

PHILIPPINE BIDDING DOCUMENTS

(As Harmonized with Development Partners)

Procurement of GOODS

Government of the Republic of the Philippines

**PR No. 23102867 – Cost of One (1) lot Hospital Information
System**

**Sixth Edition
July 2020**

Preface

These Philippine Bidding Documents (PBDs) for the procurement of Goods through Competitive Bidding have been prepared by the Government of the Philippines for use by any branch, constitutional commission or office, agency, department, bureau, office, or instrumentality of the Government of the Philippines, National Government Agencies, including Government-Owned and/or Controlled Corporations, Government Financing Institutions, State Universities and Colleges, and Local Government Unit. The procedures and practices presented in this document have been developed through broad experience, and are for mandatory use in projects that are financed in whole or in part by the Government of the Philippines or any foreign government/foreign or international financing institution in accordance with the provisions of the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184.

The Bidding Documents shall clearly and adequately define, among others: (i) the objectives, scope, and expected outputs and/or results of the proposed contract or Framework Agreement, as the case may be; (ii) the eligibility requirements of Bidders; (iii) the expected contract or Framework Agreement duration, the estimated quantity in the case of procurement of goods, delivery schedule and/or time frame; and (iv) the obligations, duties, and/or functions of the winning bidder.

Care should be taken to check the relevance of the provisions of the PBDs against the requirements of the specific Goods to be procured. If duplication of a subject is inevitable in other sections of the document prepared by the Procuring Entity, care must be exercised to avoid contradictions between clauses dealing with the same matter.

Moreover, each section is prepared with notes intended only as information for the Procuring Entity or the person drafting the Bidding Documents. They shall not be included in the final documents. The following general directions should be observed when using the documents:

- a. All the documents listed in the Table of Contents are normally required for the procurement of Goods. However, they should be adapted as necessary to the circumstances of the particular Procurement Project.
- b. Specific details, such as the “*name of the Procuring Entity*” and “*address for bid submission*,” should be furnished in the Instructions to Bidders, Bid Data Sheet, and Special Conditions of Contract. The final documents should contain neither blank spaces nor options.
- c. This Preface and the footnotes or notes in italics included in the Invitation to Bid, Bid Data Sheet, General Conditions of Contract, Special Conditions of Contract, Schedule of Requirements, and Specifications are not part of the text of the final document, although they contain instructions that the Procuring Entity should strictly follow.

- d. The cover should be modified as required to identify the Bidding Documents as to the Procurement Project, Project Identification Number, and Procuring Entity, in addition to the date of issue.
- e. Modifications for specific Procurement Project details should be provided in the Special Conditions of Contract as amendments to the Conditions of Contract. For easy completion, whenever reference has to be made to specific clauses in the Bid Data Sheet or Special Conditions of Contract, these terms shall be printed in bold typeface on Sections I (Instructions to Bidders) and III (General Conditions of Contract), respectively.
- f. For guidelines on the use of Bidding Forms and the procurement of Foreign-Assisted Projects, these will be covered by a separate issuance of the Government Procurement Policy Board.

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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



REPUBLIC OF THE PHILIPPINES
PROVINCE OF CAMARINES NORTE
Daet

BIDS AND AWARDS COMMITTEE

Invitation to Bid for PR No. 23102867 – Cost of One (1) lot Hospital Information System

1. The *Provincial Government of Camarines Norte*, through the *CNPH – Capital Outlay Computer System 2023* intends to apply the sum of *Five Million Pesos (P5,000,000.00)* being the Approved Budget for the Contract (ABC) to payments under the contract for *PR No. 23102867 – Cost of One (1) lot Hospital Information System*. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The *Provincial Government of Camarines Norte* now invites bids for the *Cost of One (1) Lot Hospital Information System*.

1 Lot Hospital Information System

Software for the following:

- 1.1 Hybrid-based application (cloud based/client-server);
- 1.2 DOH-EMR Certificate of Validation;
- 1.3 PhilHealthClaims Certified Provider;
- 1.4 PhilHealth CF4 Updates Certificate of Compliance;
- 1.5 eClaims Usage Status Checker ready;
- 1.6 PHIC Konsulta Ready for OPD System;
- 1.7 Reporting Tool;
- 1.8 Provincial ID Card System;
- 1.9 Consignment System with Reports;
- 1.10 Data Privacy Act 2012 Registered;
- 1.11 Certificate of Copyright Registration and Deposit with the IPR of the Philippines;
- 1.12 Solution is installed and existing in at least three (3) government hospitals and thirty (30) private hospitals;
- 1.13 Utilizes Microsoft Programming Language as its platform in the development of the system;
- 1.14 HL7 & DICOM Compliant for LIS/RIS/PACS;
- 1.15 Molecular Information System Ready;
- 1.16 Integrated to eClaims System;
- 1.17 Survey System;
- 1.18 Queuing System for OPD department
- 1.19 Healthcare Information and Management Systems Society, Inc. (HIMSS) Member;
- 1.20 With 24/7 Designated Software Support Specialists

