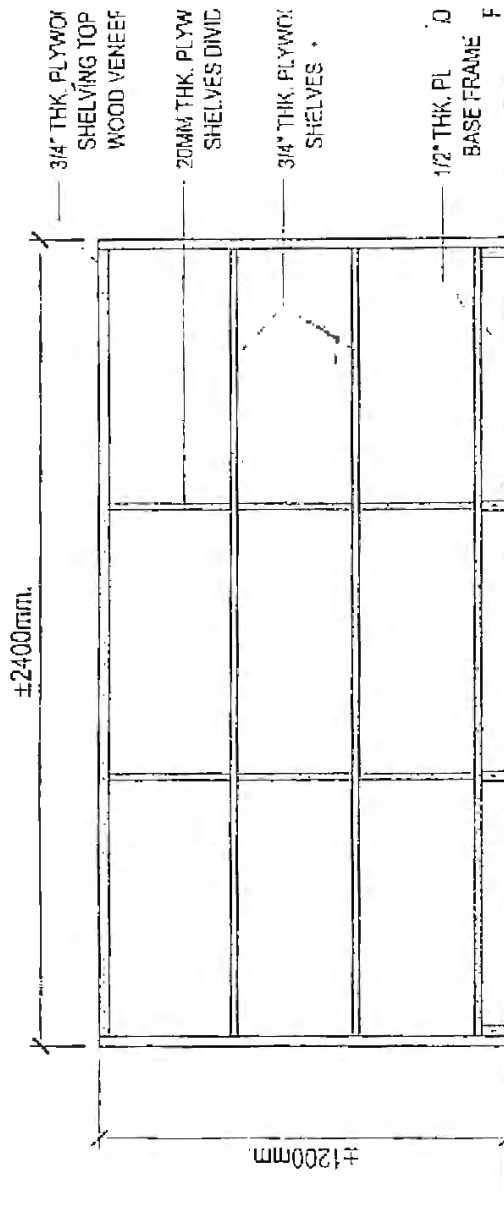


PERSPECTIVE PLAN

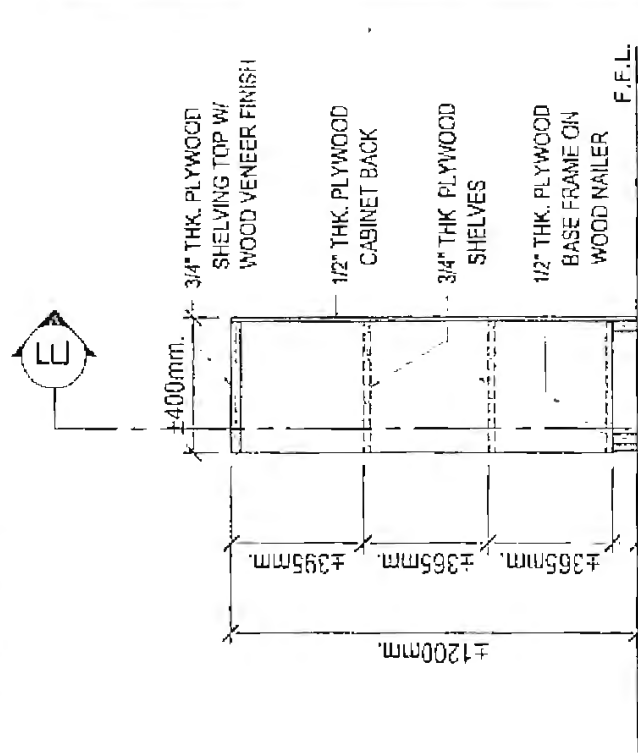


File Shelving  
**ELEVATION PLAN**  
 SCALE NTS

*Handwritten signatures and initials:*  
 [Signature]  
 [Initials]

