

MINUTES OF THE PRE-BID CONFERENCE
16 July 2026 @ 9:00 am
Public Bidding VMC No. 2026-061
SUPPLY AND DELIVERY OF CARBETOCIN 100 MCG/ML, 1 ML (FAILED ITEM)

Present during the meeting were as follows:

BIDS & AWARDS COMMITTEE:

Mr. Edsel S. Martin – Chairperson
Ms. Shirlene V. Vianzon – Vice-Chairperson
Dr. Gene Rose B. Burgos – BAC Member
Mr. Juan B. Sapasap Jr. – BAC Member
Ms. Cheryl Ann Toyocan – BAC Member
Mr. Eugene L. Roxas – Provisional Member
Ms. Jonelyn M. Vegafria – Provisional Member

BAC SECRETARIAT:

Ms. Ligaya E. Ubalde – Head, BAC Secretariat
Ms. Kristine Joy R. Manuel
Ms. Angelita B. Dayego
Ms. Aileen C. Pacheco
Ms. Aileen S. Cali
Ms. Christallyne S. Castro
Ms. Kezia-Therese M. Guevarra
Mr. Lester John Jake R. Divino – In-charge

PROSPECTIVE BIDDER/S:

Mr. Marvin A. Ladipe – JOSMEF ENTERPRISES

OBSERVER/TWG/END-USER:

Mr. Roderick R. Balagtas – Observer, Procurement
Ms. Richelle U. Sarno – TWG, Drugs and Medicines
Ms. Rose Ann V. Sañosa – TWG, Drugs and Medicines
Ms. Janice S. Salando – TWG, Drugs and Medicines
Ms. Marjorie Joy C. Camposano – TWG, Drugs and Medicines

CALL TO ORDER:

The conference started at 9:00 am and was presided by **Mr. Edsel S. Martin**, Chairperson of Bids & Awards Committee (BAC), held at the BAC Office, 2nd Floor, Admin Building, Valenzuela Medical Center, Padrigal St., Karuhatan, Valenzuela City. He acknowledged the presence of all representatives of each prospective bidder, the members of the BAC, BAC Secretariat, TWG as well as the invited observers. He reminded everyone that the Committee strictly adheres to Republic Act No. 12009 and its Implementing Rules and Regulations or the New Government Procurement Act.

PROJECT DESCRIPTION:

PROJECT TITLE:	SUPPLY AND DELIVERY OF CARBETOCIN 100 MCG/ML, 1 ML (FAILED ITEM)
PB No.	VMC-2026-061
Bid Opening	July 28, 2026, at 9:00 am
Approved Budget for the Contract (ABC)	P 5,266,992.00
Source of Fund	GAA / INCOME
Implementing Unit	Pharmacy Department
Delivery Schedule	20 Calendar Days with succeeding Delivery/ies
Amount of Bidding Documents	See ITB
Criteria	Lowest Calculated and Responsive Bid (LCRB)

BUSINESS MATTERS:

The BAC discussed the requirements as stated in the Bidding Documents, the eligibility requirements, and technical and financial components of the procurement project, including questions, clarifications raised by the bidders before and during the pre-bid conference. (Section 51)

