Department of Health
Central Luzon Center for Health Development
MARIVELES MENTAL WELLNESS AND GENERAL HOSPITAL
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SUPPLEMENTAL / BID BULLETIN
2024-13
Project: 2024-28 Procurement of Drugs and Medicines 2025 (EPA)

This Bid Bulletin is issued to reflect the following amendments as follow:

1. The Mariveles Mental Wellness and General Hospital Bids and Awards Committee (BAC) have improved the Bidding Documents for the Procurement of Drugs and Medicines 2025 (EPA) by revising and changing the detailed information to avoid compatibility issues and to encourage competitiveness by extending equal opportunity to eligible and qualified bidders to participate in public bidding.

   Please see Comparison below for more detailed information.

A. BID FORM / BID DATA SHEET / TECHNICAL SPECIFICATION

From			To		
47	Gabapentin 100mg	tablet	47	Gabapentin 100mg	Tablet/**Capsule**
48	Gabapentin 300mg	tablet	48	Gabapentin 300mg	Tablet/**Capsule**

B. TERMS OF REFERENCE

FROM

A. ***Certificate of product registration from Food and Drug Administration (FDA) - (COA requirement)***
- Date of certification must not be expired, if expired provide an official receipt of payment for its application for renewal, date of renewal is made before expiry date.
- Original or certified true copy (All pages)
- Validity of the CPR should be within the current calendar year of awarded contract

B. ***Batch release certificate from FDA - (COA requirement)*** if applicable for some but required for molecules such as vaccines, toxoids and immunoglobulins only)

C. ***If the supplier is not the manufacturer, certification from the manufacturer that the supplier is an authorized distributor/dealer of the product/items - (COA requirement)***

D. Notarized Certification of Availability of Stock

E. Less than 18 months of shelf life upon delivery will be accepted under Contract of Agreement between MMWGH and the supplier. Shelf life of under 12 months will not be accepted.

F. Return Policies/credit memo of the company or replacement should be included in the contract of agreement for delivered medicines that are still available in the pharmacy with 6 months to notify the supplier and below shelf life (3 months should be pulled out or replaced by the supplier).

G. Bio-equivalence study compared with the innovator (ONLY for **psychotropic** medicines that is first time to be use in the Pharmacy, to be confirm by the Pharmacy TWG)

TO
A. ***Certificate of product registration from Food and Drug Administration (FDA) - (COA requirement)*** • Date of certification must not be expired, if expired provide an official receipt of payment for its application for renewal, date of renewal is made before expiry date. • Original or certified true copy (All pages) • Validity of the CPR should be within the current calendar year of awarded contract B. ***Batch release certificate from FDA - (COA requirement)*** if applicable for some but required for molecules such as vaccines, toxoids and immunoglobulins only) C. Notarized Certification of Availability of Stock D. Less than 18 months of shelf life upon delivery will be accepted under Contract of Agreement between MMWGH and the supplier. Shelf life of under 12 months will not be accepted. E. Return Policies/credit memo of the company or replacement should be included in the contract of agreement for delivered medicines that are still available in the pharmacy with 6 months to notify the supplier and below shelf life (3 months should be pulled out or replaced by the supplier). F. Bio-equivalence study compared with the innovator (ONLY for **psychotropic** medicines that is first time to be use in the Pharmacy, to be confirm by the Pharmacy TWG)

C. CHECKLIST

FROM
Additional Documentary Requirements (as indicated in SCC Clause 1)
(a) Certificate of product registration from Food and Drug Administration (FDA) • Date of certification must not be expired, if expired provide an official receipt of payment for its application for renewal, date of renewal is made before expiry date. • Original or certified true copy (All pages) (b) Bioequivalence study compared with the innovator (For psychotropic Medicines that is first time to be use in the Pharmacy, to be confirm by the Pharmacy TWG) (c) Notarized Certification of Availability of Stock (d) License to Operate issued by Food and Drug Administration (FDA). If expired, a proof of application for its renewal; updated document tracking log and official receipt as proof of payment should be submitted. • License to Operate from FDA with List of Sources (whether it is a manufacturer, importer, seller or distributor) (e) Batch release certificate from FDA (for limited molecules such as vaccines, toxoids and immunoglobulins only) (f) If the supplier is not the manufacturer, certification from the manufacturer that the supplier is an authorized distributor/dealer of the product/items

