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# **BIDDING DOCUMENTS**

**for the**

## **PROCUREMENT FOR THE SUPPLY, DELIVERY AND INSTALLATION OF 1 LOT OF AIR-CONDITIONING UNITS**

**Project Reference No.  
PBPROV-2025-01-GS**

**Sixth Edition  
July 2020**

## Table of Contents

Section I.	INVITATION TO BID.....	3
Section II.	INSTRUCTION TO BIDDERS.....	5
	1. Scope of Bid.....	5
	2. Funding Information.....	5
	3. Bidding Requirements.....	5
	4. Corrupt, Fraudulent, Collusive and Coercive Practices.....	5
	5. Eligible Bidders.....	6
	6. Origin of Goods.....	6
	7. Subcontracts.....	6
	8. Pre-Bid Conference.....	6
	9. Clarification and Amendment of Bidding Documents.....	6
	10. Documents Comprising the Bid: Eligibility and Technical Components.....	7
	11. Documents Comprising the Bid: Financial Component.....	7
	12. Bid Prices.....	7
	13. Bid and Payment Currencies.....	8
	14. Bid Security.....	8
	15. Sealing and Marking of Bids.....	8
	16. Deadline for Submission of Bids.....	9
	17. Domestic Preference.....	9
	19. Detailed Evaluation and Comparison of Bids.....	9
	20. Post-Qualification.....	10
	21. Signing of the Contract.....	10
Section III.	BID DATA SHEET.....	11
Section IV.	GENERAL CONDITIONS OF THE CONTRACT.....	13
	1. Scope of Contract.....	13
	2. Advance Payment and Terms of Payment.....	14
	3. Performance Security.....	14
	4. Inspection and Tests.....	14
	5. Warranty.....	14
	6. Liability of Suppliers.....	14
Section V.	SPECIAL CONDITIONS OF CONTRACT.....	15
Section VI.	SCHEDULE OF REQUIREMENTS.....	20
Section VII.	TECHNICAL SPECIFICATIONS AND TERMS AND CONDITIONS.....	21
Section VIII.	CHECKLIST OF TECHNICAL AND FINANCIAL DOCUMENTS.....	39
	REQUIRED FORMS AND TEMPLATES.....	41
	Statement of All On-Going Government and Private Contracts, Including Contracts Awarded but not yet Started, if any.....	41
	Statement of Single Largest Completed Contract (SLCC).....	42
	Bid Securing Declaration Form.....	43
	Omnibus Sworn Statement (OSS).....	44
	Computation of Net Financial Contracting Capacity (NFCC)....	46
	Credit Line Certificate.....	47
	Bid Form for the Procurement of Goods.....	49
	Price Schedule for Goods Offered from Within the Philippines	51

## ***Section I. Invitation to Bid***

1. The PhilHealth Regional Office (PRO) V, through the CY 2025 Corporate Operating Budget of PRO V, intends to apply the total sum of **One Million Two Hundred Thirty-One Thousand Five Hundred Nineteen pesos & 80/100 only (P1,231,519.80)**, being the Approved Budget for the Contract (ABC), to pay the obligations under the contract for the **Procurement for the Supply, Delivery and Installation of 1 Lot of Air-Conditioning Units (PBPROV-2025-01-GS)**.
2. The PhilHealth Regional Office V now invites PhilGEPS registered suppliers to bid for the above-mentioned Procurement Project.

**Bids received in excess of the ABC shall be automatically rejected at bid opening.**

Delivery and installation of goods is required **within thirty (30) calendar days upon receipt of Notice to Proceed**. Bidders should have completed, within **two (2) years (April 7, 2023 - April 6, 2025)** prior to the deadline date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).

3. Bidding will be conducted through open competitive bidding procedures using a non-discretionary "pass/fail" criterion as specified in the 2016 Revised Implementing Rules and Regulations (RIRR) of Republic Act (RA) 9184, otherwise known as the "Government Procurement Reform Act".
4. Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA 5183 and subject to Commonwealth Act 138.
5. Interested bidders may obtain further information from **PhilHealth Regional Office V BAC Secretariat** and inspect the Bidding Documents at the address given below during office hours.

A complete set of Bidding Documents may be acquired by interested Bidders from **March 19 (8:00 am to 3:00pm) to April 7, 2025 (8:00 am to 9:00 am)** from the address below and upon payment of a nonrefundable fee in the amount of **Five Thousand Pesos (P5,000.00)** for the Bidding Documents pursuant to the Standard Rate set under Appendix 8 of the 2016 RIRR of RA 9184.<sup>2</sup>

<sup>1</sup> In the case of National Government Agencies, the General Appropriations Act and/or continuing appropriations; in the case of GOCCs, GFIs, and SUCs, the Corporate Budget for the contract approved by the governing Boards; in the case of LGUs, the Budget for the contract approved by the respective Sanggunian. (Section 5(a), R.A. 9184)

<sup>2</sup>For lot procurement, the maximum fee for the Bidding Documents for each lot shall be based on its ABC, in accordance with the Guidelines issued by the GPPB; provided that the total fees for the Bidding Documents of all lots shall not exceed the maximum fee prescribed in the Guidelines for the sum of the ABC of all lots.

It may also be downloaded free of charge from the website of **PhilHealth Regional Office V** at [www.philhealth.gov.ph](http://www.philhealth.gov.ph) or at the website of Philippine Government Electronic Procurement System (PhilGEPS) at [www.philgeps.gov.ph](http://www.philgeps.gov.ph) provided that Bidders shall pay the nonrefundable fee for the Bidding Documents as indicated in the table above not later than the submission of their bids.

The Procuring Entity shall allow the bidder to present its proof of payment for the fees either in person or through electronic means.

The PhilHealth Regional Office V assumes no responsibility whatsoever to compensate or indemnify bidders for any expenses incurred in the preparation of the bids.

6. The **PhilHealth Regional Office V** will hold a Pre-Bid Conference on **March 26, 2025, 10:00 AM** at **PhilHealth Regional Office V Mayon Hall, G/F, ANST Bldg. IV, Benny S. Imperial St., (Alternate Road), Legazpi City**, and/or through video conferencing or webcasting thru a link which will be provided later, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through **manual submission** at the office address indicated below **on or before April 7, 2025, 9:00 AM**. **Late bids shall not be accepted. Unsealed or unmarked bid envelopes shall also be rejected.**
8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 14.
9. Bid opening shall be on **April 7, 2025, 10:00 AM** at **PhilHealth Regional Office V Mayon Hall, G/F, ANST Bldg. IV, Benny S. Imperial St., (Alternate Road), Legazpi City**. Bids will be opened in the presence of the bidders' representatives who choose to attend the opening.
10. The **PhilHealth Regional Office V** reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to contract award, in accordance with the 2016 Revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
11. For further information, please refer to:

**PRO V BAC Secretariats:**

**Office Address:**

**Tel No.:**

**Email Address:**

Ritchel C. Solibaga, Philia Joy N. Gaitana  
and Stephanie Grace V. Parado  
PhilHealth Regional Office V  
ANST Bldg. IV, Benny S. Imperial St.  
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**RONALD E. SANTELICES, M.D.**  
BAC Chairperson  
PRO V Bids & Awards Committee

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

### **1. Scope of Bid**

The PhilHealth Regional Office V wishes to receive Bids for the the ***Procurement for the Supply, Delivery and Installation of 1 Lot of Air-Conditioning Units*** with Project Reference Number ***PBPROV-2025-01-GS***.

The Procurement Project is composed ***One (1) Lot***, the details of which are described in Section VII (Technical Specifications) and Terms of Reference.

### **2. Funding Information**

2.1. The GOP through the source of funding as indicated below in the amount of ***One Million Two Hundred Thirty-One Thousand Five Hundred Nineteen pesos & 80/100 only (P1,231,519.80)***.

2.2. The source of funding is the ***3CY 2025 Corporate Operating Budget of PhilHealth Regional Office V (PRO V)***:

### **3. Bidding Requirements**

The Bidding for the Project shall be governed by all the provisions of RA No. 9184 and its 2016 revised IRR, including its Generic Procurement Manuals and associated policies, rules and regulations as the primary source thereof, while the herein clauses shall serve as the secondary source thereof.

Any amendments made to the IRR and other GPPB issuances shall be applicable only to the ongoing posting, advertisement, or IB by the BAC through the issuance of a supplemental or bid bulletin.

***The Bidder, by the act of submitting its Bid, shall be deemed to have verified and accepted the general requirements of this Project, including other factors that may affect the cost, duration and execution or implementation of the contract, project, or work and examine all instructions, forms, terms, and project requirements in the Bidding Documents.***

### **4. Corrupt, Fraudulent, Collusive, and Coercive Practices**

The PhilHealth Regional Office V, as well as the Bidders and Suppliers, shall observe the highest standard of ethics during the procurement and execution of the contract. They or through an agent shall not engage in corrupt, fraudulent, collusive, coercive, and obstructive practices defined under Annex "I" of the 2016 revised IRR of RA No. 9184 or other integrity violations in competing for the Project.

