



***Provision of Laboratory Services for the project
“Establishing a Clinical and Genomic of Profile
Filipinos for Early Detection of Liver Cancer”***

Prepared by:
UP Manila Procurement Office and BAC2 Secretariat
May 2021

in accordance with
Philippine Bidding Documents (PBD)
Government of the Republic of the
Philippines
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Glossary of Acronyms, Terms, and Abbreviations

ABC – Approved Budget for the Contract.

BAC – Bids and Awards Committee.

Bid – A signed offer or proposal to undertake a contract submitted by a bidder in response to and in consonance with the requirements of the bidding documents. Also referred to as *Proposal* and *Tender*. (2016 revised IRR, Section 5[c])

Bidder – Refers to a contractor, manufacturer, supplier, distributor and/or consultant who submits a bid in response to the requirements of the Bidding Documents. (2016 revised IRR, Section 5[d])

Bidding Documents – The documents issued by the Procuring Entity as the bases for bids, furnishing all information necessary for a prospective bidder to prepare a bid for the Goods, Infrastructure Projects, and/or Consulting Services required by the Procuring Entity. (2016 revised IRR, Section 5[e])

BIR – Bureau of Internal Revenue.

BSP – Bangko Sentral ng Pilipinas.

Consulting Services – Refer to services for Infrastructure Projects and other types of projects or activities of the GOP requiring adequate external technical and professional expertise that are beyond the capability and/or capacity of the GOP to undertake such as, but not limited to: (i) advisory and review services; (ii) pre-investment or feasibility studies; (iii) design; (iv) construction supervision; (v) management and related services; and (vi) other technical services or special studies. (2016 revised IRR, Section 5[i])

CDA - Cooperative Development Authority.

Contract – Refers to the agreement entered into between the Procuring Entity and the Supplier or Manufacturer or Distributor or Service Provider for procurement of Goods and Services; Contractor for Procurement of Infrastructure Projects; or Consultant or Consulting Firm for Procurement of Consulting Services; as the case may be, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.

CIF – Cost Insurance and Freight.

CIP – Carriage and Insurance Paid.

CPI – Consumer Price Index.

DDP – Refers to the quoted price of the Goods, which means “delivered duty paid.”

DTI – Department of Trade and Industry.

EXW – Ex works.

FCA – “Free Carrier” shipping point.

FOB – “Free on Board” shipping point.

Foreign-funded Procurement or Foreign-Assisted Project– Refers to procurement whose funding source is from a foreign government, foreign or international financing institution as specified in the Treaty or International or Executive Agreement. (2016 revised IRR, Section 5[b]).

Framework Agreement – Refers to a written agreement between a procuring entity and a supplier or service provider that identifies the terms and conditions, under which specific purchases, otherwise known as “Call-Offs,” are made for the duration of the agreement. It is in the nature of an option contract between the procuring entity and the bidder(s) granting the procuring entity the option to either place an order for any of the goods or services identified in the Framework Agreement List or not buy at all, within a minimum period of one (1) year to a maximum period of three (3) years. (GPPB Resolution No. 27-2019)

GFI – Government Financial Institution.

GOCC – Government-owned and/or –controlled corporation.

Goods – Refer to all items, supplies, materials and general support services, except Consulting Services and Infrastructure Projects, which may be needed in the transaction of public businesses or in the pursuit of any government undertaking, project or activity, whether in the nature of equipment, furniture, stationery, materials for construction, or personal property of any kind, including non-personal or contractual services such as the repair and maintenance of equipment and furniture, as well as trucking, hauling, janitorial, security, and related or analogous services, as well as procurement of materials and supplies provided by the Procuring Entity for such services. The term “related” or “analogous services” shall include, but is not limited to, lease or purchase of office space, media advertisements, health maintenance services, and other services essential to the operation of the Procuring Entity. (2016 revised IRR, Section 5[r])

GOP – Government of the Philippines.

GPPB – Government Procurement Policy Board.