Delivery of the Goods is required within **90 calendar days**. Bidders should have completed, within **5 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 non-discretionary “pass/fail” criterion as specified in the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act 9184 (RA 9184), otherwise known as the “Government Procurement Reform Act.”

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 5183.

4. Bidders may obtain further information from the *Provincial Government of Camarines Norte* and inspect the Bidding Documents at the address given below from **8:00a.m. to 5:00p.m., Monday to Friday.**
5. A complete set of Bidding Documents may be acquired by interested bidders on **November 20 – December 12, 2023** at the *Provincial Capitol Building, Daet, Camarines Norte* and from the website of the *Philippine Government Electronic Procurement System (PhilGEPS)* upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **Five Thousand Pesos (P5,000.00)**. The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person.
6. The *Provincial Government of Camarines Norte* will hold a Pre-Bid Conference on **November 28, 2023, 2:00p.m.** at the *new BAC Conference Office, at the back of Agro-Sports Center, J. Lukban Street, Daet, Camarines Norte*, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through manual submission at the address below on or before **December 12, 2023 at 1:30p.m.** Late bids shall not be accepted.
8. All bids must be accompanied by a bid Ssecurity in any of the acceptable forms and in the amount stated in **ITB** Clause 14.
9. Bid opening shall be on **December 12, 2023 at 2:00p.m.** at the *new BAC Conference Office, at the back of Agro-Sports Center, J. Lukban Street, Daet, Camarines Norte.* Bids will be opened in the presence of the bidders’ representatives who choose to attend the activity.
10. The *Provincial Government of Camarines Norte* 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 and 41 of the revised IRR of RA 9184 without thereby incurring any liability to the affected bidder or bidders.
11. For further information, please refer to:

ATTY. ARCHIMEDES O. YANTO
Provincial Legal Officer / BAC Chairperson
Provincial Capitol Bldg., Daet, Camarines Norte
(054) 885-1474

12. You may visit the website:
Philippine Government Electronic Procurement System (PhilGEPS)



ATTY. ARCHIMEDES O. YANTO
Provincial Legal Officer / BAC Chairperson

Section II. Instructions to Bidders

1. Scope of Bid

The Procuring Entity, *Provincial Government of Camarines Norte* wishes to receive Bids for the *Cost of One (1) lot Hospital Information System* with identification number [*PR No. 23102867*].

[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 **One (1) item**, the details of which are described in Section VII (Technical Specifications).

2. Funding Information

2.1. The GOP through the source of funding as indicated below for 2023 in the amount of ***FIVE MILLION PESOS (P5,000,000.00)***

2.2. The source of funding is the **CNPH – Capital Outlay Computer System 2023**

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

- 5.1. Only Bids of Bidders found to be legally, technically, and financially capable will be evaluated.
- 5.2. Foreign ownership limited to those allowed under the rules may participate in this Project.
- 5.3. 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:
 - a. For the procurement of Non-expendable Supplies and Services: The Bidder must have completed a single contract that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC.
 - b. For the procurement of Expendable Supplies: The Bidder must have completed a single contract that is similar to this Project, equivalent to at least twenty-five percent (25%) 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

- 7.1. The Bidder may subcontract portions of the Project to the extent allowed by the Procuring Entity as stated herein, but in no case more than twenty percent (20%) of the Project.

The Procuring Entity has prescribed that 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 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

- 10.1. The first envelope shall contain the eligibility and technical documents of the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
- 10.2. The Bidder's SLCC as indicated in **ITB** Clause 5.3 should have been completed within 5 years prior to the deadline for the submission and receipt of bids.
- 10.3. 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

- 11.1. The second bid envelope shall contain the financial documents for the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
- 11.2. 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.
- 11.3. Any bid exceeding the ABC indicated in paragraph 1 of the **IB** shall not be accepted.
- 11.4. For Foreign-funded Procurement, a ceiling may be applied to bid prices provided the conditions are met under Section 31.2 of the 2016 revised IRR of RA No. 9184.