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<sup>2</sup> In the case of National Government Agencies, the General Appropriations Act and/or continuing appropriations; in the case of GOCCs, GFIs, and SUCs, the Corporate Budget for the contract approved by the governing Boards; in the case of LGUs, the Budget for the contract approved by the respective Sanggunian. (Section 5(a), R.A. 9184)

## **5. Eligible Bidders**

- 5.1. Only Bids of Bidders found to be legally, technically, and financially capable will be evaluated.
- 5.2. Foreign ownership limited to those allowed under the rules may participate in this Project.
- 5.3. Pursuant to Section 23.4.1.3 of the 2016 revised IRR of RA No.9184, the Bidder shall have an SLCC that is at least one (1) contract similar to the Project the value of which, adjusted to current prices using the PSA's CPI, must be at least equivalent to:
  - a. **For the procurement of Non-Expendable Supplies and Services: The Bidder must have completed a single contract that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC.**
  - b. **For the procurement of Expendable Supplies: The Bidder must have completed a single contract that is similar to this Project, equivalent to at least twenty-five percent (25%) of the ABC.**
- 5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.1 of the 2016 IRR of RA No. 9184.

## **6. Origin of Goods**

There is no restriction on the origin of goods other than those prohibited by a decision of the UN Security Council taken under Chapter VII of the Charter of the UN, subject to Domestic Preference requirements under ITB Clause 18.

## **7. Subcontracts**

- 7.1. The Bidder may subcontract portions of the Project to the extent allowed by the Procuring Entity as stated herein, but in no case more than twenty percent (20%) of the Project.

The PhilHealth Regional Office V has prescribed that **Subcontracting is not allowed.**

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

The PhilHealth Regional Office V will hold a pre-bid conference for this Project on the specified date and time and either at its physical address and/or through videoconferencing/webcasting as indicated in paragraph 6 of the IB.

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

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

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

- 10.1. The first envelope shall contain the eligibility and technical documents of the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
- 10.2. The Bidder's SLCC as indicated in ITB Clause 5.3 should have been completed within **two (2) years** prior to the deadline for the submission and receipt of bids.
- 10.3. If the eligibility requirements or statements, the bids, and all other documents for submission to the BAC are in foreign language other than English, it must be accompanied by a translation in English, which shall be authenticated by the appropriate Philippine foreign service establishment, post, or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines. Similar to the required authentication above, for Contracting Parties to the Apostille Convention, only the translated documents shall be authenticated through an apostille pursuant to GPPB Resolution No. 13-2019 dated 23 May 2019. The English translation shall govern, for purposes of interpretation of the bid.

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

- 11.1. The second bid envelope shall contain the financial documents for the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
- 11.2. If the Bidder claims preference as a Domestic Bidder or Domestic Entity, a certification issued by DTI shall be provided by the Bidder in accordance with Section 43.1.3 of the 2016 revised IRR of RA No. 9184.
- 11.3. Any bid exceeding the ABC indicated in paragraph 1 of the **IB** shall not be accepted.
- 11.4. For Foreign-funded Procurement, a ceiling may be applied to bid prices provided the conditions are met under Section 31.2 of the 2016 revised IRR of RA No. 9184.

**12. Bid Prices**

- 12.1. Prices indicated on the Price Schedule shall be entered separately in the following manner:
- a. For Goods offered from within the Procuring Entity's country:
- i. The price of the Goods quoted EXW (ex-works, ex-factory, ex-warehouse, ex-showroom, or off-the-shelf, as applicable);
  - ii. The cost of all customs duties and sales and other taxes already paid or payable;
  - iii. The cost of transportation, insurance, and other costs incidental to delivery of the Goods to their final destination; and

- iv. The price of other (incidental) services, if any, listed in the **BDS**.
- b. For Goods offered from abroad:
  - i. Unless otherwise stated in the **BDS**, the price of the Goods shall be quoted delivered duty paid (DDP) with the place of destination in the Philippines as specified in the **BDS**. In quoting the price, the Bidder shall be free to use transportation through carriers registered in any eligible country. Similarly, the Bidder may obtain insurance services from any eligible source country.
  - ii. The price of other (incidental) services, if any, as listed in the **BDS**.

### **13. Bid and Payment Currencies**

13.1. For Goods that the Bidder will supply from outside the Philippines, the bid prices may be quoted in the local currency or tradeable currency accepted by the BSP at the discretion of the Bidder. However, for purposes of bid evaluation, Bids denominated in foreign currencies, shall be converted to Philippine currency based on the exchange rate as published in the BSP reference rate bulletin on the day of the bid opening.

13.2. **Payment of the contract price shall be made in Philippine Pesos.**

### **14. Bid Security**

14.1. The Bidder shall submit a Bid Securing Declaration<sup>4</sup> or any form of Bid Security in the amount indicated in the **BDS**, which shall be not less than the percentage of the ABC in accordance with the schedule in the **BDS**.

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

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

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

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

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

<sup>4</sup> In the case of Framework Agreement, the undertaking shall refer to entering into contract with the Procuring Entity and furnishing of the performance security or the performance securing declaration within ten (10) calendar days from receipt of Notice to Execute Framework Agreement.



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

- 16.1. The Bidders shall submit on the specified date and time and either at its physical address or through online submission as indicated in paragraph 7 of the IB.

## **17. Opening and Preliminary Examination of Bids**

- 17.1. The BAC shall open the Bids in public at the time, on the date, and at the place specified in paragraph 9 of the IB. The Bidders' representatives who are present shall sign a register evidencing their attendance. In case videoconferencing, webcasting or other similar technologies will be used, attendance of participants shall likewise be recorded by the BAC Secretariat.

In case the Bids cannot be opened as scheduled due to justifiable reasons, the rescheduling requirements under Section 29 of the 2016 revised IRR of RA No. 9184 shall prevail.

- 17.2. The preliminary examination of bids shall be governed by Section 30 of the 2016 revised IRR of RA No. 9184.

## **18. Domestic Preference**

- 18.1. The PhilHealth Regional Office V will grant a margin of preference for the purpose of comparison of Bids in accordance with Section 43.1.2 of the 2016 revised IRR of RA No. 9184.

## **19. Detailed Evaluation and Comparison of Bids**

- 19.1. The PhilHealth Regional Office V's BAC shall immediately conduct a detailed evaluation of all Bids rated "passed," using non-discretionary pass/fail criteria. The BAC shall consider the conditions in the evaluation of Bids under Section 32.2 of the 2016 revised IRR of RA No. 9184.

- 19.2. If the Project allows partial bids, bidders may submit a proposal on any of the lots or items, and evaluation will be undertaken on a per lot or item basis, as the case maybe. In this case, the Bid Security as required by ITB Clause 14 shall be submitted for each lot or item separately.

- 19.3. The descriptions of the lots or items shall be indicated in **Section VII (Technical Specifications)**, although the ABCs of these lots or items are indicated in the BDS for purposes of the NFCC computation pursuant to Section 23.4.2.6 of the 2016 revised IRR of RA No. 9184. The NFCC must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder.

- 19.4. The Project shall be awarded as follows:

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

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

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

**20. Post-Qualification**

- 20.1. Within a non-extendible period of five (5) calendar days from receipt by the Bidder of the notice from the BAC that it submitted the Lowest Calculated Bid, the Bidder shall submit its latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment System (eFPS) and other appropriate licenses and permits required by law and stated in the BDS.

**21. Signing of the Contract**

- 21.1. The documents required in Section 37.2 of the 2016 revised IRR of RA No. 9184 shall form part of the Contract. Additional Contract documents are indicated in the BDS.

### Section III. Bid Data Sheet

ITB Clause	
2.1	The GOP through the source of funding as indicated below in the amount of <b>One Million Two Hundred Thirty-One Thousand Five Hundred Nineteen pesos &amp; 80/100 only (P1,231,519.80).</b>
2.2	b. GOCC and GFIs, the proposed Corporate Operating Budget. <b>CY 2025 Corporate Operating Budget of PhilHealth Regional Office V (PRO V)</b>
5.2	None of the circumstances mentioned in the ITB Clause exists in this Project. Foreign bidders, except those falling under ITB Clause 5.2(b), may not participate in this Project.
5.3	For this purpose, contracts similar to the Project shall be:  a. <b>Air-Conditioning Units</b>  b. <b>A single completed contract similar to the project, equivalent to at least fifty percent (50%) of the ABC, within two (2) years (April 7, 2023 - April 6, 2025) prior to the deadline for submission and receipt of bids</b>
7.1	b. Subcontracting is not allowed.
8.0	<b>The Procuring Entity will hold a pre-bid conference for this Project on March 26, 2025, 10:00 AM at PhilHealth Regional Office V Mayon Hall, G/F, ANST Bldg. IV, Benny S. Imperial St., (Alternate Road), Legazpi City, and/or through video conferencing or webcasting thru a link which will be provided later, which shall be open to prospective bidders.</b>
9.0	A complete set of Bidding Documents may be <b>acquired</b> by interested Bidders from <b>March 19 (8:00 am to 3:00pm) to April 7, 2025 (8:00 am to 9:00 am)</b> from the address mentioned above and upon payment of a nonrefundable fee in the amount of <b>Five Thousand Pesos (P5,000.00)</b> for the Bidding Documents pursuant to the Standard Rate set under Appendix 8 of the 2016 RIRR of RA 9182 For information, contact the  <b>PRO V BAC Secretariats:</b> Ritchel C. Solibaga, Philia Joy N. Gaitana, Stephanie Grace V. Parado  <b>Office Address:</b> PhilHealth Regional Office V, ANST Bldg. IV, Benny S. Imperial St. (Alternate Road), Legazpi City, 4500  <b>Tel No.:</b> (052)820-5538 local 5329 <b>Email Address:</b> <a href="mailto:bacsec.pro5@philhealth.gov.ph">bacsec.pro5@philhealth.gov.ph</a>
	Bidders should have completed, within <b>two (2) years (April 7, 2023 - April 6, 2025)</b> from the deadline date of submission and receipt of bids, a contract similar to the Project.