INCOTERMS – International Commercial Terms.

Infrastructure Projects – Include the construction, improvement, rehabilitation, demolition, repair, restoration or maintenance of roads and bridges, railways, airports, seaports, communication facilities, civil works components of information technology projects, irrigation, flood control and drainage, water supply, sanitation, sewerage and solid waste management systems, shore protection, energy/power and electrification facilities, national

buildings, school buildings, hospital buildings, and other related construction projects of the government. Also referred to as *civil works or works*. (2016 revised IRR, Section 5[u])

LGUs – Local Government Units.

NFCC – Net Financial Contracting Capacity.

NGA – National Government Agency.

PhilGEPS - Philippine Government Electronic Procurement System.

Procurement Project – refers to a specific or identified procurement covering goods, infrastructure project or consulting services. A Procurement Project shall be described, detailed, and scheduled in the Project Procurement Management Plan prepared by the agency which shall be consolidated in the procuring entity's Annual Procurement Plan. (GPPB Circular) No. 06-2019 dated 17 July 2019)

PSA – Philippine Statistics Authority.

SEC – Securities and Exchange Commission.

SLCC – Single Largest Completed Contract.

Supplier – refers to a citizen, or any corporate body or commercial company duly organized and registered under the laws where it is established, habitually established in business and engaged in the manufacture or sale of the merchandise or performance of the general services covered by his bid. (Item 3.8 of GPPB Resolution No. 13-2019, dated 23 May 2019). Supplier as used in these Bidding Documents may likewise refer to a distributor, manufacturer, contractor, or consultant.

UN – United Nations.

Section I. Invitation to Bid



UNIVERSITY OF THE PHILIPPINES MANILA
The Health Sciences Center
BIDS AND AWARDS COMMITTEE 2 (BAC 2)

Invitation to Bid

***Provision of Laboratory Services for the project
“Establishing a Clinical and Genomic of Profile
Filipinos for Early Detection of Liver Cancer”***

1. The University of the Philippines Manila, through the ***F184-2020105000*** intends to apply the sum of ***Twenty-Six Million Seventy Nine Thousand Eighty Eight Pesos and Nineteen Centavos (Php26, 079,088.19)*** being the Approved Budget for the Contract for *one (1) year* to payments under the contract ***Provision of laboratory Services for the Establishing a Clinical and Genomic of Profile Filipinos for Early Detection of Liver Cancer***. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The *University of the Philippines Manila* now invites bids for the above Procurement Project. Bidders should have completed, within the last five years from the 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 (IRR) of Republic Act (RA) No. 9184.
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 No. 5183.
5. Prospective Bidders may obtain further information from University of the Philippines Procurement Office, BAC2 Secretariat and inspect the Bidding Documents at the address given below during office days, 8:00 to 4:00 p.m.
6. A complete set of Bidding Documents may be acquired by interested Bidders on ***26 May 2021*** from the given address and website(s) below The Procuring Entity shall allow the bidder to present its proof of payment for the bidding documents fees amounting to ***Twenty-Six Thousand Five Hundred Pesos (Php26, 500.00)*** in person, by facsimile or electronic means (email).
7. The University of the Philippines Manila will hold a Pre-Bid Conference on ***01 June 2021 at 1:30p.m.*** through zoom which shall be open to prospective bidders.

The BAC conduct meetings via zoom until such time that the implementations of community quarantine or similar government restrictions are lifted by the proper government authorities.

The prospective bidders are advised to register first @ https://up-edu.zoom.us/join/join?pwd=ZlYtcmVScnNHJVY8ElcQyQiLc4s?fbclid=IwAR3hZVfRnrGk4NOGquq7OSIEDH-StsCAx_wuJpUgTaR8eTgoQC2B31Bkxyw and wait for further advice for the zoom link which shall be provided to the prospective bidders who successfully registered.

8 Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below, on or before **15 June 2021** *not later than 1:00p.m.* Late bids shall not be accepted.

