

**INVITATION FOR NEGOTIATED PROCUREMENT  
DUE TO TWO-FAILED BIDDINGS  
INP No. 2025-NP2FB-01**

**Procurement of Meals for the Conduct of Konsulta Service  
Delivery Caravan and Multisectoral Alaga Ka with Konsulta  
Orientation, Registration and FPE**

1. The PhilHealth Regional Office IVA intends to procure for the **Procurement of Meals for the Conduct of Konsulta Service Delivery Caravan and Multisectoral Alaga Ka with Konsulta Orientation, Registration and FPE** with an Approved Budget for the Contract (ABC) of **One Million Four Hundred Eighty-Two Thousand One Hundred Pesos only (₱ 1,482,100.00)**.

| Lot No. | Item Description | Qty       | ABC            |
|---------|------------------|-----------|----------------|
| 1       | Meals            | 3,347 pax | P 1,482,100.00 |

2. PRO IVA, through its Bids and Awards Committee (BAC), invites technically, legally, and financially capable suppliers for the said project.
3. The procurement procedure for this requirement is Negotiated Procurement pursuant to Section 53.1 of the Revised Implementing Rules and Regulations (IRR) of Republic Act (R.A.) No. 9184, otherwise known as the "Government Procurement Reform Act", including Annex H thereof.

The BAC will engage in negotiations with at least three (3) suppliers to ensure effective competition. **The selection of the successful offer shall be based on the best and final offer that will be submitted on the specified date shown below, and which would meet the minimum technical specifications required.**

4. Interested Bidders may obtain further information from the BAC Secretariat at the address given below from May 9, 2025 (8:00AM to 5:00 PM) until June 4, 2025 (8:00AM to 9:30 AM).
5. The schedule of bidding activities as follows:

| Activities   | Schedule   | Venue  |
|--|--|--|
| Issuance and availability of Negotiation Documents | <b>May 9, 2025</b> (8:00AM to 5:00 PM) until <b>June 4, 2025</b> (8:00AM to 9:30 AM) | PhilHealth Regional Office IVA                           |
| Conduct of Negotiation                             | <b>May 21, 2025; 11:00 AM</b>  | Via MS Teams/<br>PRO IVA<br>Conference/<br>Training Room |

|  |                                |  |
|--|--------------------------------|--|
| Deadline for the Submission of Negotiation Documents (Technical and Financial Documents) | <b>June 4, 2025</b><br>9:30 AM |  |
| Opening of Negotiation Documents (Technical and Financial Documents)                     | <b>June 4, 2025</b><br>9:30 AM | Via MS Teams/<br>PRO IVA<br>Conference/<br>Training Room |

6. Interested bidders shall submit the following documents in sealed envelopes, labeled as “Negotiated Documents”, with the title of the procurement project, name of the bidder, address of the bidder, and contact details of the bidder, addressed to the undersigned:

#### **TECHNICAL DOCUMENTS**

##### *Eligibility documents*

- Valid PhilGEPS Registration Certificate (Platinum Membership) in accordance with Section 8.5.2 of the IRR;
- Compliance with Technical Specifications (**Annex I**);
- Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission or Original copy of Notarized Bid Securing Declaration (**Annex II**);
- Omnibus Sworn Statement using the form prescribed (**Annex III**);
- Proof of PhilHealth remittance for April 2025;
- Copy of Sanitary Permit to Operate.

#### **FINANCIAL DOCUMENTS**

##### ***Quotation Form (Annex IV) and Price Schedule (Annex V)***

- The bid and bid security shall be valid until October 1, 2025. Any bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.
- PRO IVA reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 Revised IRR, without incurring liability to the affected bidder or bidders.

For further information, please refer to:

PRO IVA SBAC  
Lucena Grand Central Terminal Brgy. Ilayang Dupay Lucena City  
Email Address: bac.pro4a@philhealth.gov.ph  
Tel. No.: (042) 373-7782  
Fax No.: (042) 373-7056

  
**ATTY. JIANDRA CARMELA P. PANGANIBAN**  
Chairperson  
PRO IVA BAC

## ANNEXES

### ANNEX I

#### TECHNICAL SPECIFICATIONS

*[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 Bidder's 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 applicable laws and issuances.]*

| Lot | Specification   | Statement of Compliance<br>(Comply / Not Comply) |
|-----|---|--|
| 1   | <ol style="list-style-type: none"><li>Meals for 3,347 pax for the following Marketing Activities of LHIO Dasmariñas for Konsulta Service Delivery Caravan and Multisectoral Alaga Ka with Konsulta Orientation, Registration and First Patient Encounter which consists of the following:<ul style="list-style-type: none"><li>● AM Snacks - Crispy Chicken Sandwich (fillet); Drinks, Flavored, minimum of 230ml</li><li>● Lunch - Rice; 3 viands (pork, chicken, vegetable); Dessert; Drinks, bottled water, minimum of 330ml</li></ul></li><li>Supplier must be engaged in a food business for at least two (2) years.</li><li>Supplier's registered business address must be within the Province of Cavite to ensure freshness of foods to be delivered.</li><li>Supplier must have valid business and sanitary permit, registered with PhilHealth and with latest contribution, with valid Tax Clearance from BIR.</li><li>Supplier must provide foods (Snacks and Lunch) that are freshly cooked and prepared on the day of activity.</li><li>Supplier must use eco-friendly packaging and/or utensils.</li></ol> |  |

7. The Supplier shall be requested for kitchen inspection during food tasting for PhilHealth to determine whether the meals to be served in Caravans have passed the standards. The supplier shall be notified by the representatives from the End-user and TWG during post-qualification. The Supplier shall obtain an overall rating of at least 90% based on the following criteria for selection:

| <b>Standard:</b>                                 |                   |
|--|-------------------|
| <b>Criteria</b>                                  | <b>Percentage</b> |
| Taste and Quality of Food                        | 40%               |
| Serving Size/ Balanced Menu/Complimentary Dishes | 35%               |
| Food Variety / Options                           | 10%               |
| Kitchen Cleanliness                              | 15%               |
| <b>TOTAL</b>                                     | <b>100%</b>       |

Rating of less than 90% shall be subject for post-disqualification.