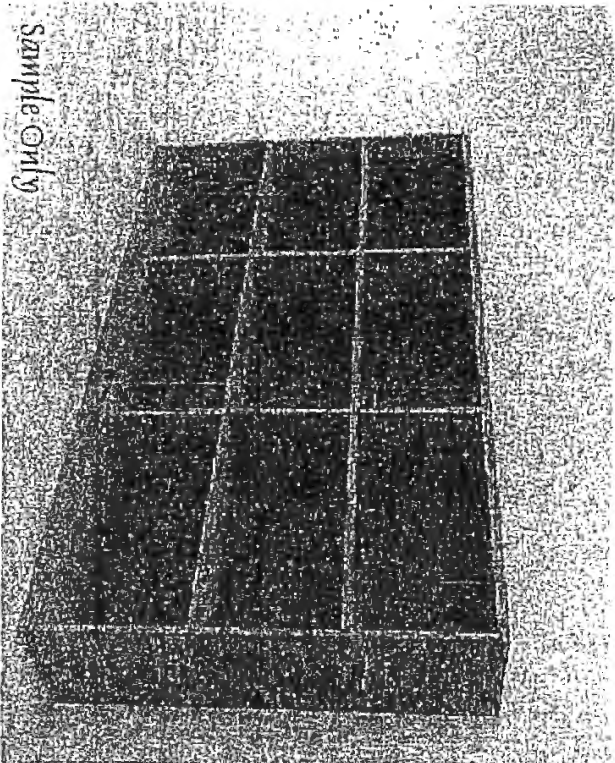


SECTION E



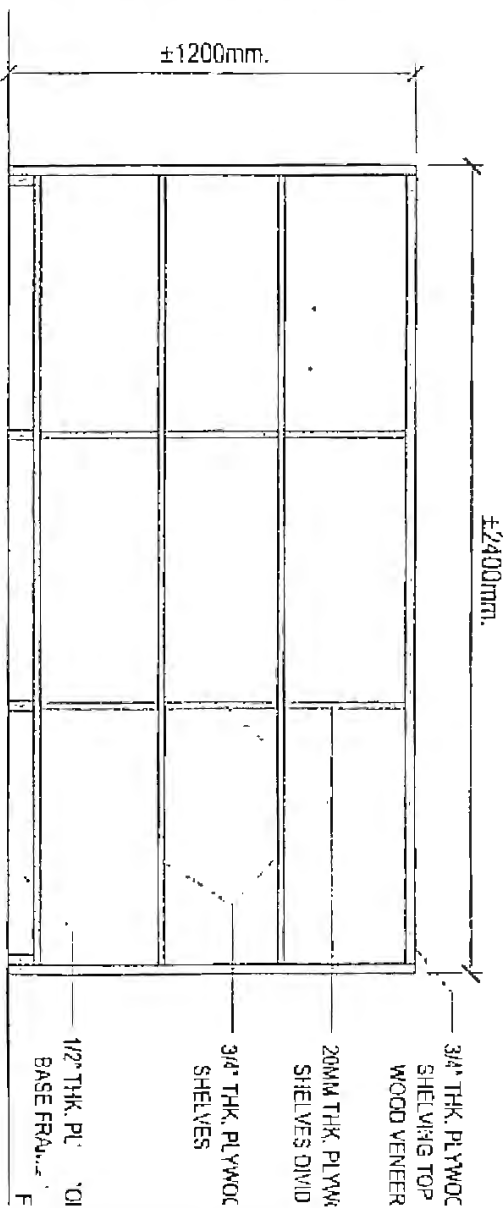
SECTION D

REVISION NO.:	:
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SHEET NO.:	:

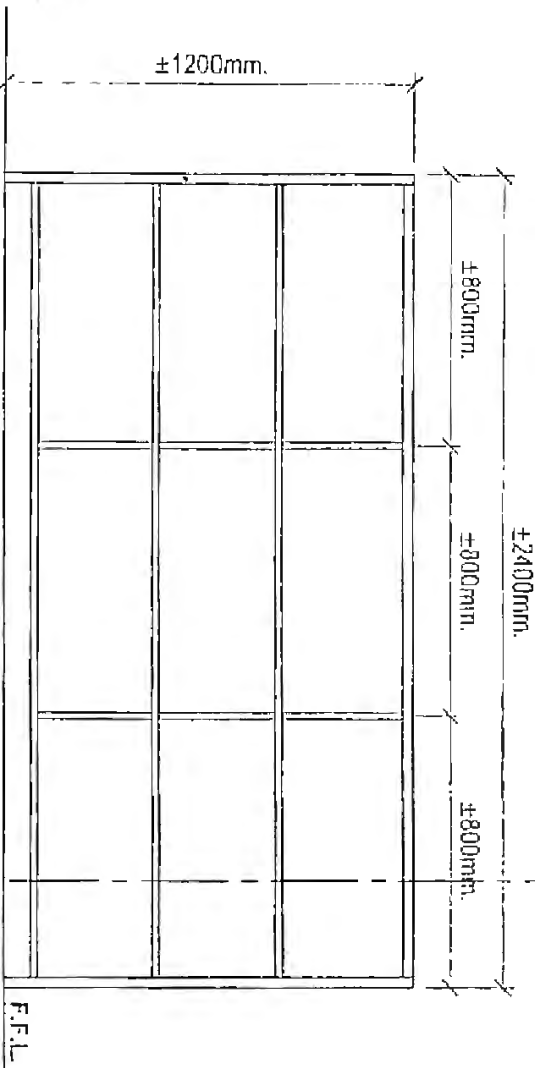


Sample Only

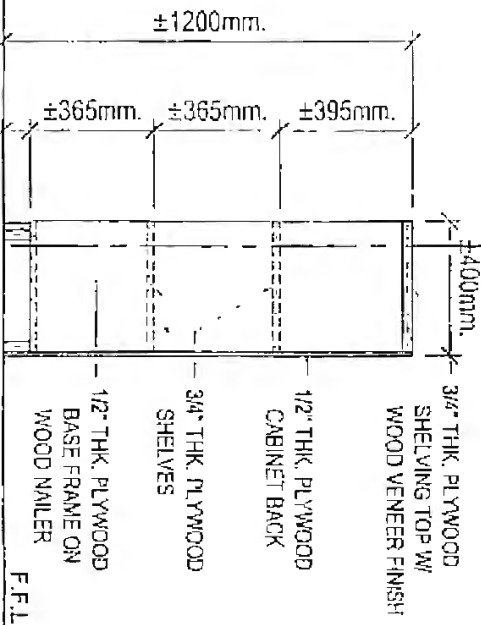
PERSPECTIVE PLAN



SECTION E



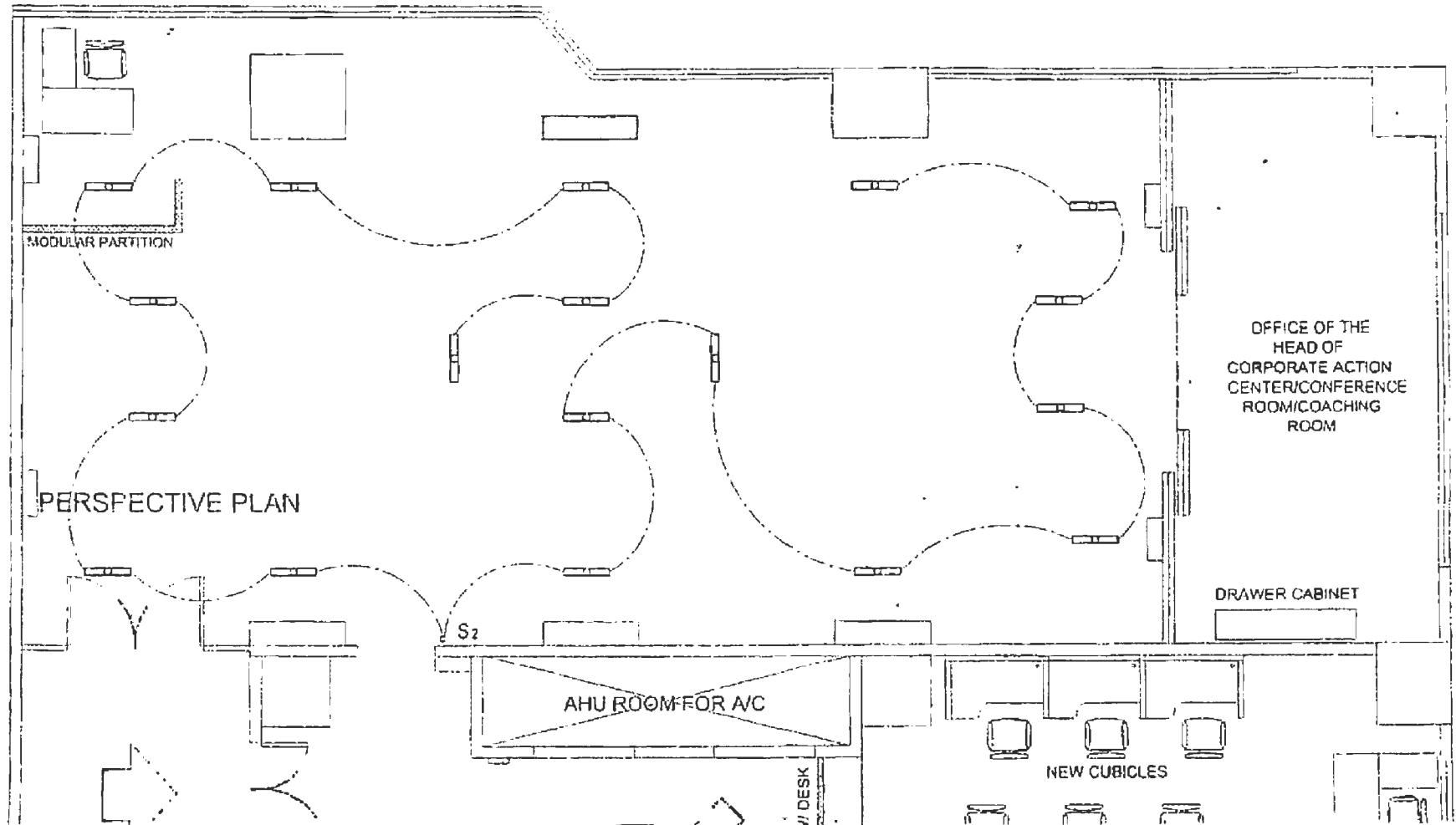
SECTION D



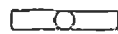
File Shelving  
ELEVATION PLAN  
SCALE NTS

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PRINT DATE :	
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LEGEND :



1 X 40W FLOURESCENT  
LIGHT FIXTURE

S2

2 - GANG SWITCH, 15 A, 230 V

PROPOSED LIGHTING LAYOUT  
SCALE NTS

REVISION NO. :

CAD BY :

PRINT DATE :

SHEET NO. :



**BIDS AND AWARDS COMMITTEE FOR GOODS AND SERVICES (BAC-GS)**  
**RESOLUTION NO. 064, S. 2014**

**RESOLUTION RECOMMENDING THAT THE CONTRACT FOR THE  
PROCUREMENT OF SUPPLY AND INSTALLATION OF ONE (1) LOT MATERIALS  
FOR IMPROVEMENT OF THE CORPORATE ACTION CENTER UNDER ITB NO.  
ICAC 2014-004-GS BE AWARDED IN FAVOR OF MZR UNICA, INC. AS THE BIDDER  
WITH THE SINGLE CALCULATED RESPONSIVE BID (SCRB)**