11.3	Any bid exceeding the ABC amounting <i>One Million Two Hundred Thirty-One Thousand Five Hundred Nineteen pesos &amp; 80/100 only (P1,231,519.80)</i> shall not be accepted.
12	No further instruction
13.2	Payment of the contract price shall be made in <b>Philippine Pesos</b> .
14.1	The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts: <ul style="list-style-type: none"> <li>a. The amount of not less than <b>Twenty-Four Thousand Six Hundred Thirty Pesos &amp; 40/100 only (P 24,630.40)</b> [two percent (2%) of ABC], if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or</li> <li>b. The amount of not less than <b>Sixty-One Thousand Five Hundred Seventy-Five Pesos &amp; 99/100 only (P 61,575.99)</b> [five percent (5%) of ABC] if bid security is in Surety Bond.</li> </ul>
14.2	The bid security shall be valid until <i>[valid until upon signing &amp; execution of contract &amp; the posting of Performance Security or 120 calendar days from the date of opening of bids.</i>
15	Each bidder shall submit <b>one (1) mother envelope</b> which contains <b>two (2) envelopes</b> .  The <b>first envelope</b> shall be labeled as <b>"TECHNICAL COMPONENT"</b> and shall contain another <b>three (3) envelopes/ folders</b> . The first envelope/ folder will be labeled as <b>"ORIGINAL TECHNICAL COMPONENT"</b> while the second envelope/folder will be labeled as <b>"COPY No. 1 – TECHNICAL COMPONENT"</b> and the third envelope/ folder will be labeled as <b>"COPY No. 2 – TECHNICAL COMPONENT"</b> .  The <b>second envelope</b> shall be labeled as <b>"FINANCIAL COMPONENT"</b> and shall contain another <b>three (3) envelopes/ folders</b> . The first envelope/ folder will be labeled as <b>"ORIGINAL FINANCIAL COMPONENT"</b> while the second envelope/folder will be labeled as <b>"COPY No. 1 – FINANCIAL COMPONENT"</b> and the third envelope/ folder will be labeled as <b>"COPY No. 2 – FINANCIAL COMPONENT"</b> .  <b>All envelopes shall contain:</b> <ul style="list-style-type: none"> <li>1. the name of the procurement project and the project reference number to be bid in capital letters;</li> <li>2. the name and address of the Bidder in capital letters, as well as, its contact number and email address;</li> <li>3. be addressed to the Procuring Entity's BAC in accordance with IB; and</li> <li>4. bear a warning <b>"DO NOT OPEN BEFORE..."</b> the date and time for the opening of bids.</li> </ul>
16.1	Bids must be duly received by the BAC Secretariat through <b>manual submission</b> at the office address indicated above <b>on or before April 7, 2025, 9:00 AM. (Time reference is the wall clock located at the entrance of the 3<sup>rd</sup> floor of PhilHealth Regional Office V Office Bldg.)</b> Late bids shall not be accepted. Unsealed or unmarked bid envelopes shall also be rejected.

17.1	Bid opening shall be on <b>April 7, 2025, 10:00 AM</b> at <b>PhilHealth Regional Office V Mayon Hall, G/F, ANST Bldg. IV, Benny S. Imperial St., (Alternate Road), Legazpi City.</b> Bids will be opened in the presence of the bidders' representatives who choose to attend the opening.
19.3	<b>Procurement for the Supply, Delivery and Installation of 1 Lot of Air-Conditioning Units</b> with Project Reference Number <b>PBPROV-2025-01-GS</b> in the amount of <b>One Million Two Hundred Thirty-One Thousand Five Hundred Nineteen pesos &amp; 80/100 only (P1,231,519.80)</b>
19.4	Option 1 – One Project having several items that shall be awarded as one contract.
20.1	<ol style="list-style-type: none"> <li>1. The bidder must present its latest Business Tax Return (Value Added Tax or Percentage Tax and Quarterly Income Tax Return) via the Electronic Filing and Payment System (EFPS) covering the period <b>3<sup>rd</sup> &amp; 4<sup>th</sup> Quarter of CY 2024</b> (Effective May 1, 2005 only Tax Returns filed through the EFPS shall be accepted);</li> <li>2. PhilHealth Certification that the bidder has paid the premium contributions of their employees from <b>September 2024 - February 2025</b>; and</li> </ol>

## ***Section IV. General Conditions of Contract***

### **1. Scope of Contract**

This Contract shall include all such items, although not specifically mentioned, that can be reasonably inferred as being required for its completion as if such items were expressly mentioned herein. All the provisions of RA No. 9184 and its 2016 revised IRR, including the Generic Procurement Manual, and associated issuances, constitute the primary source for the terms and conditions of the Contract, and thus, applicable in contract implementation. Herein clauses shall serve as the secondary source for the terms and conditions of the Contract.

This is without prejudice to Sections 74.1 and 74.2 of the 2016 revised IRR of RA No. 9184 allowing the GPPB to amend the IRR, which shall be applied to all procurement activities, the advertisement, posting, or invitation of which were issued after the effectivity of the said amendment.

Additional requirements for the completion of this Contract shall be provided in the **Special Conditions of Contract (SCC)**.

**2. Advance Payment and Terms of Payment**

- 2.1. Advance payment of the contract amount is provided under Annex "D" of the revised 2016 IRR of RA No. 9184.
- 2.2. The Procuring Entity is allowed to determine the terms of payment on the partial or staggered delivery of the Goods procured, provided such partial payment shall correspond to the value of the goods delivered and accepted in accordance with prevailing accounting and auditing rules and regulations. The terms of payment are indicated in the SCC.

**3. Performance Security**

Within ten (10) calendar days from receipt of the Notice of Award by the Bidder from the Procuring Entity but in no case later than the signing of the Contract by both parties, the successful Bidder shall furnish the performance security in any of the forms prescribed in Section 39 of the 2016 revised IRR of RA No. 9184.

**4. Inspection and Tests**

The Procuring Entity or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Project. In addition to tests in the SCC, **Section VII (Technical Specifications)** shall specify what inspections and/or tests the Procuring Entity requires, and where they are to be conducted. The Procuring Entity shall notify the Supplier in writing, in a timely manner, of the identity of any representatives retained for these purposes.

All reasonable facilities and assistance for the inspection and testing of Goods, including access to drawings and production data, shall be provided by the Supplier to the authorized inspectors at no charge to the Procuring Entity.

**5. Warranty**

- 5.1 In order to assure that manufacturing defects shall be corrected by the Supplier, a warranty shall be required from the Supplier as provided under Section 62.1 of the 2016 revised IRR of RA No. 9184.
- 5.2 The Procuring Entity shall promptly notify the Supplier in writing of any claims arising under this warranty. Upon receipt of such notice, the Supplier shall, repair or replace the defective Goods or parts thereof without cost to the Procuring Entity, pursuant to the Generic Procurement Manual.

**6. Liability of the Supplier**

The Supplier's liability under this Contract shall be as provided by the laws of the Republic of the Philippines.

If the Supplier is a joint venture, all partners to the joint venture shall be jointly and severally liable to the Procuring Entity.