12. Bid Prices

- 12.1. Prices indicated on the Price Schedule shall be entered separately in the following manner:
 - a. For Goods offered from within the Procuring Entity's country:
 - i. The price of the Goods quoted EXW (ex-works, ex-factory, ex-warehouse, ex-showroom, or off-the-shelf, as applicable);
 - ii. The cost of all customs duties and sales and other taxes already paid or payable;
 - iii. The cost of transportation, insurance, and other costs incidental to delivery of the Goods to their final destination; and
 - iv. The price of other (incidental) services, if any, listed in e.

- b. For Goods offered from abroad:
 - i. Unless otherwise stated in the **BDS**, the price of the Goods shall be quoted delivered duty paid (DDP) with the place of destination in the Philippines as specified in the **BDS**. In quoting the price, the Bidder shall be free to use transportation through carriers registered in any eligible country. Similarly, the Bidder may obtain insurance services from any eligible source country.
 - ii. The price of other (incidental) services, if any, as listed in **Section VII (Technical Specifications)**.

13. Bid and Payment Currencies

- 13.1. For Goods that the Bidder will supply from outside the Philippines, the bid prices may be quoted in the local currency or tradeable currency accepted by the BSP at the discretion of the Bidder. However, for purposes of bid evaluation, Bids denominated in foreign currencies, shall be converted to Philippine currency based on the exchange rate as published in the BSP reference rate bulletin on the day of the bid opening.
- 13.2. Payment of the contract price shall be made in Philippine Pesos.

14. 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 *in no case exceed One Hundred Twenty (120) calendar days from the opening of the bid*. Any Bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

15. Sealing and Marking of Bids

Each Bidder shall submit one copy of the first and second components of its Bid.

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.

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

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.

must be digitally signed. An electronic copy that cannot be opened or is corrupted shall be considered non-responsive and, thus, automatically disqualified.

16. Deadline for Submission of Bids

- 16.1. The Bidders shall submit on the specified date and time and either at its physical address as indicated in paragraph 7 of the **IB**.

17. 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.

18. 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.

19. Detailed Evaluation and Comparison of Bids

- 19.1. 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.
- 19.2. If the Project allows partial bids, bidders may submit a proposal on any of the lots or items, and evaluation will be undertaken on a per lot or item basis, as the case may be. In this case, the Bid Security as required by **ITB** Clause 15 shall be submitted for each lot or item separately.
- 19.3. The descriptions of the lots or items shall be indicated in **Section VII (Technical Specifications)**, although the ABCs of these lots or items are indicated in the **BDS** for purposes of the NFCC computation pursuant to Section 23.4.2.6 of the 2016 revised IRR of RA No. 9184. The NFCC must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder.
- 19.4. The Project shall be awarded as One Project having several items that shall be awarded as one contract.

- 19.5. 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.

20. Post-Qualification

- 20.1. 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**.

21. 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> <ul style="list-style-type: none"> a) The Bidder must have completed a single contract that is similar to this Project, equivalent to at least twenty five percent (25%) of the ABC. b) Completed within 5 years prior to the deadline for the submission and receipt of bids.
7.1	Subcontracting is not allowed.
12	The price of the Goods shall be quoted DDP <i>Daet, Camarines Norte</i> or the applicable International Commercial Terms (INCOTERMS) for this Project.
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> <ul style="list-style-type: none"> a. The amount of not less than 2% of the ABC or P 100,000.00 if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or b. The amount of not less than 5% of the ABC or P 250,000.00, if bid security is in Surety Bond.
19.3	<p>The lot(s) and item(s) is/are:</p> <p style="text-align: center;">PR No. 23102867 – Cost of One (1) lot Hospital Information System</p>
20.2	<p>The LCB shall submit the following documentary requirements within a nonextendible period of five (5) calendar days from receipt of the notification;</p> <p>(a) Latest Annual Income and Business Tax Return (per Revenue Regulations 3-2005);</p>
21.2	Not Applicable.

Section IV. General Conditions of Contract

1. Scope of Contract

This Contract shall include all such items, although not specifically mentioned, that can be reasonably inferred as being required for its completion as if such items were expressly mentioned herein. All the provisions of RA No. 9184 and its 2016 revised IRR, including the Generic Procurement Manual, and associated issuances, constitute the primary source for the terms and conditions of the Contract, and thus, applicable in contract implementation. Herein clauses shall serve as the secondary source for the terms and conditions of the Contract.

This is without prejudice to Sections 74.1 and 74.2 of the 2016 revised IRR of RA No. 9184 allowing the GPPB to amend the IRR, which shall be applied to all procurement activities, the advertisement, posting, or invitation of which were issued after the effectivity of the said amendment.