WHEREAS, the Bids and Awards Committee for Goods and Services (BAC-GS) advertised at the PhilG-EPS, the PhilHealth Website and the office premises an Invitation to Bid (ITB) for the Procurement of Supply and Installation of Materials for Improvement of the Corporate Action Center (ITB No. ICAC 2014-004-GS) during the period March 31, 2014 to April 6, 2014;

WHEREAS, the Approved Budget for the Contract (ABC) of the subject procurement is in the amount of One Million Two Hundred Sixty Seven Thousand One Hundred Fifty Eight Pesos and Fifty Nine Centavos (PhP1,267,158.59);

WHEREAS, in response to the said invitation, one (1) prospective bidder purchased the bidding documents, namely: MZR Unica, Inc.;

WHEREAS, during the Opening of Bids on 22 April 2014 at 10:30 a.m., MZR Unica, Inc. submitted its bid;

WHEREAS, during the said Opening of Bids, the BAC-GS utilized a checklist in accordance with the provisions of the Revised Implementing Rules and Regulations of Republic Act No. 9184;

WHEREAS, during the evaluation of the bid, the BAC-GS arrived at the following result:

Proponents	Evaluation Results
1. MZR Unica, Inc.	PhP1,260,000.00 Single Calculated Bid (SCB)

WHEREAS, based on the above result, MZR Unica, Inc. was declared as the bidder with the Single Calculated Bid (SCB) to be subjected to post-qualification by the BAC-GS Technical Working Group B;

WHEREAS, during the BAC-GS meeting held on 22 May 2014, the TWG presented the corresponding Post-Qualification Evaluation Report to the BAC-GS on MZR Unica, Inc. with the recommendation that said bidder be "post-qualified" and be declared as the Single Calculated Responsive Bid (SCRB) on the following ground, to quote:

*"Based on the BAC-GS TWG B post-qualification and inspection and evaluation conducted vis-à-vis the Bidding Documents submitted by bidder MZR Unica, Inc. on the Procurement of Supply and Installation of One (1) Lot Materials for Improvement of the Corporate Action Center (ITB No. ICAC 2014-004-GS), the BAC-GS TWG B has found them to be compliant with the requirements and conditions as specified in the Bidding Documents for the subject procurement and it is therefore submitted that its Bid Proposal should be declared as **RESPONSIVE**."*

WHEREAS, the BAC-GS concurred with the recommendation of the TWG to declare MZR Unica, Inc. as the bidder with the Single Calculated Responsive Bid (SCRB);




NOW, THEREFORE, premises considered, the BAC-GS resolves, to declare MZR Unica, Inc. as the bidder with the Single Calculated Responsive Bid (SCRB) and recommend that the contract for the Procurement of Supply and Installation of One (1) Lot Materials for Improvement of Corporate Action Center under ITB No. ICAC 2014-004-GS be awarded to the said bidder.

IT IS SO RESOLVED.

Signed this 22<sup>nd</sup> day of May, 2014 at Pasig City.

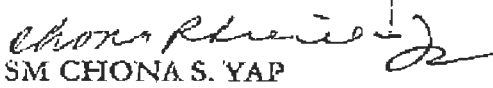
  
SVP MELINDA C. MERCADO  
Chairperson

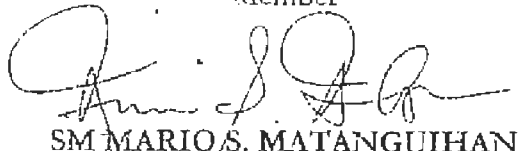
  
ATTY. GERMAIN G. LIM  
Vice-Chairperson

  
VP GREGORIO C. RULLODA  
Member

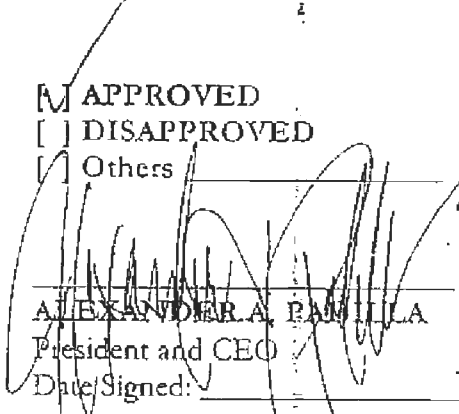
OIC-VP ISRAEL FRANCIS A. PARGAS, M.D.  
Member