## Section V. Special Conditions of Contract

GCC Clause	
1	<p><i>[List here any additional requirements for the completion of this Contract. The following requirements and the corresponding provisions may be deleted, amended, or retained depending on its applicability to this Contract:]</i></p>
	<p><b>Delivery and Installation and Documents –</b></p> <p>For purposes of the Contract, “EXW,” “FOB,” “FCA,” “CIF,” “CIP,” “DDP” and other trade terms used to describe the obligations of the parties shall have the meanings assigned to them by the current edition of INCOTERMS published by the International Chamber of Commerce, Paris. The Delivery terms of this Contract shall be as follows:</p> <p><i>[For Goods supplied from within the Philippines, state:]</i> The delivery terms applicable to this Contract are “Delivered to <b>PhilHealth Regional Office V, ANST Bldg IV, Benny S. Imperial St., Legazpi City</b>. Risk and title will pass from the Supplier to the Procuring Entity upon receipt and final acceptance of the Goods at their final destination.”</p> <p><b>Delivery and installation of the Goods shall be made by the winning bidder at PhilHealth Regional Office V (PRO V) and PhilHealth Local Health Insurance Offices (LHIOS) as indicated in Section VI (Schedule of Requirements) within thirty (30) calendar days from receipt of the Notice to Proceed. All expenses for the delivery and installation of all items shall be at the expense of the winning bidder. A penalty of one-tenth (1/10) of one percent (1%) of the cost of the delayed goods scheduled for delivery for every day of delay shall be imposed until such goods are finally delivered, installed and accepted by the PHIC or its authorized representatives.</b></p> <p><b>The winning bidder/supplier must provide the description of all items. No partial delivery &amp; installation per distribution.</b></p> <p>For purposes of this Clause the Procuring Entity’s Representative are as follows:</p>

**PRO V - Joseph V. Alba, GSU Head**  
**LHIO Camarines Sur – Annielyn Z. San Pablo, LHIO Head**  
**LHIO Albay – Darlene L. Nuyles, LHIO Head**  
**LHIO Masbate – Norlinda C. Castillo, LHIO Head**  
**LHIO Catanduanes – Maria Zaila B. Romero, LHIO Head**

**Incidental Services –**

The Supplier is required to provide all of the following services, including additional services, if any, specified in Section VI. Schedule of Requirements:

- a. performance or supervision of on-site assembly and/or start-up of the supplied Goods;
- b. furnishing of tools required for assembly and/or maintenance of the supplied Goods;
- c. furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied Goods;
- d. performance or supervision or maintenance and/or repair of the supplied Goods, for a period of time agreed by the parties, provided that this service shall not relieve the Supplier of any warranty obligations under this Contract;
- e. *provide a point person who will be tasked with the supply, delivery and installation if necessary of the purchased items.*
- f. *coordinate with the head of Admin-GSU of PhilHealth Regional Office V at adminss.pro5@philhealth.gov.ph regarding the assistance and other matters after awarding of project in order to facilitate a faster response with the needed support.*

The Contract price for the Goods shall include the prices charged by the Supplier for incidental services and shall not exceed the prevailing rates charged to other parties by the Supplier for similar services.

**Packaging –**

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



Goods' final destination and the absence of heavy handling facilities at all points in transit.

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

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

Name of the Procuring Entity  
Name of the Supplier  
Contact Description  
Final Destination  
Gross Weight  
Any special lifting instructions  
Any relevant HAZCHEM classifications

**Transportation –**

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

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

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

The Procuring Entity accepts no liability for the damage of Goods during transit other than those prescribed by INCOTERMS for DDP deliveries. In the case of Goods supplied from within the Philippines

or supplied by domestic Suppliers risk and title will not be deemed to have passed to the Procuring Entity until their receipt and final acceptance at the final destination.

**Acceptance –**

- 1. PHILHEALTH technical personnel shall review and approve the compatibility of the items supplied with the existing PHILHEALTH CAPEX Office Equipment (Air Conditioning Units). All items mentioned above should be checked by PHILHEALTH and complied by the vendors before the final acceptance and turnover of the project.**
- 2. Should there be any item(s) already accepted but was later found to be defective or non-compliant with the technical specification, the winning bidder must replace said defective supplies or comply with the technical specification within three (3) days from notice from PHILHEALTH Regional Office V Admin-GSU.**

2.1 | **Not allowed**

2.2 | **No partial delivery per distribution**

3 | **Within ten (10) calendar days from receipt of the Notice of Award by the Bidder from the Procuring Entity but in no case later than the signing of the Contract by both parties, the successful Bidder shall furnish the performance security in any of the forms mentioned below:**

<b>Form of Performance Security</b>	<b>Amount of Performance Security (Not less than the required percentage of the Total Contract Price)</b>
a) Cash or cashier's/manager's check issued by a Universal or Commercial Bank.	<b>Goods and Consulting Services – Five percent (5%)</b> <b>Infrastructure Projects – Ten percent (10%)</b>
b) Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, That it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank.	
c) Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security.	<b>Thirty percent (30%)</b>

4	<i>The personnel mentioned as Procuring Entity's Representative and the authorized inspectorate of PhilHealth shall have the right to inspect and/or to test the Goods to confirm their conformity to the Project</i>
5	<p><i>For the After Sales Support, the bidder/supplier should be able to present a certification from the manufacturer, the list of certified service providers in the area. The supplier shall designate a certified service engineer/technician via email and helpdesk phone.</i></p> <p>In order to assure that manufacturing defects shall be corrected by the supplier, a <b>warranty security</b> shall be required from the contract awardee for a minimum period of three (3) months, in the case of Expendable Supplies, or a <b>minimum period of one (1) year, in the case of Non-expendable Supplies</b>, after acceptance by the Procuring Entity of the delivered supplies. The obligation for the warranty shall be covered by either retention money in an amount equivalent to at least one percent (1%) but not to exceed five percent (5%) of every progress payment, or a special bank guarantee equivalent to at least one percent (1%) but not to exceed five percent (5%) of the total contract price. The said amounts shall only be released after the lapse of the warranty period or, in the case of Expendable Supplies, after consumption thereof: Provided, however, That the supplies delivered are free from patent and latent defects and all the conditions imposed under the contract have been fully met.</p>

## **Section VI. Schedule of Requirements**

*[shall be submitted with the Bid]*

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

Lot	Description	Quantity	Distribution	Delivered, Weeks/Months
1	Procurement for the Supply, Delivery and Installation of 1 Lot of Air-Conditioning Units			
	ITEM 1: AIR CON, Split Type, 1.5 HP Inverter Type Wall Mounted Air Conditioning Unit, 220V, 1 phase including installation (labor & materials)	4 Units	LHIO Masbate – 3 PRO V (Day Care Center) – 1	Delivery shall be at PhilHealth Regional Office of V within thirty (30) calendar days from receipt of the winning bidder of the Notice to Proceed. No Partial Delivery as per Distribution.
	ITEM 2: AIR CON, Floor Mounted Type, 4.0 HP/3.0 TR Inverter Type Split Package Air Conditioning Unit, 220V, 1 Phase including installation (labor & materials)	8 Units	PRO V – 1 LHIO CamSur – 1 LHIO Catanduanes – 1 LHIO Albay – 1 LHIO Masbate – 4	
	ITEM 3: AIR CON, Split Type, 2.0 HP Inverter Type Wall Mounted Air Conditioning unit, 220v, 1 phase including installation (labor & materials)	2 Units	PRO V - 2	

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

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

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

\_\_\_\_\_  
Date

## Section VII. Technical Specifications

*[shall be submitted with the Bid]*

Item	Specification	Statement of Compliance
		<p>Bidders must state here either "Comply" or "Not Comply" against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of "Comply" or "Not Comply" must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer's un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. 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.2) and/or</p>

			GCC Clause 2.1(a.2).
<b>1</b>	<b>4-Units Air Conditioner, 1.5 HP</b>		
	Split type	"Yes"	
	<b>Indoor Unit:</b>		
	Brand	"Any"	
	Unit Model	Inverter-using R- 410A, Free Blow	
	Unit Type	Wall mounted Type	
	Nominal Cooling Capacity	17,000 – 19,000 BtuH for 2.0 HP	
	Type of Blower	Centrifugal	
	<b>Electrical Characteristics:</b>		
	a. Voltage	220 V	
	b. Phase	1 ph	
	c. Frequency	60 Hz	
	Type of Control	For Wall Mounted, Ceiling & Cassette Type -Wireless Remote	
	Air Filter	Washable	
	<b>Outdoor Unit</b>		
	Type of Compressor	Scroll/Rotary	
	Refrigerant	R 410A –for Inverter Units	
	Condenser Discharge	Air Horizontal- Flow air discharge is at the front of ACCU. Vertical- Flow air discharge is above of the ACCU.	
	ACCU Fan Type	Propeller	
	ACCU Fan Motor	Totally enclosed	
	Service Valves	Suction & Liquid Lines	
	Safety Controls	High & Low Pressure Controls	
	<b>Electrical Characteristics:</b>		
	a. Voltage	220 V	
	b. Phase	Single (1)phase	
	c. Frequency	60 Hz	
	Warranty	5 years on compressor 2 years on parts 1 year workmanship	
	Electrical Circuit Breaker with 60 amperes- 1ph	"Yes"	
	<b>INCLUDES INSTALLATIONS,</b>	"Yes"	