Additional requirements for the completion of this Contract shall be provided in the **Special Conditions of Contract (SCC)**.

2. Advance Payment and Terms of Payment

2.1. Advance payment of the contract amount is provided under Annex “D” of the revised 2016 IRR of RA No. 9184.

2.2. The Procuring Entity is allowed to determine the terms of payment on the partial or staggered delivery of the Goods procured, provided such partial payment shall correspond to the value of the goods delivered and accepted in accordance with prevailing accounting and auditing rules and regulations. The terms of payment are indicated in the **SCC**.

3. Performance Security

Within ten (10) calendar days from receipt of the Notice of Award by the Bidder from the Procuring Entity but in no case later than prior to the signing of the Contract by both parties, the successful Bidder shall furnish the performance security in any of the forms prescribed in Section 39 of the 2016 revised IRR of RA No. 9184.

4. Inspection and Tests

The Procuring Entity or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Project specifications at no extra cost to the Procuring Entity in accordance with the Generic Procurement Manual. In addition to tests in the **SCC, Section IV (Technical Specifications)** shall specify what inspections and/or tests the Procuring Entity requires, and where they are to be conducted. The Procuring Entity shall notify the Supplier in writing, in a timely manner, of the identity of any representatives retained for these purposes.

All reasonable facilities and assistance for the inspection and testing of Goods, including access to drawings and production data, shall be provided by the Supplier to the authorized inspectors at no charge to the Procuring Entity.

5. Warranty

- 6.1. In order to assure that manufacturing defects shall be corrected by the Supplier, a warranty shall be required from the Supplier as provided under Section 62.1 of the 2016 revised IRR of RA No. 9184.
- 6.2. The Procuring Entity shall promptly notify the Supplier in writing of any claims arising under this warranty. Upon receipt of such notice, the Supplier shall, repair or replace the defective Goods or parts thereof without cost to the Procuring Entity, pursuant to the Generic Procurement Manual.

6. Liability of the Supplier

The Supplier's liability under this Contract shall be as provided by the laws of the Republic of the Philippines.

If the Supplier is a joint venture, all partners to the joint venture shall be jointly and severally liable to the Procuring Entity.

Section V. Special Conditions of Contract

Special Conditions of Contract

GCC Clause	
1	<p>Delivery and Documents –</p> <p>The delivery terms applicable to this Contract are delivered <i>to Daet, Camarines Norte</i>. Risk and title will pass from the Supplier to the Procuring Entity upon receipt and final acceptance of the Goods at their final destination.</p> <p>Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in Section VI (Schedule of Requirements).</p> <p>For purposes of this Clause the Procuring Entity’s Representative at the Project Site are the <i>End User</i> and the <i>Inspectorate Team</i>.</p> <p>Incidental Services –</p> <p>The Supplier is required to provide all of the following services, including additional services, if any, specified in Section VI. Schedule of Requirements:</p> <ol style="list-style-type: none"> a. performance or supervision of on-site assembly and/or start-up of the supplied Goods; b. furnishing of tools required for assembly and/or maintenance of the supplied Goods; c. furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied Goods; d. performance or supervision or maintenance and/or repair of the supplied Goods, for a period of time agreed by the parties, provided that this service shall not relieve the Supplier of any warranty obligations under this Contract; and e. training of the Procuring Entity’s personnel, at the Supplier’s plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied Goods. <p>The Contract price for the Goods shall include the prices charged by the Supplier for incidental services and shall not exceed the prevailing rates charged to other parties by the Supplier for similar services.</p>
	<p>Packaging</p> <p>The Supplier shall provide such packaging of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in this Contract. The packaging shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packaging case size and weights shall take into consideration, where appropriate, the remoteness of the</p>