  
SM NARISA PORTIA J. SUGAY, M.D.  
Member

  
SM CHONA S. YAP  
Member

  
SM MARIO S. MATANGUIHAN  
Member/End-User

☒ APPROVED  
☐ DISAPPROVED  
☐ Others

  
ALEXANDER A. PAMILIA  
President and CEO  
Date Signed: \_\_\_\_\_

Resolution recommending that the Contract for the Procurement of Supply and Installation of One (1) Lot Materials for Improvement of Corporate Action Center under ITB No. ICAC 2014-004-GS be awarded in favor of MZR Unica, Inc. as the Bidder with the Single Calculated Responsive Bid (SCRB)





**NOTICE OF AWARD**  
**Procurement of Supply and Installation of One (1) Lot Materials**  
**for Improvement of Corporate Action Center**  
**(ITB No. ICAC 2014-004-GS)**

Date of Issuance: **17 JUN 2014**

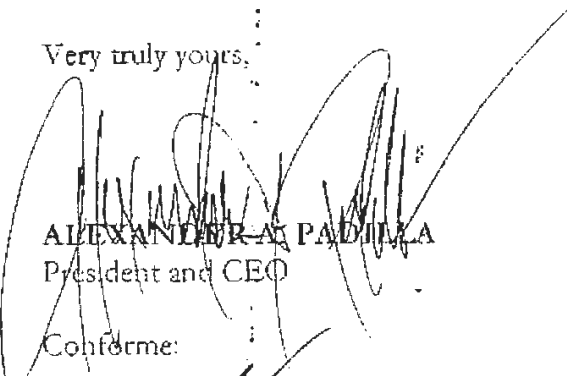
**MS. MARILOU R. QUIROZ**  
**MZR UNICA, INC.**  
32 Chicago St. Brgy. Pinagkaisahan,  
Cubao, Quezon City

Dear Ms. Quiroz:

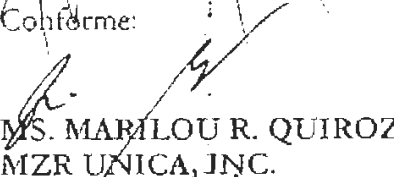
We are pleased to notify you that your Bid Proposal on April 22, 2014 for the Procurement of Supply and Installation of One (1) Lot Materials for Improvement of Corporate Action Center for execution by MZR UNICA, INC. at the Contract Price equivalent to One Million Two Hundred Sixty Thousand Pesos (Php1,260,000.00) only is accepted.

You are hereby required to post a performance security in the form and amount stipulated in the Bid Documents of the said procurement immediately from the receipt of this Notice of Award and in no case later than the signing of the Contract. Failure to provide the performance security shall constitute sufficient ground for cancellation of the award and forfeiture of the bid security.