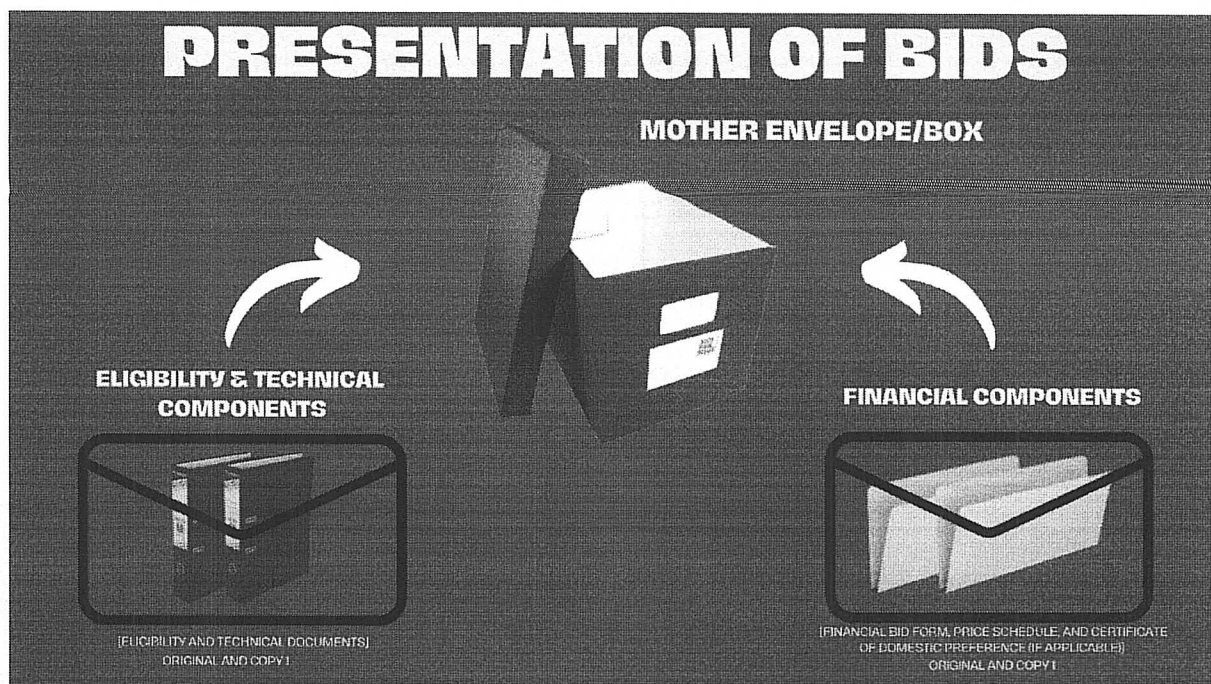
- In accomplishing the Technical Specifications and Schedule of Requirements, **bidders shall** follow the following:
 - a. Indicate your **OFFER** in the “Statement of Compliance” column and put the word “Comply” after the BIDDER’s specifications.

- b. If with variance or discrepancy in the VMC specifications, please indicate your offer in accordance with the brochure submitted, if applicable
- Bid Security will be forfeited if withdrawn during the validity period.
 - Forms as mentioned in ITB Clause 17.1 must be completed without any alterations to their format. No substitute form shall be accepted. (ITB Clause 17.2)
 - Each and every page of the Bid Form, including the Price Schedule, under Section VIII hereof, shall be signed by the duly authorized representative/s of the Bidder. Failure to do so shall be a ground for the rejection of the bid. (ITB Clause 17.3)
 - Any insertions, erasures, or overwriting shall be valid only if they are signed or initialed by the duly authorized representative/s of the Bidder. (ITB Clause 17.4)
 - Any document or certification issued outside Philippines should be accompanied by the official red ribbon (authentication) by the Philippine Consular Office/Embassy where the subject document or certification is issued.
 - Notice of Award will be **emailed using official email address indicated in the attendance during bid opening** to winning bidders. The following day will be counted as 1st day of receipt.
 - Modification of Bid is strictly prohibited. The description stated in the bid offer shall be followed and cannot be amended
 - Request of delivery extension before due date indicated in the approved Purchase Order is subject for approval of the Implementing Unit (IU).

PRESENTATION OF BIDS:

Sealing and Marking of Bids (Section 18 of Bidding Documents)

- Bidders shall enclose their technical documents described in ITB Clause 12 in one sealed envelope marked "TECHNICAL COMPONENT", and the financial component in another sealed envelope marked "FINANCIAL COMPONENT", sealing them all in an outer envelope marked "BID".
- The Bid as indicated in the Bidding Documents shall be typed or written in ink and shall be signed by the Bidder or its duly authorized representative/s.
- All envelopes shall: (18.3)
 - a. contain the name of the contract to be bid in capital letters;
 - b. bear the name and address of the Bidder in capital letters;
 - c. be addressed to the Procuring Entity's BAC in accordance with ITB Clause 1.1;
 - d. bear the specific identification of this bidding process indicated in the ITB Clause 1.1;
 - e. bear a warning "DO NOT OPEN BEFORE..." the date and time for the opening of bids, in accordance with ITB Clause 19.
- Bidders shall submit their bids through their duly authorized representatives using the forms specified in the Bidding Documents in two (2) separate sealed envelopes, which shall be submitted simultaneously.
- Bidders shall enclose the "Original" and "Copy 1" of their Eligibility and Technical Documents in a separate envelope marked ELIGIBILITY and TECHNICAL COMPONENTS. The "Original" and "Copy 1" of their Financial Documents (Bid Form, Bid Offer & others) shall be enclosed in a separate envelope marked FINANCIAL COMPONENTS.
- These 2 envelopes shall be enclosed in any sealed box (preferably Data File Box) with a cover.
- No color preference for the Folders and Boxes.
- **All documents to be submitted as part of the Bid should be arranged in chronological order based in the Checklist provided by the BAC. Further, all bid proposals should be ring bound and tabulated in words. Failure to follow instructions will mean disqualification.**