	<p>Goods' final destination and the absence of heavy handling facilities at all points in transit.</p> <p>Name of the Procuring Entity Name of the Supplier Contract Description Final Destination Gross weight Any special lifting instructions Any special handling instructions Any relevant HAZCHEM classifications</p> <p>A packaging list identifying the contents and quantities of the package is to be placed on an accessible point of the outer packaging if practical. If not practical the packaging list is to be placed inside the outer packaging but outside the secondary packaging</p>
	<p>Transportation –</p> <p>Where the Supplier is required under Contract to deliver the Goods CIF, CIP, or DDP, transport of the Goods to the port of destination or such other named place of destination in the Philippines, as shall be specified in this Contract, shall be arranged and paid for by the Supplier, and the cost thereof shall be included in the Contract Price.</p> <p>Where the Supplier is required under this Contract to transport the Goods to a specified place of destination within the Philippines, defined as the Project Site, transport to such place of destination in the Philippines, including insurance and storage, as shall be specified in this Contract, shall be arranged by the Supplier, and related costs shall be included in the contract price.</p> <p>Where the Supplier is required under Contract to deliver the Goods CIF, CIP or DDP, Goods are to be transported on carriers of Philippine registry. In the event that no carrier of Philippine registry is available, Goods may be shipped by a carrier which is not of Philippine registry provided that the Supplier obtains and presents to the Procuring Entity certification to this effect from the nearest Philippine consulate to the port of dispatch. In the event that carriers of Philippine registry are available but their schedule delays the Supplier in its performance of this Contract the period from when the Goods were first ready for shipment and the actual date of shipment the period of delay will be considered force majeure.</p> <p>The Procuring Entity accepts no liability for the damage of Goods during transit other than those prescribed by INCOTERMS for DDP deliveries. In the case of Goods supplied from within the Philippines or supplied by domestic Suppliers risk and title will not be deemed to have passed to the Procuring Entity until their receipt and final acceptance at the final destination.</p>

	<p>Intellectual Property Rights –</p> <p>The Supplier shall indemnify the Procuring Entity against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the Goods or any part thereof.</p>
2.2	Partial Payment is not allowed.
4	<p>The inspections and tests that will be conducted are:</p> <p>1) Upon delivery, the Goods shall undergo preliminary physical inspection by the Inspection Team of the PROCURING ENTITY to ascertain the physical condition and acceptability of the Goods.</p> <p>2.) The supplier shall promptly replace the equivalent quantity of Goods taken as samples without cost to the PROCURING ENTITY.</p>
5	In order to assure manufacturing defects shall be corrected by the supplier, a warranty of (1) year after from date of acceptance of the project.

Section VI. Schedule of Requirements

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date of delivery to the project site.

Item Number	Description	Quantity	Total	Delivered, Weeks/Months
1 lot	PR No. 23102867 – Cost of One (1) lot Hospital Information System	1 lot		Items shall be delivered 90 calendar days after receipt of NTP

Section VII. Technical Specifications

Technical Specifications

Item	Specification	Statement of Compliance
1	<p>Hospital Information System Software for the following:</p> <ul style="list-style-type: none"> 1.1 Hybrid-based application (cloud based/client-server); 1.2 DOH-EMR Certificate of Validation; 1.3 PhilHealthClaims Certified Provider; 1.4 PhilHealth CF4 Updates Certificate of Compliance; 1.5 eClaims Usage Status Checker ready; 1.6 PHIC Konsulta Ready for OPD System; 1.7 Reporting Tool; 1.8 Provincial ID Card System; 1.9 Consignment System with Reports; 1.10Data Privacy Act 2012 Registered; 1.11Certificate of Copyright Registration and Deposit with the IPR of the Philippines; 1.12Solution is installed and existing in at least three (3) government hospitals and thirty (30) private hospitals; 1.13Utilizes Microsoft Programming Language as its platform in the development of the system; 1.14HL7 & DICOM Compliant for LIS/RIS/PACS; 1.15Molecular Information System Ready; 1.16Integrated to eClaims System; 1.17Survey System; 1.18Queuing System for OPD department 1.19Healthcare Information and Management Systems Society, Inc. (HIMSS) Member; 1.20With 24/7 Designated Software Support Specialists 	

[Bidders must state here either “Comply” or “Not Comply” against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of “Comply” or “Not Comply” must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer’s un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidder’s statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the applicable laws and issuances.]

TERMS OF REFERENCE

Provision of Documentation

CNPH-HIS solution provider shall provide a complete documentation for every deliverable and at every end of each development stage and milestone which must be submitted to CNPH for the approval. The CNPH shall own any and all documents and shall reserve the right to reproduce at no additional cost.

The documentation must be written in English of durable construction with concise and high-quality presentation to include but not limited to the following:

User Manuals

Technical/Reference Manual
System/Operation Manual
Troubleshooting and Installation Guides

All documentation must be in hard copy and soft copies accompanied with a compact disc/USB copy on (e.g. Microsoft Word for Windows) format and delivered to CNPH. For this purpose, upon completion or acceptance of the Project, or its termination by either party prior to its completion, any and all works, ideas or processes developed or created, materials or documents produced or compiled arising out of or resulting from the Project shall immediately become and remain the sole and exclusive property of CNPH.