	<b>LABOR &amp; MATERIALS</b>		
	<b>INSTALLATION:</b>		
	<b>A. Refrigerant Piping</b>		
	1. Copper Pipes	Soft drawn copper pipes, 0.028" wall thickness for 3/4" dia. & below. Hard drawn type M or L for 7/8" dia. & above. Minimum measurement in terms of length of Copper pipes should be at least 25 feet.	
	2. Insulation	Closed cell elastomeric rubber with thickness of 1" for Gas Line & 3/3" for Liquid Line.	
	3. Copper Elbow	Long Radius	
	4. Wrap refrigerant piping w/ polyethylene tape	"Yes"	
	<b>B. Electrical Control Lines</b>		
	1. Conduit		
	a. PVC Electrical conduit from PCU to ACCU	"Yes"	
	b. Liquid Tight Flexible Conduit from ACCU to Service Circuit Breaker. Use Liquid tight fitting connections.	"Yes"	
	c. ACCU Service Circuit Breaker must be Common Trip Bolt-on type for three phase power supply with NEMA 3R enclosure.	"Yes"	
	d. Wires	Stranded THWN of THHN	
	<b>C. Drain Lines</b>		
	1. 1" thickness Sch. 40 PVC pipes for 3.0TR & 5.0 TR air-conditioning units and for ceiling mounted and cassette type of air-conditioning units regardless of cooling capacity	"Yes"	
	2. 3/4" thickness Sch. 40	"Yes"	

	PVC pipes for split wall mounted air-conditioning units not to exceed 20 FT. total length of drain line. Exceeding 20 FT. use 1" thickness Sch. 40 PVC pipes.		
	3. Provide pipe insulations at a minimum of 3/4" thickness for drain line passing inside ceiling and unconditioned space. Provide proper slope on every drain lines.	"Yes"	
	<b>D. Steel Brackets or Mounting</b>		
	1. If applicable, provide steel mounting for FCU at minimum height of 4 inches.	"Yes"	
	2. Provide L-type or base steel mounting support for ACCU, whichever is necessary.	"Yes"	
	3. Material - 1 1/2 " x 1 1/2 " x 3/16" (5mm), thick Angle Steel Bar welded on joints.	"Yes"	
	4. For multiple ACCUs, provide steel platform of suitable thickness and wide. <b>Submit shop drawing of steel platform for approval.</b>	"Yes"	
	5. Fasten steel supports and platforms on walls using suitable grip anchors.	"Yes"	
	6. Apply epoxy primer paint on all steel supports and platforms	"Yes"	
	<b>E. Testing and Commissioning</b>		
	1. Refrigerant pipes should be leak tested using nitrogen gas for a minimum of 24 hrs at 50% more than the operating pressure (1.5 times the operating pressure) but	"Yes"	



	not to exceed 600 psig prior to opening of service valves.		
	2. Dehydration of system using suitable vacuum pump should be done at a minimum of 2 hrs.	"Yes"	
	3. During the start-up of unit, conduct readings on voltage, amperage and system pressures. Readings should be within the norms prescribed by the manufacturer as indicated in the start-up forms	"Yes"	
	4. During the testing & commissioning set the unit thermostat temperature at 22 or 23 degrees C & conduct readings on FCU & ACCU air discharge temp, ambient temp, system pressure readings, unit amperage & line voltage for a min. of 6 hrs.	"Yes"	
-	5. Qualified technician should fill up properly the start up form of every unit by showing all the readings taken during the testing & commissioning.	"Yes"	-
	6. Testing & commissioning should be done in the presence of PhilHealth V representative/s	"Yes"	
	<b>F. Conditions</b>		
	1. Equipment should contain Specification Plate showing the model, cooling capacity, electrical characteristics & other pertinent data for proper verification & checking	"Yes"	
	2. Submit sample of materials to be used in the installation for approval	"Yes"	
	3. Provide pipe supports with equal distances and	"Yes"	

	<i>in orderly manner.</i>		
	4. All installation works shall be done in accordance with the standard engineering practices.	"Yes"	
	5. Provide adequate power supply from source or MDP should there be no available or existing power supply for the unit to be installed. Materials to be used should be the same with that of the Electrical control lines.	"Yes"	
	6. Provide air deflectors for proper discharging of condensed air if necessary.	"Yes"	
	<b>Other Terms and Conditions that will be included in the contract with the Winning Bidder</b>		
	1. After sales maintenance of the Units	"Yes"	
	2. Transfer of Technology	"Yes"	
	3. Notarized Certificate accompanied with proof that the brand being offered has been in the Philippine market for at least fifteen (15) years	"Yes"	
<b>2</b>	<b>8-Units Air Conditioner, 3.0 TR/4HP</b>		
	Floor Mounted Type/Split Type	"Yes"	
	<b>Indoor Unit:</b>		
	Brand	"Any"	
	Model	Inverter- using R-410A, Free-blow	
	Unit Type	Floor mounted	
	Nominal cooling capacity	36,000 BtuH	
	Type of Blower	Centrifugal	
	<b>Electrical Characteristics:</b>		
	a. Voltage	220 V	
	b. Phase	1 pH	

	<i>c. Frequency</i>	<i>60 Hz</i>	
	<i>Type of Control</i>	<i>Digital, w/ built-in timer, temperature control and operation mode</i>	
	<i>Air Filter</i>	<i>Washable</i>	
	<b>Outdoor Unit Model – Air Cooled:</b>		
	<i>Type of Compressor</i>	<i>Scroll/Rotary</i>	
	<i>Refrigerant</i>	<i>R 410A- for Inverter units</i>	
	<i>Condenser Air Discharge</i>	<i>1. Horizontal – flow air discharge is at the front of ACCU</i>	
		<i>2. Vertical – flow air discharge is above of the ACCU</i>	
	<i>ACCU Fan Type</i>	<i>Propeller</i>	
	<i>ACCU Fan Motor</i>	<i>Totally enclosed</i>	
	<i>Service Valves</i>	<i>Suction and liquid lines</i>	
	<i>Safety Controls</i>	<i>High &amp; Low Pressure Controls</i>	
	<i>Electrical Characteristics:</i>		
	<i>a. Voltage</i>	<i>220 V</i>	
	<i>b. Phase</i>	<i>1 pH</i>	
	<i>c. Frequency</i>	<i>60 Hz</i>	
	<i>Warranty</i>	<i>5 years on compressor</i>	
		<i>2 years on parts</i>	
		<i>1 year workmanship</i>	
	<i>Electrical Circuit Breaker with 60 amperes- 1ph</i>	<i>"Yes"</i>	
	<b>INCLUDES DELIVERY &amp; INSTALLATION</b>	<i>"Yes"</i>	
	<b>INSTALLATION</b>		
	<b>A. Refrigerant Piping</b>		
	<i>1. Copper Pipes</i>	<i>Soft drawn copper pipes, 0.028" wall thickness for 3/4" dia. &amp; below. Hard drawn type M or L for 7/8" dia. &amp; above. Minimum measurement in terms of length of Copper pipes should be at least 25 feet.</i>	
	<i>2. Insulation</i>	<i>Closed cell elastomeric</i>	

		rubber with thickness of 1" for Gas Line & 3/3" for Liquid Line.	
	3. Copper Elbow	Long Radius	
	4. Wrap refrigerant piping w/ polyethylene tape	"Yes"	
	<b>B. Electrical Control Lines</b>		
	2. Conduit		
	a. PVC Electrical conduit from PCU to ACCU	"Yes"	
	b. Liquid Tight Flexible Conduit from ACCU to Service Circuit Breaker. Use Liquid tight fitting connections.	"Yes"	
	c. ACCU Service Circuit Breaker must be Common Trip Bolt-on type for three phase power supply with NEMA 3R enclosure	"Yes"	
	d. Wires	Stranded THWN or THHN	
	<b>C. Drain Lines</b>		
	1. 1" thickness Sch. 40 PVC pipes for 3.0TR & 5.0 TR air-conditioning units and for ceiling mounted and cassette type of Airconditioning units regardless of cooling capacity	"Yes"	
	2. 3/4" thickness Sch. 40 PVC pipes for split wall mounted air-conditioning units not to exceed 20 FT. total length of drain line. Exceeding 20 FT, use 1" thickness Sch. 40 PVC pipes.	"Yes"	
	3. Provide pipe insulations at a minimum of 3/4" thickness for drain line	"Yes"	

	passing inside ceiling and unconditioned space. Provide proper slope on drain lines.		
	<b>D. Steel Brackets or Mounting</b>		
	1. If applicable, provide steel mounting for FCU at minimum height of 4 inches.	"Yes"	
	2. Provide L-type or base steel mounting support for ACCU, whichever is necessary.	"Yes"	
	3. Material - 1 1/2" x 1 1/2" x 3/16" (5mm), thick Angle Steel Bar welded on joints.	"Yes"	
	4. For multiple ACCUs, provide steel platform of suitable thickness and wide. Submit shop drawing of steel platform for approval.	"Yes"	
	5. Fasten steel supports and platforms on walls using suitable grip anchors.	"Yes"	
	6. Apply epoxy primer paint on all steel supports and platforms	"Yes"	
	<b>E. Testing and Commissioning</b>		
	1. Refrigerant pipes should be leak tested using nitrogen gas for a minimum of 24 hrs at 50% more than the operating pressure (1.5 times the operating pressure) but not to exceed 600 psig prior to opening of service valves.	"Yes"	
	2. Dehydration of system using suitable vacuum pump should be done at a minimum of 2 hrs.	"Yes"	