➤ **Documents Comprising the Bid: Technical and Financial Components**

(I) TECHNICAL COMPONENT ENVELOPE including Eligibility Documents – 1st Envelope

- a. Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages) in accordance with Section 20 of the IRR;
- b. Statement of Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Section 52.4.1.3. of the New IRR of RA No. 12009, within the relevant period as provided in the Bidding Documents; **and**
 - Amount of the completed contract should be fifty percent (50%) of the total ABC of the Project.
- c. Computation of Net Financial Contracting Capacity (NFCC); **or** A committed Line of Credit in the case of goods or services; **and**
- d. Statement 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; **and**
- e. If applicable, a duly signed joint venture agreement (JVA) in case the joint venture is already in existence; **or** 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.
- f. Bid Security in the prescribed form and amount in accordance with ITB Clause 16, and validity period under ITB Clause 15 Original copy of Bid Security
 - Bid Securing Declaration or any form of bid security in accordance with Section 56.2 of the IRR of RA 12009 or the New Government Procurement Act.
- g. Technical Specifications, which may include production/delivery schedule, manpower requirements, and/or after-sales service or parts, if applicable; **and**
- h. Original copy of Omnibus Sworn Statement (OSS); **and** accompanied by Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Notarized Special Power of Attorney in the case of Single Proprietorship;
- i. Declaration of Beneficial Ownership as stated in section 82 of the implementing rules and regulations of RA 12009 (for corporations, partnerships, private sector organizations, foundations, and associations)

For Sole Proprietorship: Submit an updated General Information Sheet or Declaration of Beneficial Ownership or any equivalent document submitted to the Department of Trade and Industry (DTI)
- j. For foreign Bidders claiming eligibility by reason of their country's extension of reciprocal rights to Filipinos, a certification from the relevant government office of their country stating that Filipinos are allowed to participate in their government procurement activities for the same item or product.

(II) Financial Component Envelope – 2nd Envelope

- k. Original of duly signed and accomplished Financial Bid Form.
- l. Original of duly signed and accomplished Price Schedule(s) in accordance with ITB Clause 13.1.
- m. Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity. (If applicable)

ADDITIONAL REQUIRED DOCUMENTS (to be submitted during Post – Qualification Evaluation)

- 1. CTC copy of Official Receipt as proof of payment of bidding documents.
- 2. 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. All pages including Declaration of Beneficial Ownership
- 3. 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.
- 4. Tax clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).
- 5. The Supplier’s audited financial statements, showing, among others, the Supplier’s total and current assets and liabilities, stamped “received” by the BIR with 2025 ITR or its duly accredited and authorized institutions, for online submission, an email confirmation from BIR for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission.
- 6. Certificate of Good Performance issued by the Procuring Entity of the Bidder with at least Satisfactory Rating - CY 2025 to present.
- 7. For SLCC - Proof of evidence for Single Largest Completed Contract (SLCC) – Purchase Order, Notice of Award, Sales Invoice and Certificate of Completion and Acceptance. **At least 50% of total ABC.**
- 8. Certificate from the manufacturer to distribute their products or Exclusive Distributorship or any equivalent document.
- 9. License to Operate (LTO) from FDA
- 10. Certificate of Stocks Availability from Bidders (Notarized)
- 11. Certificate of Product Registration (CPR) (**complete pages**) from FDA or Certificate of Exemption. (CPR Manufacturer shall be visible) (If expired, attach proof or renewal)

REVIEW OF TECHNICAL SPECIFICATIONS:

ITEM NO.	ITEM DESCRIPTION	QTY.	UOM	UNIT PRICE	TOTAL AMOUNT	AMENDMENT
1	Carbetocin 100 mcg/ml, 1ml	4,800	Ampule / Vial	1,097.29	5,266,992.00	
				TOTAL:	5,266,992.00	

OTHER ISSUES AND CONCERNS:

- All requests for cancellation will be reflected to the Performance Evaluation of the Supplier.
- Content higher than the requirement is acceptable if advantageous to the government.
- *PRICE SCHEDULE***
- Column 1 – Should be in accordance with VMC’s item number.
- Column 2 - Indicate the **item description of your offer** with BRAND. If no BRAND, indicates **GENERIC OR NO BRAND. Please include your packaging for each item to be bid.**
- Column 3 – Country of Origin/Source of Domestic Product, as certified by the Relevant Agency
- The Price Schedule should be filled completely or put zero (0) or dash (-) if not applicable.
- The final unit price should be stated.
- In the Price Schedule, “*For Goods Offered from Abroad Form*” will be used if **the origin of the item** is from abroad, if manufactured in the Philippines, “*For Goods Offered from Within the Philippines Form*” shall be used. (Please use the attached Form/Template)
- Bid Bulletin will be posted, if any.
- Bidders are advised to use two (2) decimal places in setting up their bid prices.
- For on-going contracts, please indicate total amount of all outstanding contracts.
- Lowest Calculated Bidder (LCB) shall undergo evaluation of the item being offered.
- Failure of the supplier to deliver on time will be subjected to termination of contract as to awarded item. Performance Bond shall be forfeited in favor of VMC.

BID Opening will be on July 28, 2026, at 9:00 AM

The pre-bidding conference was adjourned at 11:00 am.

Prepared by:


LESTER JOHN JAKE R. DIVINO
BAC Secretariat

Noted by:


EDSEL S. MARTIN
Chairperson, BAC

"PHIC Accredited Healthcare Provider"
"Valenzuela Medical Center...Where your health matters most"



Address: **Padrigal St., Karuhatan, Valenzuela City, 1441**
Telephone Nos: **8294-6711 to 17**
Director's Office Direct Line: **8291-4259**
Email Address: **valgen_hosp@yahoo.com**
Website: **<https://vmc.doh.gov.ph/>**

BENEFICIAL OWNERSHIP DECLARATION
(SAMPLE ONLY)

FOR THE YEAR:

COMPANY DETAILS		
CORPORATE NAME:		
SEC REGISTRATION NUMBER:		
ENTITY TYPE:	FILING TYPE:	DATE OF FILING:

BENEFICIAL OWNER DETAILS		
COMPLETE NAME:		
DATE OF BIRTH:	SEX:	NATIONALITY
RESIDENTIAL ADDRESS:		
EMAIL ADDRESS:		
MOBILE NUMBER:		LANDLINE NUMBER:
TIN / PASSPORT NO.:		POLITICALLY EXPOSED PERSON:
TOTAL OWNERSHIP RIGHTS:		

CATEGORY OF BENEFICIAL OWNERSHIP: <i>(Encircle the letter applicable)</i>	
A	Natural person(s) owning, directly or indirectly or through a chain of ownership, at least twenty percent (20%) of the voting rights, voting shares or capital of the reporting corporation.
B	Natural person(s) who exercise control over the reporting entity through any contract, understanding, relationship, intermediary, or tiered entity.
C	Natural person(s) having the ability to elect a majority of the board of directors/trustees, or any similar body, of the reporting entity.
D	Natural person(s) having the ability to exert a dominant influence over the management or policies of the reporting entity.
E	Natural person(s) whose directions instructions or wishes in conducting the affairs of the reporting entity are carried out by a majority of the board members.
F	Natural person(s) acting as stewards of properties of the reporting entity, where such properties are under the care or administration of said natural person(s).
G	Natural person(s) who actually own or control the reporting entity through nominee shareholders or nominee directors acting for or on behalf of such natural persons.
H	Natural person(s) ultimately owning or controlling or exercising ultimate effective control through other means not falling under any of the foregoing categories including substantial benefits such as exclusive use of the reporting entity’s assets, receipt of profits and liquidating dividends, among others.
I	Natural person(s) exercising control through senior management positions within the reporting entity. This category is applicable only when no natural person is identifiable under Categories A through H after exhausting reasonable means of

	identification. If there are multiple persons in the same level of seniority, all such persons shall be identified as beneficial owners.
--	--

ATTESTATION CLAUSE

By proceeding with the submission, the declarant certifies that:

- 1. The information provided is true, correct, and complete to the best of my knowledge;
- 2. The information provided reflects the latest beneficial ownership information of the reporting company; and
- 3. I may be held liable for any criminal, administrative, or civil penalty that may be imposed for any false declaration in the submission.