Training, Coaching and Technology Transfer

The CNPH-HIS Solution Provider shall further provide the following training, coaching and orientation programs to the CNPH personnel with the end in view of properly transferring to CNPH the technology under the Project, to wit:

Levels of Training	No. of CNPH trainees
CNPH Management Staff	ALL
Nurses	ALL
Admin Staff	ALL
CNPH System Administrator	ALL
Technical staff	ALL

IMPLEMENTATION PLAN FOR HOSPITAL INFORMATION SYSTEM

One Hundred Twenty (120) DAY IMPLEMENTATION PROGRAM INCLUDES:

Installation
Training
Simulation
Go-Live
Project Management
Project Turn-Over

GUARANTEES

Five (5) Years Software Warranty
Five (5) Years FREE Software Updates
Five (5) Years No Additional Cost For DOH/PhilHealth Mandated Reports

DELIVERABLES

8.1 The CNPH-HIS solution provider shall comply, deliver and the services and expected project outputs to wit;
8.1.1 Project Implementation Plan (detailed project implementation plan)

TECHINICAL SPECIFICATIONS

Hospital Information System and with the following system module components, features, queries and reports:

MODULES

Features & Functions

REGISTRATION, ADMISSION, DISCHARGE & TRANSFER (RADT)

Patient Information Module
Admission Refusal
Discharging of Patient
Search Previous Admission
Room Status
Patient's Temporary Bill Query
Request Services on all Ancillary Department
Entry of Vital Signs
Single display of all IPD/OPD patients
Alert for patients (e.g., PN's, Absconded & Pending Accounts)
Case Confidential Option
Discharge Clearance Slip
Discharge Disposition Option
Room Transfer

Reports Generated

REGISTRATION, ADMISSION, DISCHARGE & TRANSFER (RADT)

Admission List Report
Discharge List Report
Patient Admission Statistics
Admission list with doctors
No. of patient with HMO card
Admission Logbook
DOH Statistical Reports
Admissions by Attending Physicians Statistics Admissions by Attending Physicians Detailed Admissions per department (detailed)
Average length of stay (by discharges)
Lists of Admitted Patients as of 12 midnight
Room Assignment with No. of Days and Rates
HMO Patients by Admission capable
Medical Social Service
Monthly Census of Admission (DOH form)
Patient Status Report
PhilHealth Category Census
Room Frequency Report
Direct Admission Census
Patient per Department (graphical presentation) Monthly Census of Admission (graphical presentation)

Exclusive Features/Functions

REGISTRATION, ADMISSION, DISCHARGE & TRANSFER (RADT)

Advisory Alert
Pre-Registration

Patient Duplication Finder
Wristband Patient Tagging (with barcode and label) Smart Card (RFID) Integration
Biometric Admission Identification

Features & Functions

PHARMACY

Sales (inpatient, outpatient, walk-in, charge-to, HMO) Charging Return Sales / Purchases
Adjustment Report
Item Conversion
Allotment (disbursement, returns)
Receiving
Inventory System (location, category)
Alert users for expiring / reorder meds
Expiring Medicine Report
Reorder Medicine Report
Charges Log
Item File Maintenance
Electronic Stock Card
Purchase Order
Reprinting Charge slip
Search Receive items
On-line request of services/items from other Ancillaries Income
OPD/Walk-in Sales (Charge & Cash)
Medicines Pricelist
Auto Posting of Charges to Billing

Reports Generated

PHARMACY

Adjustment Report
Inventory Movement Report
Proof Sheet
Consumption Report
Monthly Consumption Report
Quarterly Consumption Report
Senior Citizen
Sales Expiring Medicine Report
Reorder Medicine Report
Charges Log Stock Movement Report (Sales)
Stocks with No Movement (Sales)
Allotment Summary
Pharmacy Receiving per Supplier Report
Pharmacy Consolidated Sales Report
Pharmacy Receiving per Item Report
Employee Charges
Discounts Report
Sales Log

Exclusive Features/Functions

PHARMACY

Messaging

Advisory Alert
Inventory Warehousing (Inventory per department) Stock Transfer
Integrated MIMS
Integrated EEDPMS

Features & Functions

ADMINISTRATOR

Viewing Admitted Patients
Viewing of Available Rooms
Setting Security Timer
Limit Settings (Auto lock when patient reach charge limit)