TO
Additional Documentary Requirements (as indicated in SCC Clause 1)
(b) Certificate of product registration from Food and Drug Administration (FDA) • Date of certification must not be expired, if expired provide an official receipt of payment for its application for renewal, date of renewal is made before expiry date. • Original or certified true copy (All pages) (b) Bioequivalence study compared with the innovator (For psychotropic Medicines that is first time to be use in the Pharmacy, to be confirm by the Pharmacy TWG) (c) Notarized Certification of Availability of Stock (d) License to Operate issued by Food and Drug Administration (FDA). If expired, a proof of application for its renewal; updated document tracking log and official receipt as proof of payment should be submitted. • License to Operate from FDA with List of Sources (whether it is a manufacturer, importer, seller or distributor) (e) Batch release certificate from FDA (for limited molecules such as vaccines, toxoids and immunoglobulins only)

Except for the details mentioned above, we will adhere to the specifications outlined in the Technical Specification for all items.

For guidance and information of all concerned.

RELIA I. VILLEGAS, RN, MAN, Ed. D.
Chairperson, Bids and Awards Committee

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TERM OF REFERENCE:

For Procurement of Drugs and Medicines

A. ***Certificate of product registration from Food and Drug Administration (FDA) - (COA requirement)***

- Date of certification must not be expired, if expired provide an official receipt of payment for its application for renewal, date of renewal is made before expiry date.
- Original or certified true copy (All pages)
- Validity of the CPR should be within the current calendar year of awarded contract

B. ***Batch release certificate from FDA - (COA requirement)*** if applicable for some but required for molecules such as vaccines, toxoids and immunoglobulins only)

C. Notarized Certification of Availability of Stock

D. Less than 18 months of shelf life upon delivery will be accepted under Contract of Agreement between MMWGH and the supplier. Shelf life of under 12 months will not be accepted.

E. Return Policies/credit memo of the company or replacement should be included in the contract of agreement for delivered medicines that are still available in the pharmacy with 6 months to notify the supplier and below shelf life (3 months should be pulled out or replaced by the supplier).

F. Bio-equivalence study compared with the innovator (ONLY for **psychotropic** medicines that is first time to be use in the Pharmacy, to be confirm by the Pharmacy TWG)

Prepared by:

Merced Y. Arado, RPh, MPA
Head, Pharmacy Unit

Checklist of Technical and Financial Documents

I. TECHNICAL COMPONENT ENVELOPE

Class "A" Documents

Legal Documents

☐ (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages) **in accordance with Section 8.5.2 of the IRR;**

Technical Documents

☐ (f) Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid; **and**

☐ (g) 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**

☐ (h) 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**

☐ (i) Conformity with the Technical Specifications, which may include production/delivery schedule, manpower requirements, and/or after-sales/parts, if applicable; **and**

☐ (j) 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.

Financial Documents

☐ (k) 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**

☐ (l) 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

☐ (m) 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)

☐ (n) *[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.

☐ (o) Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.

Additional Documentary Requirements (as indicated in SCC Clause 1)

☐ (a) Certificate of product registration from Food and Drug Administration (FDA)

- Date of certification must not be expired, if expired provide an official receipt of payment for its application for renewal, date of renewal is made before expiry date.
- Original or certified true copy (All pages)

☐ (b) Bioequivalence study compared with the innovator (For psychotropic Medicines that is first time to be use in the Pharmacy, to be confirm by the Pharmacy TWG)

☐ (c) Notarized Certification of Availability of Stock

☐ (d) License to Operate issued by Food and Drug Administration (FDA). If expired, a proof of application for its renewal; updated document tracking log and official receipt as proof of payment should be submitted.

- License to Operate from FDA with List of Sources (whether it is a manufacturer, importer, seller or distributor)

☐ (e) Batch release certificate from FDA (for limited molecules such as vaccines, toxoids and immunoglobulins only)

25 FINANCIAL COMPONENT ENVELOPE

☐ (a) Original of duly signed and accomplished Financial Bid Form; **and**

☐ (b) Original of duly signed and accomplished Price Schedule(s).

Note: Any missing document in the above-mentioned checklist is a ground for outright rejection of the bid.