☐ I hereby agree to the attestations.

Attested by: _____

Bid Form for Procurement of Goods/Infrastructure Projects

[Note: The duly accomplished form shall be submitted with the Bid]

BID FORM

Project Identification No.: *[Insert number]*

To: *[Name of Procuring Entity]*

Having examined the Philippine Bidding Documents (PBD) including the Supplemental Bid Bulletin Numbers *[insert numbers]*, the receipt of which is hereby duly acknowledged, we, the undersigned, declare that:

- a) I/We have no reservation to the PBD, including the Supplemental Bid Bulletins, for the Procurement Project *[Project Title]*;
- b) Select one, delete the other
 - I/We undertake to deliver the Goods in accordance with the delivery schedule in the Schedule of Requirements;
 - I/We offer to execute the Works for this Contract in accordance with the PBD;
- c) The total price of our Bid in words and figures, excluding any discount offered below, is *[insert information]*
- d) The discounts offered and the methodology for their application, if any, are: *[insert information]*; or indicate N/A if no discount offered
- e) The total bid price in words and figures, after applying the applicable discount, 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 in the *[Select one, delete the other: the Price Schedules/ Detailed Estimates]*.
- f) This Bid shall remain valid within a period stated in the PBD, and it shall be binding upon me/us at any time before the expiration of that period;
- g) If our bid is accepted, I/we commit to enter to a contract and provide a performance security in the form, amounts, and within the times prescribed in the PBD, and hereby acknowledge the consequences under the IRR of RA No. 12009 on forfeiture of Bid Security or enforcement of Bid Securing Declaration and on Blacklisting.

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 the Bidder.

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

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

The undersigned is authorized to submit the bid on behalf of *[Name of the Bidder]* as evidenced by the attached *[State the Written Authority]*.

I/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.

Duly authorized to sign the Bid for and behalf of:

[Insert Bidder's Name]

[Signature over Printed Name]
[Position/Designation]
[Date]

Pricing Details for Goods Offered from Within the Philippines

Summary of Bid Prices

1	2	3	4
Item No.	Item	Particulars / Description	Total Amount

Duly authorized to sign the Bid for and behalf of: _____

Price Schedule for Goods

Name of Bidder _____ Project ID No. _____ Page ____ of ____

Pricing Details for Goods Offered from Abroad

1	2	3	4	5	6	7	8	9
Item	Description	Country of origin	Quantity	Unit price CIF port of entry (specify port) or CIP named place (specify border point or place of destination)	Total CIF or CIP price per item (col. 4 x 5)	Unit Price Delivered Duty Unpaid (DDU)	Unit price Delivered Duty Paid (DDP)	Total Price delivered DDP (col 4 x 8)

Summary of Bid Prices

The Procuring Entity may modify the table below as necessary to comply with the requirements of the Project.

1	2	3	4
Item No.	Item	Particulars / Description	Total Amount

Name: _____

Signature: _____

Duly authorized to sign the Bid for and behalf of: _____

Omnibus Sworn Statement Form

[Note: The duly accomplished form shall be submitted with the Bid]

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

OMNIBUS SWORN STATEMENT

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

1. *Select one, delete the others:*

- *If sole proprietorship:* I am the sole proprietor or authorized representative of [Name of Bidder] with office address at [Address of Bidder];
- *If 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];
- *If individual consultant not registered under a sole proprietorship, in case of Consulting Services:* I am the individual consultant or authorized representative of [Name of Bidder] with office address at [Address of Bidder];