Reports Generated

ADMINISTRATOR

Revenue reports
Promissory Note
Cashier's Report
Transaction Log
Summary of medical services
Income Proof Sheet
Consumption Report
Examinations & Services Census Report
Summary of Medical Services Report
Surgical Procedures by detail
Surgical Procedures Tabular
Average length of stay (by discharges)
Rendered Examinations & Services of Doctor
Rendered Item Sales by Doctor
Occupancy Report by 12 midnight
Classifications & Services Report
Medical Services Rendered by Doctors (Detailed) Medical Services Rendered by Doctors (Examination)
Medical Services Rendered by Doctors (Department) Medical Services Rendered by Doctors (Doctor)
Summary of Referred Patients by Other Hospitals/Institutions (Count)
Summary of Referred Patients by Doctors (Count)
Lists of Admitted Patients as of 12 Midnight
Paired Items

Exclusive Features/Functions

ADMINISTRATOR

Departmental Dashboard
Graphical representation of Admissions per month
Contains quick glance on the census, statistics, trends and analytics involving patients or transactions in per department
Displays graphs and gauges on revenues/expenses Demographic charts (age, gender, location etc) Summary sales report per department
Cash receipts
Promissory notes
Payables
Demographic Graph Generator
Demographic data on Admission per Barangay

Demographic data on Admission per Municipality
Demographic data on Admission per age bracket
Disease index Admission per Doctor
Income per Department Filtered by month, date range and year
Reports can be easily exported and added to Power Point presentations and other reports
Messaging
Advisory Alert

Features& Functions

BILLING

Patients Bill Finder
SOA Report (4 columns)
Statement of Account (Itemized, Summarized, PF only) May-Go-Home
Tagging Patient
Account Suspension (on-hold)
Discharge Patients Viewer
Cancel Transaction
Add Other Charges
Professional Fee
Deductions (Company, PHIC, HMO)
Billing History
Transfer of Room
Payments by Patient
Setting Date Discharge
Search Billing History
Un-discharging Patient
Viewing Room Charge
Incremental Cost
Hospital Excess/PhilHealth
Adding Remarks
Viewing Generated SOA
Adding Checked by/ Noted by
Discharging Patient
Patient's Balance
Other Adjustments
Discounts Setting Deductions (HMO#2 / Company#2) Setting Patients for PHIC processing
Individual Viewing of Billing
Transaction PHIC Deducted Patients
Newborn Screening Package
SOA for Professional Fee only
SOA per department only
Detailed SOA Checklist
Promissory Note Entry
PCSO Deductions
Room & Board Setting
Clearance Approval Printing

Reports Generated

BILLING

Checklist of Charges

Report Inpatient Summary
Report Summary of Discharges
Daily Income Report
HMO Daily
Report of Bills capable
PhilHealth Patients Listing for Deductions

Exclusive Features/Functions

BILLING

Online Billing Inquiry Option
Advisory Alert
Messaging

Features& Functions

CASHIER

Accepts Payments (All Types)
Discharge Patients
Promissory note
Viewing Pending Accounts
Settlement of Pending Accounts
Posting Transaction to Cash Receipt Journal
Edit Multiple O.R. date
O.R. Checking
O.R. Posting
Posting of Sales & Charges
Multiple Cashier Location

Reports Generated

CASHIER

Cash Receipt
Summary Report Cashier's
Report
PF Monitoring
Cash Count
Daily IPD Collections
Daily OPD Collections
Cancelled OR Report
Daily IPD Collections of PF
PF Collections Report
O.R. Validation List (Detailed, Summarized)
Transmittal (HMO, Company)
Cashiers Report by Shift
Cancelled O.R. Payments
History Cashier's Report (by location)
Cashier's Report (formatted)
Cashier's Report (PF Withholding Tax)
Cashier's Report (A/P Doctors formatted)
Cashier's Report (A/P Doctors)
Cashier's Report (Pharmacy)
Cashier's Report (Discounts)

Exclusive Features/Functions

Messaging
Advisory Alert

Features& Functions**PHILHEALTH&eCLAIMS TRANSMITTAL**

PhilHealth eClaims System
Setting of Patient Membership, Type
Viewing of Paid and Unpaid Claims
Transmittal Payment History
Report PHIC Requirements completion
Deductions
Form II, III, IV
Benefit Caps Set-up
RVU Form
List of Patient's for Deduction (coming from the Billing Department)
Viewing Previous Admissions (usage Of PHIC benefits) Viewing of all PHIC Deductible medicines
Setting of Packages
Messaging
Advisory Alert

Reports Generated**PHILHEALTH&eCLAIMS TRANSMITTAL**

Mandatory Report
PHIC Logbooks with Audit Trail
Report Patients with No Transmittal Report Transmittal Status
Unpaid Claims
PHIC Summary