9 All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 14.

10 Bid opening shall be on **15 June 2021, 1:30p.m.** at the given address below and/or via *zoom*. Bids will be opened in the presence of the bidders' representatives who choose to join the zoom meeting.

11. The zoom link will be provided to those who signified their intention to attend. Only those whose names were submitted to the Secretariat will be allowed access to the meeting room. Zoom link should not be shared to other people.

- 12 The University of the Philippines Manila 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 of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.

Ms. Melody Jane L. Rojo (Tel. No. 8814-1213)
Mr. Jonald D. Karingal/Rose Ann delos Santos (Tel. No. 8814- 1224)
BAC2Secretariat, Procurement Office
4th Floor Student Dormitory University of the Philippines Manila
University of the Philippines Manila (upm-bac2-secretariat@up.edu.ph)

14. You may visit the following websites:
For downloading of Bidding Documents: *PhilGEPS and UP Manila website*

montgula
MARIA ELIZA RUIZ AGUILA, PhD
Chair, Bids and Awards Committee 2

NOTED:

ARLENE A. SAMANIEGO, MD
Vice Chancellor for Administration ✓

*Posted at PhilGEPS, UP Manila website and
BAC2 Bulletin Board located at the Ground
Floor, Dormitory Bldg on 26 May 2021*

Section II. Instructions to Bidders

1. Scope of Bid

The Procuring Entity, *University of the Philippines Manila*, wishes to receive Bids for the ***Provision of Laboratory Services for the project “Establishing a Clinical and Genomic of Profile Filipinos for Early Detection of Liver Cancer”***. with Project Identification Number 13267

[Note: The Project Identification Number is assigned by the Procuring Entity based on its own coding scheme and is not the same as the PhilGEPS reference number, which is generated after the posting of the bid opportunity on the PhilGEPS website.]

The Procurement Project (referred to herein as “Project”) is composed of [*indicate number of lots or items*], the details of which are described in Section VII (Technical Specifications).

2. Funding Information

- 21 The GOP through the source of funding as indicated below for 2021 in the amount of ***Twenty-Six Million Seventy-Nine Thousand Eighty Eight Pesos and Nineteen Centavos (Php26,079,088.19)***
- 22 The source of funding is: ***F184-2020105000***

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 Procuring Entity, 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.

5. Eligible Bidders

- 51. Only Bids of Bidders found to be legally, technically, and financially capable will be evaluated.

- 52 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 at least fifty percent (50%) 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

Subcontracting is not allowed.

8. Pre-Bid Conference

The Procuring Entity will hold a pre-bid conference for this Project on the specified date and time and either at its physical address *{[insert if applicable]}* 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 Procuring Entity, 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

101. The first envelope shall contain the eligibility and technical documents of the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
102. The Bidder's SLCC as indicated in **ITB** Clause 5.3 should have been completed within five years prior to the deadline for the submission and receipt of bids.
103. 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

- 111. The second bid envelope shall contain the financial documents for the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
- 112. 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.
- 113. Any bid exceeding the ABC indicated in paragraph 1 of the **IB** shall not be accepted.
 - a. For a multi-year Framework Agreement, the prices quoted by the Bidder during submission of eligibility documents shall be the ceiling and the price quoted during mini competition must not exceed the initial price offer. The price quoted during call for mini-competition shall be fixed during the Bidder's performance of that Call-off and not subject to variation or escalation on any account. Price schedules required under Clause 12.1 shall be submitted with the bidding documents.

12. Bid and Payment Currencies

- 12.1 Payment of the contract price shall be made in Philippine pesos.

13. Bid Security

- 14.1. The Bidder shall submit a Bid Securing Declaration¹ 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 until one hundred twenty (120) calendar days after the opening of bids. Any Bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non- responsive.

14. Sealing and Marking of Bids

Each Bidder shall submit **(3)three** Copies of the first and second components of its bid. **(1)one** Original and **(2)two** additional copies (**Copy 1 and Copy 2**)

The Procuring Entity 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.