Very truly yours,

  
**ALEXANDER M. PADILLA**  
President and CEO

Conforme:

  
**MS. MARILOU R. QUIROZ**  
**MZR UNICA, INC.**  
Date: 6/26/14

# AFP GENERAL INSURANCE CORPORATION

AFPGen Bldg., EDSA cor. Col. E. Sarzano Road  
911-9888 Fax No. 913-4256, 912-4737  
000-910-051-000

Premium	:	Php 2,835.00
Stamps	:	354.38
IT	:	340.20
G.T	:	17.01
Other Charges:		250.00
Total	:	Php 3,796.59

Bond No. 'BD-G(13)-HO-000000799  
DIC Bond No.24349

## PERFORMANCE BOND

ON ALL MEN BY THESE PRESENTS:

THAT WE, MZR BUILDERS, as Principal, and AFP GENERAL INSURANCE CORPORATION, of Manila, Philippines, as Surety, are held and firmly bound unto the PHILIPPINE HEALTH INSURANCE CORPORATION, in the sum of THREE HUNDRED SEVENTY EIGHT THOUSAND & 00/100 ONLY (PHP 378,000.00), Philippine Currency, for the payment of which we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally firmly by these presents.

THE CONDITIONS OF THIS OBLIGATION ARE AS FOLLOWS:

WHEREAS, this bond is issued to ensure the full and faithful compliance of the above named Principal of its obligations in reference to the Notice of Award or the Procurement of Supply and Installation of One (1) Lot Materials for Improvement of Corporate Action Center, copy of which is hereto attached and made an integral part hereof, provided, however, that the liability of the herein Surety under this Bond shall in no case exceed the sum of THREE HUNDRED SEVENTY EIGHT THOUSAND PESOS ONLY (P 378,000.00). This bond is CALLABLE ON DEMAND and shall be valid within forty five (45) days upon issuance and receipt of the Notice to Proceed but not to exceed one (1) year from the issuance date.

WHEREAS, the contract requires the above-bonded principal to give a good and sufficient bond in the above stated sum to secure the full and faithful fulfillment on its part of said contract.

NOW THEREFORE, if the above-bonded Principal shall in all respect duly and fully observe and perform all and singular the aforesaid covenants, conditions, and agreement to the true intent and meaning thereof, then this obligation shall be null and void; otherwise, to remain in full force and effect.

It is hereby agreed and understood that the Surety will not be liable for any claim not presented in writing to the Company within Fifteen (15) days from the expiration of this Bond, and that the Obligor hereby waives his right to bring claims or file any court action against the Surety after the termination of fifteen (15) days from the time his cause of action accrues.

IN WITNESS WHEREOF, we have hereunto set our hands at QUEZON CITY, Philippines this 20th day of June, 2014.

MZR BUILDERS  
(Principal)  
BY:   
ROBERT OBED P. QUIRAO  
VP-OPS/GM

AFP GENERAL INSURANCE CORPORATION  
(Surety)  
BY:   
HERLITA D. LIBRADO  
BONDS UNDERWRITER

SIGNED IN THE PRESENCE OF:

GENTRY VERDUZCO  
Witness

VILMA M. CARDONELL  
Witness

BOND NO : BD-G(13)-HO-000000799

OIC BOND NO. 24349

ACKNOWLEDGEMENT

Republic of the Philippines )  
MAKATI CITY )

) S.S.

BEFORE ME, a Notary Public in and for MAKATI CITY, Philippines personally appeared ROBERT ODED P QUIROX with PRC ID Nr 0032566 Issued at and HERLITA D LIBRADO with SSS ID Nr 33-3779133-5 Issued at in his/her capacity as BONDS UNDERWRITER of AFP GENERAL INSURANCE CORPORATION with Corporate Residence C-164952 Issued at QUEZON CITY on January 7, 2014.

Both known to me and to me known to be the same persons who executed the foregoing instrument; and they acknowledged to me that the same is their free and voluntary act and deed; and HERLITA D LIBRADO further acknowledged to me that the same is the free and voluntary act and deed of the corporation which he/she represents.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my notarial seal on this June 20, 2014 in MAKATI CITY, Philippines.