	3. During the start-up of unit, conduct readings on voltage, amperage and system pressures. Readings should be within the norms prescribed by the manufacturer as indicated in the start-up forms	"Yes"	
	4. During the testing & commissioning set the unit thermostat temperature at 22 or 23 degrees C & conduct readings on FCU & ACCU air discharge temp, ambient temp, system pressure readings, unit amperage & line voltage for a min. of 6 hrs.	"Yes"	
	5. Qualified technician should fill up properly the start up form of every unit by showing all the readings taken during the testing & commissioning.	"Yes"	
	6. Testing & commissioning should be done in the presence of PhilHealth V representative/s	"Yes"	
	<b>F. Conditions</b>		
	1. Equipment should contain Specification Plate showing the model, cooling capacity, electrical characteristics & other pertinent data for proper verification & checking	"Yes"	
	2. Submit sample of materials to be used in the installation for approval	"Yes"	
	3. Provide pipe supports with equal distances and in orderly manner.	"Yes"	

	4. All installation works shall be done in accordance with the standard engineering practices.	"Yes"	
	5. Provide adequate power supply from source or MDP should there be no available or existing power supply for the unit to be installed. Materials to be used should be the same with that of the Electrical control lines.	"Yes"	
	6. Provide air deflectors for proper discharging of condensed air if necessary.	"Yes"	
	<b>Other Terms and Conditions that will be included in the contract with the Winning Bidder</b>		
-	1. After sales maintenance of the Units	"Yes"	
	2. Transfer of Technology	"Yes"	
-	3. Notarized Certificate accompanied with proof that the brand being offered has been in the Philippine market for at least fifteen (15) years	"Yes"	
<b>3</b>	<b>2-Units Air Conditioner, 2.0 hp</b>		
	Split type	"Yes"	
	Indoor Unit:		
	Brand	"Any"	
	Unit Model	Inverter-using R-410A, Free Blow	
	Unit Type	Wall mounted Type	
	Nominal Cooling Capacity	17,200 to 19,000 BtuH - for 2.0 Hp	
	Type of Blower	Centrifugal	
	<b>Electrical Characteristics:</b>		
	d. Voltage	220 V	
	e. Phase	1 ph	
	f. Frequency	60 Hz	

	Type of Control	For Wall Mounted, Ceiling & Cassette Type -Wireless Remote	
	Air Filter	Washable	
	<b>Outdoor Unit- Air Cooled:</b>		
	Type of Compressor	Scroll/Rotary	
	Refrigerant	R 410A -for Inverter Units	
	Condenser Air Discharge	Horizontal- Flow air discharge is at the front of ACCU.	
		3. Vertical- Flow air discharge is above of the ACCU.	
	ACCU Fan Type	Propeller	
	ACCU Fan Motor	Totally enclosed	
	Service Valves	Suction & Liquid Lines	
	Safety Controls	High & Low Pressure Controls	
	Electrical Characteristics:		
	d. Voltage	220 V	
	e. Phase	Single (1) phase	
	f. Frequency	60 Hz	
	Warranty	5 years on compressor 2 years on parts 1 year workmanship	
	Includes Electrical Circuit Breaker with 60 amperes- 1Ph	"Yes"	
	<b>INCLUDES INSTALLATIONS, LABOR &amp; MATERIALS</b>	"Yes"	
	<b>INSTALLATION:</b>		
	<b>A. Refrigerant Piping</b>		
	1. Copper Pipes	Soft drawn copper pipes, 0.028" wall thickness for 3/4" dia. & below. Hard drawn type M or L for 7/8" dia. & above. Minimum measurement in terms of length of Copper pipes should be at least 25 feet.	



	2. Insulation	Closed cell elastomeric rubber with thickness of 1" for Gas Line & 3/3" for Liquid Line.	
	3. Copper Elbow	Long Radius	
	4. Wrap refrigerant piping w/ polyethylene tape	"Yes"	
	<b>B. Electrical Control Lines</b>		
	2. Conduit		
	a. PVC Electrical conduit from PCU to ACCU	"Yes"	
	b. Liquid Tight Flexible Conduit from ACCU to Service Circuit Breaker. Use Liquid tight fitting connections.	"Yes"	
	c. ACCU Service Circuit Breaker must be Common Trip Bolt-on type for three phase power supply with NEMA 3R enclosure.	"Yes"	
	d. Wires	Stranded THWN or THHN	
	<b>C. Drain Lines</b>		
	1. 1" thickness Sch. 40 PVC pipes for 3.0TR & 5.0 TR air-conditioning units and for ceiling mounted and cassette type of air-conditioning units regardless of cooling capacity	"Yes"	
	2. 3/4" thickness Sch. 40 PVC pipes for split wall mounted air-conditioning units not to exceed 20 FT. total length of drain line. Exceeding 20 FT. use 1" thickness Sch. 40 PVC pipes.	"Yes"	
	3. Provide pipe insulations at a minimum of 3/4" thickness for drain line	"Yes"	

	passing inside ceiling and unconditioned space. Provide proper slope on every drain lines.		
	<b>D. Steel Brackets or Mounting</b>		
	1. If applicable, provide steel mounting for FCU at minimum height of 4 inches.	"Yes"	
	2. Provide L-type or base steel mounting support for ACCU, whichever is necessary.	"Yes"	
	3. Material - 1 1/2 " x 1 1/2 " x 3/16" (5mm), thick Angle Steel Bar welded on joints.	"Yes"	
	4. For multiple ACCUs, provide steel platform of suitable thickness and wide. <b>Submit shop drawing of steel platform for approval.</b>	"Yes"	
	5. Fasten steel supports and platforms on walls using suitable grip anchors.	"Yes"	
	6. Apply epoxy primer paint on all steel supports and platforms	"Yes"	
	<b>E. Testing and Commissioning</b>		
	1. Refrigerant pipes should be leak tested using nitrogen gas for a minimum of 24 hrs at 50% more than the operating pressure (1.5 times the operating pressure) but not to exceed 600 psig prior to opening of service valves.	"Yes"	
	2. Dehydration of system using suitable vacuum pump should be done at a minimum of 2 hrs.	"Yes"	

	3. During the start-up of unit, conduct readings on voltage, amperage and system pressures. Readings should be within the norms prescribed by the manufacturer as indicated in the start-up forms	"Yes"	
	4. During the testing & commissioning set the unit thermostat temperature at 22 or 23 degrees C & conduct readings on FCU & ACCU air discharge temp, ambient temp, system pressure readings, unit amperage & line voltage for a min. of 6 hrs.	"Yes"	
	5. Qualified technician should fill up properly the start up form of every unit by showing all the readings taken during the testing & commissioning.	"Yes"	
	6. Testing & commissioning should be done in the presence of PhilHealth V representative/s	"Yes"	
	<b>F. Conditions</b>		
	1. Equipment should contain Specification Plate showing the model, cooling capacity, electrical characteristics & other pertinent data for proper verification & checking	"Yes"	
	2. Submit sample of materials to be used in the installation for approval	"Yes"	
	3. Provide pipe supports with equal distances and in orderly manner.	"Yes"	
	4. All installation works	"Yes"	

	shall be done in accordance with the standard engineering practices.		
	5. Provide adequate power supply from source or MDP should there be no available or existing power supply for the unit to be installed. Materials to be used should be the same with that of the Electrical control lines.	"Yes"	
	6. Provide air deflectors for proper discharging of condensed air if necessary.	"Yes"	
	<b>Other Terms and Conditions that will be included in the contract with the Winning Bidder</b>		
	1. After sales maintenance of the Units	"Yes"	
	2. Transfer of Technology	"Yes"	
	3. Notarized Certificate accompanied with proof that the brand being offered has been in the Philippine market for at least fifteen (15) years	"Yes"	
	Item 1. LHIO Masbate – 3, PRO (Day Care Center (1)	"Yes"	
	Item 2. PRO -1, LHIO Cam Sur – 1, LHIO Catanduanes -1, LHIO Albay -1, LHIO Masbate – 4	"Yes"	
	Item 3. PRO	"Yes"	

I hereby certify to comply with all the above Technical Specifications

Name of Company/Bidder

Signature over Printed Name of Authorized Representative

Date

## **TERMS AND CONDITIONS**

### **I. Project Description**

PHIC needs to acquire various CAPEX Office Equipment (Air Conditioning Units) with specifications that will be responsive and supportive to the functions and operations and less costly to the Corporation.

CAPEX Office Equipment (Air Conditioning Units) will be used for providing a conducive working environment while operations, administrative and clerical works are ongoing by different Division, LHIO and Section of Phil Health Regional Office 5.

The general specifications of the Various CAPEX Office Equipment (Air Conditioning Units) are expressed in functional terms in addressing the need of our Corporation. The specifications also provided sufficient information that is both cost-effective and appropriate as solutions for the needs of the Corporation.