¹ 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.

If the Procuring Entity 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.

15. 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**.

16. 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.

17. Domestic Preference

- 18.1. The Procuring Entity 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.

18. Detailed Evaluation and Comparison of Bids

191. The Procuring 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.

192. The Project shall be awarded as ONE CONTRACT.

193. 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.

19. Post-Qualification

- 20.2. 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**.

20. 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

Bid Data Sheet

ITB Clause	
5.3	<p>For this purpose, contracts similar to the Project shall be:</p> <p>1. <i>Provision of Laboratory Services for the project “Establishing a Clinical and Genomic of Profile Filipinos for Early Detection of Liver Cancer”.</i></p>
7.1	<i>Not applicable</i>
12	<i>Each bidder shall submit three (3) copies of the first and second components of the bid, marked as 1) Original Copy, 2) Copy No. 1, and 3) Copy No. 2</i>
14.1	<p>The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts:</p> <p>a. The amount of not less than <i>Php521,581.77</i> if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or</p> <p>b. The amount of not less than <i>Php1,303,954.41</i> if bid security is in Surety Bond.</p>
19.3	<i>Not applicable</i>
20.2	<p><i>List of additional licenses and permits relevant to the project and the corresponding law requiring it:</i></p> <ol style="list-style-type: none"> <i>1. Duly Registered and DOH Licensed medical laboratory</i> <i>2. With standardization of laboratory test across multiple branches in the Philippines wherein tests are performed using the same method and instruments</i> <i>3. Has a centralized server for all branches and will be able to upload the result to web application of CANDLE Study weekly</i> <p><i>All this permit/licenses/accreditation should be valid at the date of opening of bids.</i></p>
21.2	<i>List here any additional contract documents relevant to the Project that may be required by existing law and/or the Procuring Entity: Copy of approved Terms of Reference with Conforme of the authorized representative of the bidder.</i>

Section IV. General Conditions of Contract

Notes on the General Condition of Contracts

***Provision of Laboratory Services for the project “Establishing a
Clinical and Genomic of Profile
Filipinos for Early Detection of Liver Cancer”***

Section V. Special Conditions of Contract

NOT APPLICABLE FOR THIS SERVICE CONTRACT

Section VI. Schedule of Requirements

NOT APPLICABLE FOR THIS SERVICE CONTRACT

Section VII. TERMS OF REFERENCE



Background

The Philippine Council of Health Research and Development under the Department of Science and Technology has approved the program entitled **Early CANcer Detection in the LivEr of Filipinos with Chronic Hepatitis B Using AI-Driven Integration of Clinical and Genomic Biomarkers (CANDLE Study)**.

The CANDLE Study consists of two projects. Project 1 aims to establish a clinical and genomic profile of Filipino population for early detection of liver cancer. This will be implemented by the University of the Philippines Manila. Meanwhile, the general objective of Project 2 is to utilize the recent progress in omics research and leverage on AI capabilities to develop the Computational Omic Analysis Tool (COAT), an AI-driven computational tool that can ingest massive genomic data, ultrasound images, serum biomarkers and other clinical information. This will be conducted in the University of the Philippines Los Banos. The duration of the program is 5 years.

TERMS OF REFERENCE

Laboratory tests and services for the Project 1 entitled 'Establishing a Clinical and Genomic Profile of Filipinos for Early Detection of Liver Cancer':

- I. **Scope of work:** Blood extraction, ultrasound imaging, transport of blood to the Philippine Genome Center, and laboratory services - baseline liver function test, viral load testing, serum testing (single contract).
- II. **Tests to be performed per participant:**

YELLOW CARD: HBsAg Positive (Exposed)