NOTARY PUBLIC

Doc. No. 95  
Page No. 2  
Book No. 1  
Series of 2014

ATTY. RYAN R. ESPINDOSA  
NOTARY PUBLIC UNTIL DEC. 31, 2014  
PIR NO. 4307421 FEB. 26, 2014 / MAKATI CITY  
IBP NO. 964719 FEB. 27, 2014 / QUEZON CITY  
COMMISSION NO. M-418  
MCLE NO. IV-0004758, MARCH 2, 2012  
ROLL NO. 47548

Republic of the Philippines )  
MAKATI CITY )

HERLITA D LIBRADO in his/her capacity as BONDS UNDERWRITER of the AFP GENERAL INSURANCE CORPORATION, after having been duly sworn in accordance with law deposes and states that the said AFP GENERAL INSURANCE CORPORATION, is a corporation duly organized and existing in accordance with Philippine laws, is duly authorized to execute and furnish surety bonds for all purposes within the Philippines; and is actually worth the amount specified in the foregoing undertaking, to wit: THREE HUNDRED SEVENTY-EIGHT THOUSAND & 00/100 ONLY (PHP 378,000.00) Philippine Currency, over the above all just debts and obligations and property exempt from execution.

AFP GENERAL INSURANCE CORPORATION

By:

HERLITA D LIBRADO  
BONDS UNDERWRITER

SUBSCRIBED AND SWORN to before me this June 20, 2014 at MAKATI CITY Philippines affiant exhibiting to me his/her Res. Certificate / any government identification and that of the Corporation as above described.

NOTARY PUBLIC

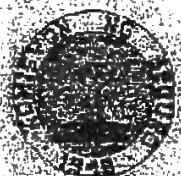
Doc. No. 96  
Page No. 21  
Book No. 1  
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CERTIFIED TRUE XEROX COPY

Slg. 2013/108-R  
No. 2013/108-R

LEONILA R. LANSANGAN  
SENIOR INSURANCE SPECIALIST  
LICENSING DIVISION  
INSURANCE COMMISSION



Republika ng Pilipinas  
Republic of the Philippines  
Kagawaran ng Pananalapi  
Department of Finance  
**KOMISYON NG SEGURO**  
INSURANCE COMMISSION

**KATIBAYAN NG PAGKAMAYKAPANGYARIHAN**  
CERTIFICATE OF AUTHORITY

ITO AY PATUNAY na ang  
[Name of Principal]

**AFF GENERAL INSURANCE CORPORATION**

**NG LUNGSOD NG QUEZON CITY, PILIPINAS**

na isang

bang **DI-BUHAY**  
**NON-LIFE**

**(FIRE, MARINE, CASUALTY & SURETY)**

na kumpanya ng seguro ay nakatangap sa lahat ng mga kailangang tinakda ng batas  
[Insurance company has complied with all requirements of law]

ng Pilipinas kungmay sa gayong mga kumpanya ng seguro, kung kaya rin nakakalooban  
of the Philippines relative to all insurance companies, and it is hereby granted

bilang KATIBAYAN NG PAGKAMAYKAPANGYARIHAN upang makasagiposyo ng  
this CERTIFICATE OF AUTHORITY to

uring seguro na tinakda sa mga kailangang kalamandalawa ng habingabi, ng ikatatlumpung  
of class of insurance business of the said insurance company to be conducted on the tourism

araw ng Hunyo naong dalawangyong hoot habing apat

ang habing apat na pangalim na araw ng Hunyo ng katuwangang dahilan  
[Reason for issuance]

Bilang KATIBAYAN NITO, inilagda ko ang aking pangalan  
[Signature of Insurance Commissioner]

at ang aking Opisyal na Tatal na aking Tanggapan  
[Official Seal and Signature]

sa Lungsod ng Maynila, Pilipinas. Ito ay may bisa  
[Valid in Manila, Philippines. This becomes]

simula sa araw ng Hulyo 2013.  
[Effective from July 2013]

Issued on  
December 27, 1980

**EMMANUEL V. DOOC**  
Insurance Commissioner

(Principal)

(Surety)

By:

BY:   
**HELEITA D. LORADO**