2. *Select one, delete the others:*

- *If 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 [Project Title] of the [Name of the Procuring Entity][insert "as supported by the attached duly notarized Special Power of Attorney" for authorized representative];
- *If 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 [Project Title] of the [Name of the Procuring Entity], as supported by the attached duly notarized Special Power of Attorney, Board/Partnership Resolution, or Secretary's Certificate, whichever is applicable;
- *If individual consultant not registered under a sole proprietorship, in case of Consulting Services:* As the individual consultant 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 [Project Title] of the [Name of the Procuring Entity], as supported by the attached duly notarized Special Power of Attorney for authorized representative;

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;

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 others:*

- *If sole proprietorship* : The *[Name of Bidder]* and its spouse are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), or the End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;
- *If partnership* : The partnership itself and the partners of *[Name of Bidder]* are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), or the End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;
- *If cooperative*: The cooperative itself and members of the board of directors, general manager, or chief executive officer of *[Name of Bidder]* are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), or the End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;
- *If corporation, or joint venture*: The corporation or joint venture itself, and officers, directors, controlling stockholders and beneficial owners of *[Name of Bidder]* are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;
- *If individual consultant not registered under a sole proprietorship, in case of Consulting Services*: The individual consultant and its spouse are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;

7. It is understood that failure to faithfully disclose its relationship with the Head of the Procuring Entity, members of the BAC, the TWG, and the BAC Secretariat, the head of the PMO or the end-user unit or implementing unit, and the project consultants of the Procuring Entity, or of the procurement agent by consanguinity or affinity up to the third civil degree, as well as its submission of beneficial ownership information containing false entries shall be subject to blacklisting under Section 100 of the Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 12009, without prejudice to criminal and civil liabilities under applicable laws, including their accessory penalties, if any.

Select one, delete the rest:

- *In case of corporations*: *[Name of Bidder]* declares its beneficial ownership information consistent with its updated General Information Sheet or Beneficial Ownership Declaration Form or any other document duly submitted to the SEC and has

maintained a valid and updated file therein in compliance with Sections 20.2.9.1, 81, and 82 of the IRR of RA No. 12009.

- *In case of Foreign Bidders: [Name of Bidder]* submitted an appropriate equivalent document in English issued by the country of the bidder concerned in accordance with Section 20.2.9.2 of the IRR of RA No. 12009.

8. *[Name of Bidder]* complies with existing labor laws and standards; and
9. *[Name of Bidder]* is aware of and has undertaken the following responsibilities as a Bidder:
 - a) Carefully examine all of the Bidding Documents;
 - b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;
 - c) Made an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d) Inquire or secure Supplemental Bid Bulletin(s) issued for the *[Project Title]*.
10. *[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.
11. In case advance payment was made or given to *[Name of Bidder]*, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability under existing laws.

IN WITNESS WHEREOF, I have hereunto set my hand this ____ day of ____, 20__ at _____, Philippines.

Duly authorized to sign the Bid for and behalf of:

[Insert Bidder's Name]

[Affiant's Signature over Printed Name]

[Position/Designation]

[Date]

JURAT

SUBSCRIBED AND SWORN to before me this ____ day of *[month]* *[year]* at *[place of execution]*, Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her *[insert type of government identification card used]*, with his/her photograph and signature appearing thereon, with no. ____.

WITNESS MY HAND AND SEAL this ____ day of *[month]* *[year]*.

NAME OF NOTARY PUBLIC

Notarial Commission No. _____

Notary Public for _____ until _____

Roll of Attorneys No. _____

PTR No. __, *[date issued]*, *[place issued]*

IBP No. __, *[date issued]*, *[place issued]*

Doc. No. _____

Page No. _____

Book No. _____

Series of _____.

Bid Securing Declaration Form
*[The duly accomplished form shall be submitted with the Bid
if bidder opts to provide this type of bid security]*

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

BID SECURING DECLARATION
Project Identification No.: [Number]

To: *[Insert name 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;

[Insert paragraph for Unsolicited Offer with Bid Matching]

I/We understand that upon conferment of the original offeror status under Section 30.6 of the Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 12009, the offeror shall submit a Bid Securing Declaration within ten (10) days from the receipt of the certificate of conferment;

- 2) Select one, delete the other:

- I/We accept that: (a) I/we will be automatically disqualified from bidding for any procurement contract with any Procuring Entity upon receipt of your Blacklisting Order; and, (b) I/we will pay the applicable fine provided under 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 52.2 (a), 63.2, 69.1 and 100, except 100.3 (c), of the IRR of Republic Act No. 12009; without prejudice to other legal action the government may undertake; and