<u>VISIT 1</u>	<u>VISIT 2</u>
CBC dc pc PT INR Creatinine AST (included in LiverFAST) ALT (included in LiverFAST) ALBUMIN ALKALINE PHOSPHATASE Bilirubins (included in LiverFAST) HBsAg HBeAg AntiHBc AntiHBs AntiHCV AntiHAV IgG FBS Lipid Profile (FBS and Tot Cholesterol and Triglyceride in the LiverFAST) HBV DNA Liver and Spleen Ultrasound AFP + AFPL3 + PIVKA II LIVERFAST (Fibrotest and Steatotest)	CBC dc pc PT INR Creatinine AST ALT Total Bilirubin Liver and Spleen Ultrasound AFP + AFPL3 + PIVKA II



Early **CAN**cer Detection in the **LivEr** of Filipinos with Chronic Hepatitis B using
AI-driven Integration of Clinical and Genomic Biomarkers
(CANDLE Study)

<u>VISIT 3</u>	<u>VISIT 4</u>
CBC dc pc PT INR Creatinine AST ALT Total Bilirubin Liver and Spleen Ultrasound AFP + AFPL 3 + PIVKA II ALBUMIN HBsAg HBV DNA Note: Anti-HBS be done only if patient be HBsAg negative	CBC dc pc PT INR Creatinine AST ALT Total Bilirubin Liver and Spleen Ultrasound AFP + AFPL 3 + PIVKA II

WHITE CARD: HBsAg Negative (Unexposed)

<u>VISIT 1</u>	<u>VISIT 2</u>
CBC dc pc PT INR Creatinine AST (included in LiverFAST) ALT (included in LiverFAST) Bilirubins (included in LiverFAST) ALBUMIN ALKALINE PHOSPHATASE HBsAg HBeAg AntiHBc AntiHBs AntiHCV FBS Lipid Profile (FBS and Tot Cholesterol and Triglyceride in the LiverFAST) Liver and Spleen Ultrasound AFP + AFPL3 + PIVKA II LIVERFAST (Fibrotest and Steatotest)	CBC dc pc ALT Liver Ultrasound AFP + AFPL3 + PIVKA II
<u>VISIT 3</u>	<u>VISIT 4</u>
CBC dc pc ALT Liver Ultrasound AFP + AFPL 3 + PIVKA II	CBC dc pc ALT Liver Ultrasound AFP + AFPL 3 + PIVKA II



Early **CAN**cer Detection in the **LivEr** of Filipinos with Chronic Hepatitis B using
AI-driven Integration of Clinical and Genomic Biomarkers
(CANDLE Study)


- III. **Service:** Willing to do blood extraction, perform the laboratory services and ultrasound imaging on endorsed participants by the study; Willing to do DNA Extraction from whole blood; Willing to transport blood to the Philippine Genome Center.
- IV. **Criteria for evaluation of proposal:**
- Duly registered and DOH licensed medical laboratory
 - With standardization of laboratory tests across multiple branches in the Philippines wherein tests are performed using the same method and instruments
 - Has a centralized server for all the branches and will be able to upload the results to the web application of CANDLE Study weekly

Format of Data

- Laboratory results: Excel file, and online access will be provided to Authorized Coordinators
 - Genotyping results: PDF
 - Serum Biomarkers: PDF
 - Ultrasound image: JPEG file
 - Ultrasound results : Excel file
 - Naming convention for Ultrasound: <patient id>_<date>.jpeg
- V. **Contract duration:** 1 Year – 400 individuals for baseline and approximately 700 individuals for follow-up.
- VI. **Price:** For Year 3 – the total price for the tests of the 700 participants must be within Php 26,079,088.19
- VII. **Basis for the approved budget:** Based on the quotation of a laboratory that can provide ALL the tests listed above
- VIII. **Payment terms:** Issuance of statement of account every 15 days (15th and 30th of the month) payable through check within 60 days. Start of the 60-day billing count will only be upon complete release of laboratory results (except HBV Genotyping).