### **II. Approved Budget for the Contract**

The approved budget for the contract to be bid is as follows:

ITEM	QTY.	UNIT	Description	Amount
1	4	Unit	AIR CON, Split Type, 1.5 HP Inverter Type Wall Mounted Air Conditioning Unit, 220V, 1 phase including installation (labor & materials)	P 1,231,519.80
2	8	Unit	AIR CON, Floor Mounted Type, 4.0 HP/3.0 TR Inverter Type Split Package Air conditioning unit, 220V, 1 phase including installation (labor & materials)	
3	2	Unit	AIR CON, Split Type, 2.0 HP Inverter Type Wall Mounted air conditioning unit, 220v, 1 phase including installation (labor & materials)	
<b>TOTAL</b>				<b>P1,231,519.80</b>

### **III. SUPPLY AND DELIVERY**

- 3.1 The delivery period to PHIC office shall be thirty days (30) calendar days upon the issuance of Notice to Proceed. All expenses for the delivery of all items shall be at the expense of the winning bidder. A penalty of one-tenth (1/10) of one percent (1%) of the cost of the delayed goods scheduled for delivery for every day of delay shall be

imposed until such goods are finally delivered and accepted by the PHIC or authorized representatives.

- 3.2 The winning bidder/supplier must provide the description of all items and a Notarized Certificate accompanied with proof that the brand being offered has been in the Philippine market for at least fifteen (15) or twenty (20) years. No partial delivery per distribution.
- 3.3 Implementation will immediately commence upon the receipt of **Notice to Proceed**. The winning bidder/supplier shall deliver the Air Conditioning Units to PhilHealth Regional Office V.

#### **IV. TECHNICAL ASSISTANCE**

- 4.1 The winning bidder/supplier must provide a point person who will be tasked with the supply and delivery if necessary of the purchased items.
- 4.2 The winning bidder/supplier should coordinate with the Head of Admin-GSU of PhilHealth Regional Office V at adminss.pro5@philhealth.gov.ph regarding the assistance and other matters after awarding of project in order to facilitate a faster response with the needed support.

#### **V. WARRANTY AND AFTER SALES SUPPORT**

For the After Sales Support, the bidder/supplier should be able to present a certification from the manufacturer, the list of certified service providers in the area. The supplier shall designate a certified service engineer/technician via email and helpdesk phone.

#### **VI. ACCEPTANCE**

- 6.1 PHILHEALTH technical personnel shall review and approve the compatibility of the items supplied with the existing PHILHEALTH CAPEX Office Equipment (Air Conditioning Units). All items mentioned above should be checked by PHILHEALTH and complied by the vendors before the final acceptance and turnover of the project.
- 6.2 Should there be any item(s) already accepted but was later found to be defective or non-compliant with the technical specification, the winning bidder must replace said defective supplies or comply with the technical specification within three (3) days from notice from PHILHEALTH Regional Office V Admin-GSU.

#### **VII. DELIVERY ADDRESSES AND DATE**

The winning bidder/supplier must deliver the CAPEX Office Equipment (Air Conditioning Units) within thirty (30) calendar days after the acceptance of Notice to Proceed. All supplies should be delivered to PHILHEALTH REGIONAL OFFICE V, ANST Building VI, Benny S. Imperial St., Alternate Road, Legazpi City unless otherwise specified.

## **Section VIII. Checklist of Technical and Financial Documents**

<b>I. TECHNICAL COMPONENT ENVELOPE</b>	
<i>Class "A" Documents</i>	
<u>Legal Documents</u>	
<input type="checkbox"/>	(a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages); <b>Or</b>
<input type="checkbox"/>	(b) Registration certificate from Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives or its equivalent document, <b>And</b>
<input type="checkbox"/>	(c) Mayor's or Business permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas; <b>And</b>
<input type="checkbox"/>	(d) Tax clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).
<u>Technical Documents</u>	
<input type="checkbox"/>	(e) Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid; <b>and</b>
<input type="checkbox"/>	(f) Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Sections 23.4.1.3 and 23.4.2.4 of the 2016 revised IRR of RA No. 9184, within the relevant period as provided in the Bidding Documents; <b>and</b>
<input type="checkbox"/>	(g) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission; <b>or</b> Original copy of Notarized Bid Securing Declaration; <b>and</b>
<input type="checkbox"/>	(h) Conformity with the Technical Specifications, which may include production/delivery schedule, manpower requirements, and/or after-sales/parts, if applicable; <b>and</b>
<input type="checkbox"/>	(i) Original duly signed Omnibus Sworn Statement (OSS); <b>and</b> if applicable, Original Notarized Secretary's Certificate in case of

	a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.
<b><u>Financial Documents</u></b>	
<input type="checkbox"/>	(j) The Supplier's audited financial statements, showing, among others, the Supplier's total and current assets and liabilities, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission; <b>and</b>
<input type="checkbox"/>	(k) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC); <b>or</b> A committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation.
<b><u>Class "B" Documents</u></b>	
<input type="checkbox"/>	(l) If applicable, a duly signed joint venture agreement (JVA) in case the joint venture is already in existence; <b>or</b> duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.
<b>II. FINANCIAL COMPONENT ENVELOPE</b>	
<input type="checkbox"/>	(m) Original of duly signed and accomplished Financial Bid Form; <b>and</b>
<input type="checkbox"/>	(n) Original of duly signed and accomplished Price Schedule(s)
<b><u>Other documentary requirements under RA No. 9184 (as applicable)</u></b>	
<input type="checkbox"/>	(o) <i>[For foreign bidders claiming by reason of their country's extension of reciprocal rights to Filipinos]</i> Certification from the relevant government office of their country stating that Filipinos are allowed to participate in government procurement activities for the same item or product.
<input type="checkbox"/>	(p) Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.



## REQUIRED FORMS AND TEMPLATES

### **Statement of All On-Going Government and Private Contracts, Including Contracts Awarded but not yet Started, if any *[shall be submitted with the Bid]***

[Date]

RONALD E. SANTELICES, M.D.  
BAC Chairperson  
PhilHealth Regional Office V  
Legazpi City

Dear Sir:

In compliance with the eligibility requirements for the bidding of the *Procurement for the Supply, Delivery and Installation of 1 Lot of Air-Conditioning Units (PBPROV-2025-01-GS)*, this is to certify that [name and complete address of Bidder] has the following on-going government and private contracts. [including contracts awarded but not yet started]:

Tab No.	Name of Contract	Date of Contract	Amount of Contract	Contract Duration	Owner's Name and Address	Kind of Goods	Total Contract Value at Award (in PHP)	[Estimated] Date of Completion	Value of Outstanding Works, applicable if (in PHP)

Yours sincerely,

[Signature over printed name of Authorized Representative]  
[Title]  
[Name of Company]

**Note:** This statement shall be supported by any of the following:  
1. Contract  
2. Notice of Award  
3. Notice to Proceed

**Statement of Single Largest Completed Contract (SLCC)**  
***[shall be submitted with the Bid]***

[Date]

RONALD E. SANTELICES, M.D.  
BAC Chairperson  
PhilHealth Regional Office V  
Legazpi City

Dear Sir:

In compliance with the eligibility requirements for the bidding of the ***Procurement for the Supply, Delivery and Installation of 1 Lot of Air-Conditioning Units (PBPROV-2025-01-GS)***, this is to certify that ***[name and complete address of Bidder]*** has the following completed government and private contracts:

Tab No.	Name of Completed Contract	Date of Contract	Contract Duration	Amount of Contract	Owner's Name and Address	Definition or Description of the Similar project or major categories of work	Date of Completion	Supporting Documents submitted (End-User's Acceptance or Official Receipt(s) or Sales Invoice

Yours sincerely,

[Signature over printed name of Authorized Representative]  
[Title]  
[Name of Company]

**Note:** This statement shall be supported by the end-user's acceptance or Official Receipt(s) or Sales Invoice. These supporting documents shall be numbered and tabbed in the same sequence as the list of contracts appears in this statement.

### **Bid Securing Declaration Form**

*[shall be submitted with the Bid if bidder opts to provide this form of bid security]*

REPUBLIC OF THE PHILIPPINES)

CITY OF \_\_\_\_\_ ) S.S.

#### **BID SECURING DECLARATION**

**Project Identification No.: [Insert number]**

To: PhilHealth Regional Office V  
Legazpi City

I/We, the undersigned, declare that:

1. I/We understand that, according to your conditions, bids must be supported by a Bid Security, which may be in the form of a Bid Securing Declaration.
2. I/We accept that: (a) I/we will be automatically disqualified from bidding for any procurement contract with any procuring entity for a period of two (2) years upon receipt of your Blacklisting Order; and, (b) I/we will pay the applicable fine provided under Section 6 of the Guidelines on the Use of Bid Securing Declaration, within fifteen (15) days from receipt of the written demand by the procuring entity for the commission of acts resulting to the enforcement of the bid securing declaration under Sections 23.1(b), 34.2, 40.1 and 69.1, except 69.1(f), of the IRR of RA No. 9184; without prejudice to other legal action the government may undertake.
3. I/We understand that this Bid Securing Declaration shall cease to be valid on the following circumstances:
  - a. Upon expiration of the bid validity period, or any extension thereof pursuant to your request;
  - b. I am/we are declared ineligible or post-disqualified upon receipt of your notice to such effect, and (i) I/we failed to timely file a request for reconsideration or (ii) I/we filed a waiver to avail of said right; and
  - c. I am/we are declared the bidder with the Lowest Calculated Responsive Bid, and I/we have furnished the performance security and signed the Contract.