8. Payment will be processed within 15 days upon receipt of billing statement from the supplier after each activity stated in this Technical Specifications.

9. Tentative schedules:

4<sup>th</sup> week of July 2025; 545 pax

Conduct of Konsulta Service Delivery Caravan within LGU Bacoar

Am Snack

- Crispy Chicken Sandwich (fillet)
- Drinks, Flavored, minimum of 230ml

Lunch

- Rice,
- 3 viands (pork, chicken, vegetable)
- Dessert
- Drinks, bottled water, minimum of 330ml

5<sup>th</sup> week of July 2025; 545 pax

Conduct of Konsulta Service Delivery Caravan within LGU Dasmariñas

Am Snack

- Crispy Chicken Sandwich (fillet)
- Drinks, Flavored, minimum of 230ml

Lunch

- Rice,
- 3 viands (pork, chicken, vegetable)
- Dessert
- Drinks, bottled water, minimum of 330ml

|  |  |  |
|--|--|--|
|  | <p>3<sup>rd</sup> week of August 2025; 428 pax<br/>Conduct of Multisectoral Alaga Ka with Konsulta Orientation, Registration and FPE within LGU Rosario</p> <p><u>Lunch</u></p> <ul style="list-style-type: none"> <li>- Rice,</li> <li>- 3 viands (pork, chicken, vegetable)</li> <li>- Dessert</li> <li>- Drinks, bottled water, minimum of 330ml</li> </ul> <p>4<sup>th</sup> week of August 2025; 545 pax<br/>Conduct of Konsulta Service Delivery Caravan within LGU Imus</p> <p><u>Am Snack</u></p> <ul style="list-style-type: none"> <li>- Crispy Chicken Sandwich (fillet)</li> <li>- Drinks, Flavored, minimum of 230ml</li> </ul> <p><u>Lunch</u></p> <ul style="list-style-type: none"> <li>- Rice,</li> <li>- 3 viands (pork, chicken, vegetable)</li> <li>- Dessert</li> <li>- Drinks, bottled water, minimum of 330ml</li> </ul> <p>2<sup>nd</sup> week of September 2025; 428 pax<br/>Conduct of Multisectoral Alaga Ka with Konsulta Orientation, Registration and FPE within LGU Noveleta</p> <p><u>Lunch</u></p> <ul style="list-style-type: none"> <li>- Rice,</li> <li>- 3 viands (pork, chicken, vegetable)</li> <li>- Dessert</li> <li>- Drinks, bottled water, minimum of 330ml</li> </ul> <p>3<sup>rd</sup> week of September 2025; 428 pax<br/>Conduct of Multisectoral Alaga Ka with Konsulta Orientation, Registration and FPE within LGU Kawit</p> <p><u>Lunch</u></p> <ul style="list-style-type: none"> <li>- Rice,</li> <li>- 3 viands (pork, chicken, vegetable)</li> <li>- Dessert</li> <li>- Drinks, bottled water, minimum of 330ml</li> </ul> <p>4<sup>th</sup> week of September 2025; 428 pax<br/>Conduct of Multisectoral Alaga Ka with Konsulta Orientation, Registration and FPE within LGU Cavite City</p> <p><u>Lunch</u></p> <ul style="list-style-type: none"> <li>- Rice,</li> <li>- 3 viands (pork, chicken, vegetable)</li> <li>- Dessert</li> <li>- Drinks, bottled water, minimum of 330ml</li> </ul> |  |
|--|--|--|

|  |  |  |
|--|--|--|
|  | <p>10. Schedule/conduct of activity is 1 day only and will depend on the availability of the stakeholders and venue within the target conduct date.</p> <p>11. Final date and place of delivery will be provided by LHIO Dasmariñas at least a month before conduct of activity.</p> <p>12. Chosen menu shall be provided by the End-user at least 10 days before the actual date of activity.</p> |  |
|--|--|--|

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

Name of Company \_\_\_\_\_

\_\_\_\_\_  
Signature over printed Name of representative

\_\_\_\_\_  
Date

✓ ✓ ✓ ✓

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

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:
- Carefully examining all of the Bidding Documents;
  - Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
  - Making an estimate of the facilities available and needed for the contract to be bid, if any; and
  - 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]*

## QUOTATION FORM

Date : \_\_\_\_\_  
Project Identification No. : \_\_\_\_\_

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

Having examined the Negotiated Procurement Documents including the 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 Negotiated Procurement Documents 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 Quotation.

If our quotation is accepted, we undertake:

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

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 of agent | Amount and<br>Currency | Purpose of<br>Commission or gratuity |
|---------------------------|------------------------|--------------------------------------|
| _____                     | _____                  | _____                                |
| _____                     | _____                  | _____                                |
| _____                     | _____                  | _____                                |
| (if none, state "None")   |                        |                                      |

\_\_\_\_\_  
**Signature**

Until a formal Contract is prepared and executed, this proposal, 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 Quotation or any Quotation you may receive.

We certify/confirm that we comply with the eligibility requirements pursuant to the Negotiated Procurement Documents.

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 Quotation 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: \_\_\_\_\_

Name of Bidder\_\_\_\_\_Project ID No.\_\_\_\_Page\_\_ of\_\_

[illegible]

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