APPROVED:


BEATRICE J. TIANGCO, MD, MSCE
Program Leader
CANDLE Study


EVA MARIA CUTIONGCO-DE LA PAZ, MD, FPPS
Executive Director - National Institutes of Health
University of the Philippines Manila


CARMENCITA D. PADILLA, MD, MAHPS
Chancellor
University of the Philippines Manila 04 MAY 2021

Section VIII. Checklist of Technical and Financial Documents

Checklist of Technical and Financial Documents

I. TECHNICAL COMPONENT ENVELOPE

Class “A” Documents

Legal Documents

- ☐ (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages);
And
- ☐ (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, **And**
- ☐ (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; **And**
- ☐ (d) Tax clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR)

Technical Documents

- ☐ (e) Statement of all its ongoing government and private contracts, within five (5) years similar in nature and complexity to the contract to be bid, including contracts awarded but not yet started, if any. The statement shall be supported by notices of award, and/or notices to proceed issued by the owners. **And**
- ☐ (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; **and**
- ☐ (g) Duly Registered and DOH Licensed medical laboratory.
- ☐ (h) With standardization of laboratory test across multiple branches in the Philippines wherein tests are performed using the same method and instruments
- ☐ (j) Has a centralized server for all branches and will be able to upload the result to web application of CANDLE Study weekly
- ☐ (k) 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; **and**

- ☐ (l) Conformity with the Terms of Reference, which may include production/delivery schedule, manpower requirements, and/or after-sales/parts, if applicable; **and**
- ☐ (m) Original duly signed Omnibus Sworn Statement (OSS); **and** 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.

Note: The authorized signatory who executed the OSS and given authority to sign in the Secretary's Certificate should indicate his/her position in the company participating in this bidding.

Additional requirement:

- (n) UP Questionnaire (notarized)

Financial Documents

- ☐ (o) 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; **and**
- ☐ (p) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC); **or**
A committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation.

Class "B" Documents

- ☐ (q) 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.

Other documentary requirements under RA No. 9184 (as applicable)

- ☐ (r) *[For foreign bidders claiming by reason of their country's extension of reciprocal rights to Filipinos]* 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.
- ☐ (s) Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.

II. FINANCIAL COMPONENT ENVELOPE

- ☐ (a) Original of duly signed and accomplished Financial Bid Form; **and**
- ☐ (b) Original of duly signed and accomplished Price Schedule(s).
- ☐ (c) Bid Price in Bid Form

Section IX. STANDARD FORMS

- ***BID FORM***
- ***OMNIBUS SWORN STATEMENT***
- ***U.P QUESTIONNAIRE***

Bid Form

Date: _____
Invitation to Bid¹ N°: _____

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

Gentlemen and/or Ladies:

Having examined the Bidding Documents including Bid Bulletin Numbers *[insert numbers]*, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to *[supply/deliver/perform]* *[description of the Goods]* in conformity with the said Bidding Documents for the sum of *[total Bid amount in words and figures]* or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Bid.

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

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

We agree to abide by this Bid for the Bid Validity Period specified in **BDS** provision for **ITB** Clause **Error! Reference source not found.** and it shall remain binding upon us and may be accepted at anytime 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:²

Name and address of agent	Amount and Currency	Purpose of Commission or gratuity
_____	_____	_____
_____	_____	_____
(if none, state "None")	_____	_____

¹ If ADB, JICA and WB funded projects, use IFB.
² Applicable only if the Funding Source is the ADB, JICA or WB.

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 as per **ITB Clause Error! Reference source not found.** of the Bidding Documents.

We likewise certify/confirm that the undersigned, *[for sole proprietorships, insert: as the owner and sole proprietor or authorized representative of Name of Bidder, has the full power and authority to participate, submit the bid, and to sign and execute the ensuing contract, on the latter's behalf for the Name of Project of the Name of the Procuring Entity] [for partnerships, corporations, cooperatives, or joint ventures, insert: is granted full power and authority by the Name of Bidder, to participate, submit the bid, and to sign and execute the ensuing contract on the latter's behalf for Name of Project of the Name of the Procuring Entity].*

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.