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

[Insert NAME OF BIDDER OR ITS  
AUTHORIZED REPRESENTATIVE]  
[Insert signatory's legal capacity]  
Affiant

**[Jurat]**

*[Format shall be based on the latest Rules on Notarial Practice]*

## Omnibus Sworn Statement (Revised)

*[shall be submitted with the Bid]*

REPUBLIC OF THE PHILIPPINES )  
CITY/MUNICIPALITY OF \_\_\_\_\_ ) S.S.

### AFFIDAVIT

I, [Name of Affiant], of legal age, [Civil Status], [Nationality], and residing at [Address of Affiant], after having been duly sworn in accordance with law, do hereby depose and state that:

1. *[Select one, delete the other:]*

*[If a sole proprietorship:]* I am the sole proprietor or authorized representative of [Name of Bidder] with office address at [address of Bidder];

*[If a partnership, corporation, cooperative, or joint venture:]* I am the duly authorized and designated representative of [Name of Bidder] with office address at [address of Bidder];

2. *[Select one, delete the other:]*

*[If a sole proprietorship:]* As the owner and sole proprietor, or authorized representative of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached duly notarized Special Power of Attorney;

*[If a partnership, corporation, cooperative, or joint venture:]* I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];

3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. *[Select one, delete the rest:]*

*[If a sole proprietorship:]* The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

*[If a partnership or cooperative:]* None of the officers and members of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

*[If a corporation or joint venture:]* None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. *[Name of Bidder]* complies with existing labor laws and standards; and
8. *[Name of Bidder]* is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
  - a. Carefully examining all of the Bidding Documents;
  - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
  - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
  - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.
9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.
10. In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.

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

*[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]*

*[Insert signatory's legal capacity]*  
Affiant

*[Jurat]*

*[Format shall be based on the latest Rules on Notarial Practice]*

Name of the Procuring Entity: PHILHEALTH REGIONAL OFFICE V  
5329

Tel. No. 052-8205538 local

Project Reference Number: PBROV-2025-01-GS

Name of the Project: Procurement for the Supply, Delivery and Installation of 1 Lot of Air-Conditioning Units

Location of the Project: Legazpi City

Standard Form Number: SF-GOOD-14

Revised on: May 24, 2004

### FINANCIAL DOCUMENTS FOR ELIGIBILITY CHECK

- A. Summary of the Applicant Supplier's/Distributor's/Manufacturer's assets and liabilities on the basis of the attached income tax return and audited financial statement, stamped "RECEIVED" by the Bureau of Internal Revenue or BIR authorized collecting agent, for the immediately preceding year and a certified copy of Schedule of Fixed Assets particularly the list of equipment.

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

- B. The Net Financial Contracting Capacity (NFCC) based on the above data is computed as follows:

- NFCC = K (current asset – current liabilities) minus value of all outstanding works under ongoing contracts including awarded contracts yet to be started

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

K = 15

or

Commitment from a licensed bank to extend to it a credit line if awarded the contract or a cash deposit certificate in the amount of at least 10% of the proposed project to bid.

Name of Bank: \_\_\_\_\_ Amount: \_\_\_\_\_

Herewith attached are certified true copies of the income tax return and audited financial statement: stamped "RECEIVED" by the BIR or BIR authorized collecting agent for the immediately preceding year and the cash deposit certificate or certificate of commitment from a licensed bank to extend a credit line.

Submitted by:

\_\_\_\_\_  
Name of Supplier / Distributor / Manufacturer

\_\_\_\_\_  
Signature of Authorized Representative

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

NOTE:

1. If Partnership or Joint Venture, each Partner or Member Firm of Joint Venture shall submit the above requirements.

Name of the Procuring Entity: PHILHEALTH REGIONAL OFFICE V  
5329

Tel. No. 052-8205538 local

Project Reference Number: PBROV-2023-01-GS

Name of the Project: Procurement for the Supply, Delivery and Installation of 1 Lot of Air-Conditioning Units

Location of the Project: Legazpi City

Standard Form Number: SF-GOOD-15

Revised on: May 24, 2004

CREDIT LINE CERTIFICATE

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

ALBERTO C. MANDURIAO

Regional Vice-President

PhilHealth Regional Office V

ANST Bldg., Benny S. Imperial St., Legazpi City

CONTRACT/PROJECT	:	_____
COMPANY/FIRM	:	_____
ADDRESS	:	_____
BANK/FINANCING INSTITUTION	:	_____
ADDRESS	:	_____
AMOUNT	:	_____

This is to certify that the above Bank/Financing Institution with business address indicated above, commits to provide the <Supplier/Distributor/Manufacturer/Contractor>, if awarded the above-mentioned Contract, a credit line in the amount specified above which shall be exclusively used to finance the performance of the above-mentioned contract subject to our terms, conditions and requirements.

The credit line shall be available within fifteen (15) calendar days after receipt by the <Supplier/Distributor/Manufacturer/Contractor> of the Notice of Award and such line of credit shall be maintained until the project is completed by the Contractor.

This Certification is being issued in favor of said <Supplier/Distributor/Manufacturer/Contractor> in connection with the bidding requirement of (Name of the Procuring Entity) for the above-mentioned Contract. We are aware that any false statements issued by us make us liable for perjury.

Name and Signature of Authorized	
Financing Institution Officer	:
Official Designation	:

Concurred By:

Name & Signature of <u>&lt;Supplier/Distributor/Manufacturer/Contractor&gt;</u> 's	
Authorized Representative	:
Official Designation	:

Note:

*The amount committed should be machine validated*

**ACKNOWLEDGEMENT**

SUBSCRIBED AND SWORN to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_ affiant  
exhibited to me his/her Community Tax Certificate No. \_\_\_\_\_ issued on \_\_\_\_\_ at  
\_\_\_\_\_, Philippines.

(Notary Public)

Until \_\_\_\_\_  
PTR No. \_\_\_\_\_  
Date \_\_\_\_\_  
Place \_\_\_\_\_  
TIN \_\_\_\_\_

Doc. No. \_\_\_\_\_  
Page No. \_\_\_\_\_  
Book No. \_\_\_\_\_  
Series of \_\_\_\_\_



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

Name of Bidder \_\_\_\_\_ Project ID No. \_\_\_\_\_ Page \_\_\_\_\_ of \_\_\_\_\_

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

## Bid Form for the Procurement of Goods

*[shall be submitted with the Bid]*

### BID FORM

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

Project Identification No. : **PBPROV-2025-01-GS**

Project Name: **Procurement for the Supply, Delivery and Installation of 1 Lot of Air-Conditioning Units**

To: *PhilHealth Regional Office V*

*ANST Bldg., Benny S. Imperial St., Legazpi City*

Having examined the Philippine Bidding Documents (PBDs) including the Supplemental or Bid Bulletin Numbers *[insert numbers]*, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to *[supply/deliver/perform]* *[description of the Goods]* in conformity with the said PBDs for the sum of *[total Bid amount in words and figures]* or the total calculated bid price, as evaluated and corrected for computational errors, and other bid modifications in accordance with the Price Schedules attached herewith and made part of this Bid. The total bid price includes the cost of all taxes, such as, but not limited to: *[specify the applicable taxes, e.g. (i) value added tax (VAT), (ii) income tax, (iii) local taxes, and (iv) other fiscal levies and duties]*, which are itemized herein or in the Price Schedules,

If our Bid is accepted, we undertake:

- a. to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements of the Philippine Bidding Documents (PBDs);
- b. to provide a performance security in the form, amounts, and within the times prescribed in the PBDs;
- c. to abide by the Bid Validity Period specified in the PBDs and it shall remain binding upon us at any time before the expiration of that period.

*[Insert this paragraph if Foreign-Assisted Project with the Development Partner:]*

Commissions or gratuities, if any, paid or to be paid by us to agents relating to this Bid, and to contract execution if we are awarded the contract, are listed below:

Name and address Amount and Purpose of  
Of agent Currency Commission or gratuity

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*(if none, state "None")* ]

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your Notice of Award, shall be binding upon us.

We understand that you are not bound to accept the Lowest Calculated Bid or any Bid you may receive.

We certify/confirm that we comply with the eligibility requirements pursuant to the PBDs.

The undersigned is authorized to submit the bid on behalf of *[name of the bidder]* as evidenced by the attached *[state the written authority]*.

We acknowledge that failure to sign each and every page of this Bid Form, including the attached Schedule of Prices, shall be a ground for the rejection of our bid.

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

Legal capacity: \_\_\_\_\_

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

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

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

Republic of the Philippines



Government Procurement Policy Board