



Department of Health
Central Luzon Center for Health Development
MARIVELES MENTAL WELLNESS AND GENERAL HOSPITAL
P. Monroe Street, Poblacion, Mariveles, Bataan, Philippines, 2105



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ITEM NO. 271

TERMS OF REFERENCE

UNIT COST: 120,000.00

Name of Project
Supply, Delivery, Testing and Commissioning of Brand New STRETCHER BED TROLLEY (Public Bidding)
Technical Specification
<p>Overall Size: L-185cm x W-65cm x H 75cm (min. size requirement)</p> <p>Mattress: L-180cm x W-65cm or should match overall size</p> <p>Thickness: comfortable foam at least 3 inches</p> <p>-Top made Flat stainless sheet, strong stainless frame and Leg part is fixed</p> <p>Caster Size: 8", heavy duty caster wheels</p> <p>Materials: Stainless Steel or Combination of Powder Coated and Stainless Steel</p> <p>Features</p> <ol style="list-style-type: none"> 1. With IV Pole 2. 8-inches heavy duty caster wheel, with 2 brakes 3. With foldable stainless-steel guardrails (at least 1000mm) 4. With rubber bumpers on the 4 corners <p>FUNCTIONS:</p> <ul style="list-style-type: none"> - Use to transport patients unable to move because of illness or trauma. - Use for easy transport of patient during emergencies.

Documentary Requirements
<ol style="list-style-type: none"> 1. Product brochure or technical data sheet(s) of the equipment showing the technical specification in English language. 2. Valid and current Certificate of Compliance of manufacturer of the equipment with the latest version of ISO 13485: Quality Management System – Requirements for regulatory purposes in the name of the manufacturer. The Certificates must be issued by an independent Certifying Body/Agency. 3. Valid and current Certificate of Compliance and/or Test Report on the latest version of ISO 22882. The Certificate and/or Test Report must be issued by an independent Certifying Agency.



VISION

Mariveles Mental Wellness and General Hospital is a center for specialized psychiatric care with holistic health services to the people of Central Luzon by 2023.

MISSION

We provide and advocate for quality mental and medical health care through promotive, preventive, curative and rehabilitative services with training and research.

QUALITY POLICY

The Mariveles Mental Wellness and General Hospital is committed to provide affordable and quality mental and medical health care with Integrity, Innovation, Inclusivity, Compassion, Excellence and Responsiveness.
We shall ensure compliance with statutory and regulatory requirements.
We pledge to continually improve our Quality Management System to exceed our clients' satisfaction.



4. Valid Certificate of Distribution (as Authorized Distributor) issued by the Manufacturer of each equipment authorizing the bidder to sell/distribute the offered equipment.
5. Proof (such as sales invoice) that the Brand of the equipment has been sold to other health facilities in the Philippines.
6. Notarized Certificate from the bidder:
 - a) That the brand of the equipment has been in the local and/or international market for at least five (5) years.
 - b) That the equipment and its accessories are brand new, unused, not discontinued models and were not subjected to any product recall.
 - c) Bidder's valid and current License to Operate (LTO) as medical device distributor issued by the Philippine Food and Drug Administration. In case of expired LTO, the following must be submitted:
 - i. Copy of expired LTO
 - ii. Application for renewal
 - iii. Official Receipt as proof of payment for the renewal of LTO

Requirements if awarded the Contract

1. **Completion period:** The delivery, testing and commissioning of the equipment and its accessories, including the training of end-user and maintenance staff must be completed within **45 calendar days** upon receipt of the Notice to Proceed.
2. **Testing:** Prior to acceptance, the end user shall conduct a physical inspection and functionality test. The equipment must be functioning and must have no physical damage and defect.
3. **Training:** The supplier shall provide a training on proper use and maintenance of the equipment to the end-users and to the hospital maintenance staff.
4. **Warranty:** Warranty certificate for two (2) years on parts and on services. The supplier shall either repair or replace any item or part in the equipment that is found to be defective in material or in workmanship under normal use. The warranty period shall commence from the date of acceptance by the end-user after testing and commissioning.
5. The supplier must be amenable to customize the required power supply of the equipment to the necessary electrical requirements needed for the operation of the equipment in the hospital.
6. Notarized undertaking that the supplier shall conduct the necessary corrective maintenance within five (5) calendar days upon notification of equipment breakdown from the end-user. The undertaking shall include a statement that the number of days where the equipment is unusable due to defective material or workmanship, shall be added to warranty period.
7. Notarized undertaking that the supplier shall provide free quarterly preventive maintenance and calibration service of the equipment for at least one (1) year.



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8. **Manuals:** The supplier provide the end-user one (1) hard copy of the following:
 a. Operations manual in English language

Prepared by:


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