Dated this _____ day of _____ 20_____.

[signature] _____

[in the capacity of] _____

Duly authorized to sign Bid for and on behalf of _____

Omnibus Sworn Statement

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

A F F I D A V I T

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]* *[insert "as shown in the attached duly notarized Special Power of Attorney" for the authorized representative]*;

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]*, accompanied by the duly notarized Special Power of Attorney, Board/Partnership Resolution, or Secretary's Certificate, 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;
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 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 [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. [Name of Bidder] hereby assigns the following contact number/s and e-mail address/es as the official telephone/fax number and contact reference of the company where the PS BAC and PS notices may be transmitted.

Telephone No/s. : _____

Fax No/s. : _____

E-mail Add/s. : _____

Mobile No/s. : _____

It is understood that notice/s transmitted in any of the above-stated telephone/fax numbers and/or e-mail address/es are deemed received as of its transmittal and the reckoning period for the reglementary periods stated in the bidding documents and the revised Implementing Rules and Regulations of Republic Act No. 9184 shall commence from receipt thereof.

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

Bidder's Representative/Authorized Signatory

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

Witness my hand and seal this ____ day of *[month]* *[year]*.

NAME OF NOTARY PUBLIC

Serial No. of Commission _____

Notary Public for _____ until _____

Roll of Attorneys No. _____

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

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

MCLE No. _____

Doc. No. ____

Page No. _____

Book No. _____

Series of _____

QUESTIONNAIRE FOR PROSPECTIVE BIDDERS
(additional requirement for eligibility)

1. Have you ever participated in any bidding in the University of the Philippines System?

YES	NO

If YES, fill up the table below, Use additional pages if necessary.

Constituent University / UP Campus	Name of Project	Amount of Project	Duration Start / End (Dates)	Status (On-going / completed)

2. Has your company ever been suspended or Blacklisted by the University of the Philippines System?

YES	NO

If YES, fill up the table below, Use additional pages if necessary

Constituent University/UP Campus	Name of project	Reason for suspension / Blacklisting	Status (on-going / lifted)

3. Has your company ever been suspended or Blacklisted by any government agency / Company

YES	NO

If YES, FILL UP THE Table below, Use additional pages if necessary

Name of government Agency / Company	Name of Project	Reason for suspension / Blacklisting	Status (on-going / lifted)

4. Has there been any project of your company In the University of the Philippines that was terminated By Administration

YES	NO

If YES, FILL UP THE TABLE BELOW, Use additional pages if necessary

Constituents University / UP Campus	Name of Project	Reason for termination	Date of termination

5. Do you certify that all documents submitted by Your company and personnel are authentic?

YES	NO

YES	NO

6. Is there any pending cases in a Court or any similar institutions in relation to any Government contract awarded to your company? In relation to practice or profession of any of your personnel?

If YES, fill up the table below. Use additional pages if necessary

For Company

Case Filed	Where Filed	Date Filed	Status (On-going / resolved)	Remarks

For Personnel

Name of Personnel & Designation	Case Filed	Where Filed	Date Filed	Status (On-going / resolved)	Remarks

I hereby certify that all statements and information provided herein are complete, true and correct.

Name & Signature of Bidder's
Authorized Representative

Official Designation
Company
Date

Suggested Marking (ITB 19) “Mother Envelop”

BIDDER:
Address



Title of Project

THE BIDS AND AWARDS COMMITTEE 2
University of the Philippines Manila
Taft Avenue, Manila



DO NOT OPEN BEFORE _____

Suggested Marking (ITB 19)

<u>ORIGINAL BID</u> BIDDER: Address	  
Title of Project	
THE BIDS AND AWARDS COMMITTEE 2 University of the Philippines Manila Taft Avenue, Manila	
DO NOT OPEN BEFORE _____	



PAC KAGING

Original

Copy 1

Copy 2