(For Unsolicited Offer with Bid Matching)

- I/We accept that: I/we will be automatically disqualified from any procurement opportunity of the Procuring Entity for a period of one (1) year on the first offense, two (2) years on the second offense, and perpetually on the third offense 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:

Upon expiration of the bid validity period, or any extension thereof pursuant to your request;

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;

[Insert this paragraph for Unsolicited Offer with Bid Matching]

Upon contract award and the LCCRB is not the original offeror; or

I am/we are declared the bidder with the *[Insert Award Criterion]* 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]*.

Duly authorized to sign the Bid for and behalf of:

[Insert Bidder's Name]

[Signature over Printed Name]

[Position/Designation]

[Date]

JURAT

SUBSCRIBED AND SWORN to before me this ____ day of *[month]* *[year]* at *[place of execution]*, Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her *[insert type of government identification card used]*, with his/her photograph and signature appearing thereon, with no. _____.

WITNESS MY HAND AND SEAL this ____ day of *[month]* *[year]*.

NAME OF NOTARY PUBLIC

Notarial Commission No. _____

Notary Public for _____ until _____

Roll of Attorneys No. _____

PTR No. __, *[date issued]*, *[place issued]*

IBP No. __, *[date issued]*, *[place issued]*

Doc. No. _____

Page No. _____

Book No. _____

Series of _____

NFCC COMPUTATION 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 construction equipment.

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

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

NFCC= [(Current assets minus current liabilities) (15)] minus the value of all outstanding or uncompleted portions of the projects under ongoing contracts, including awarded contracts yet to be started, coinciding with the contract to be bid.

The values of the domestic bidder's current assets and current liabilities shall be based on the latest Audited Financial Statements (AFS) submitted to the BIR.

The Bidder shall attach the AFS to the NFCC Computation for Eligibility Check Form.

NFCC=P_____

Submitted by:

Name of Supplier/Distributor/Manufacturer

Signature of Authorized Representative

Date:_____

STATEMENT OF SINGLE LARGEST COMPLETED CONTRACT SIMILAR TO THE CONTRACT TO BE BID							
This is to certify that _____(company)_____ has the following completed contracts within Ten (10) years from the date of submission and receipt of bids.							
Date of the Contract	Contracting Party	Name of Contract	Kind of Goods Sold	Amount of Contract	Date of Delivery/ End-user's Acceptance	Date of Official Receipt	Bidder is A) Manufacturer B) Supplier C) Distributor
_____ Name and Signature of Authorized Representative					_____ Date		

- *Instructions:
- a) Cut-off date as of:
 - (i) Up to the day before the deadline of submission of bids.
 - b) In the column under “Dates”, indicate the dates of Delivery/ End-user’s Acceptance and Official Receipt.
 - c) “Name of Contract”. Indicate here the Nature/ Scope of the Contract for the Procuring Entity to determine the relevance of the entry with the Procurement at hand. Example: “Supply and Delivery of _____ for Valenzuela Medical Center”

STATEMENT OF: (I) ONGOING CONTRACTS AND; (II) AWARDED BUT NOT YET STARTED CONTRACTS						
This is to certify that _____ has the following ongoing and awarded but not yet started contracts:						
Date of the Contract	Contracting Party	Name of Contract	Kind of Goods Sold	Amount of Contract	Value of Outstanding Contracts	Bidder is A) Manufacturer B) Supplier C) Distributor
_____ Name and Signature of Authorized Representative				_____ Date		

- *Instructions:**
- a) State all ongoing contracts including those awarded but not yet started (government and private contracts which may be similar or not similar to the project called for bidding) as of:
 - i. The day before the deadline of submission of bids.
 - b) If there is no ongoing contract including awarded but not yet started as of the aforementioned period, state none or equivalent term.
 - c) The total amount of the ongoing and awarded but not yet started contracts should be consistent with those used in the Net Financial Contracting Capacity (NFCC) in case an NFCC is submitted as an eligibility document.
 - d) "Name of Contract". Indicate here the Nature/ Scope of the Contract for easier tracking of the entries/ representations. Example: "Supply and Delivery of _____ for Valenzuela Medical Center"