Exclusive Features/Functions**PHILHEALTH&eCLAIMS TRANSMITTAL**

Integrated RVU
Integrated ICD 10

Features& Functions**LABORATORY**

Charging Procedures (IPD, OPD, ER, HMO, Company) Charging other items (medicines, supplies etc)
Viewing of Charges (Charge log)
Generate Results
Sound Alert (for incoming requests)
Automatic Generation of Charge Slip
Automatic Request of Items from other Departments Viewing of Requests (Requests log)
Notify Billing Department if STAT request
Laboratory Logbook
Inventory Transactions
Stock Card
Package Charging
Consolidated Results Format
Auto Posting of Charges to Billing

Reports Generated

LABORATORY

Income Proof Sheet

Consumption Reports

Examinations & Services Performed Report (Summary) Examinations & Services Performed Report (Detailed)

Exclusive Features/Functions

LABORATORY

HL7 Compliant (interface to lab machines)

SMS Alert for 'Done' Examinations

Online viewing of 'Done' Examinations

Delta Check

Messaging

Advisory Alert

Result Verifier

Features & Functions

RADIOLOGY (X-RAY, ULTRASOUND ETC.)

Charging Procedures (IPD, OPD, ER, HMO, Company) Charging other items (medicines, supplies etc)

Viewing of Charges (Charge log)

Generate Results

Template Results

Sound Alert (for incoming requests)

Automatic Generation of Charge Slip Automatic Request of Items from other Departments

Viewing of Requests (Request log)

Notify Billing Department if STAT request

X-ray Logbook

Inventory Transactions

Stock Card

Package Charging

Consolidated Results Format

Auto Posting of Charges to Billing

RADIOLOGY (X-RAY, ULTRASOUND ETC.)

Income Proof Sheet

Consumption Reports

Examinations & Services Performed Report (Summary) Examinations & Services Performed Report (Detailed)

Exclusive Features/Functions

RADIOLOGY (X-RAY, ULTRASOUND ETC.)

SMS Alert for 'Done' Examinations

Online viewing of 'Done' Examinations

DICOM Imaging (interface to x-ray machines) Messaging

Advisory Alert

Result Verifier

Features & Functions ELECTRONIC

MEDICAL RECORDS

Patient Medical Ledger

Add New Record
Editing Case Information
Printing of Records of Patient
Inpatient Logbook
Diagnosis
Tentative Diagnosis
Clinical Discharge Summary
Surgical Procedures/Anesthesia Applied/Deliveries Examinations/Mortality
Treatments/Final Disposition

Reports Generated

ELECTRONIC MEDICAL RECORDS

Patient Admission Statistics Report
Admission List Report
Medical/Confinement Certificate (Includes all exams) Mandatory Report
Medical Social Service Report
Hospital Discharge Summary Report
Medico-Legal
Clinical Summary Report
Death Certificate
Fetal Death Certificate
DOH Statistical Reports
Classifications & Services Report
Statistics Report Monthly Census (Graphical presentation)
Diagnosis Summary Report
List of Inpatients per Department Report
List of Outpatients per Department Report
Discharge List Report

Exclusive Features/Functions

ELECTRONIC MEDICAL RECORDS

Integrated ICD 10
Messaging
Advisory Alert
Patient Information Merger
Digital Archiving System (*scan paper records & archive*) Alert for Allergic Reactions

Features & Functions

General Information

Classification
Quality Management
Bed Capacity / Occupancy

Hospital Operations

Summary of patients in the hospital
Discharges
 Type of services and total discharges according to specialty
 Ten leading causes of Morbidity/Diseases disaggregated based as to age and sex
 Total number of deliveries
 Outpatient visits, including emergency care

Ten leading OPD Consultations
Ten leading ER Consultations
Testing and Other Services (Laboratory Examinations)
Emergency Visits

Deaths

Total number of deaths
Ten leading of mortality/deaths disaggregated based as to age and sex

Healthcare Associated Infections (HAI)

Surgical Operations

10 Leading Major operations (Excluding caesarean sections)
10 Leading Minor operations

Staffing Pattern

Expenses

Revenues

Features & Functions

EMERGENCY / OUTPATIENT

Process Patient Data (New/Old Patient, PhilHealth) Patient Query
Emergency Medical Records
Module Link Charging procedures
Charge log
Auto-prompt of patient with pending accounts

On-line request of services/items from other ancillaries
Request log
Separate Screen for list of patients with status
ER Logbook
Package Charging
Inventory Transactions
Request Services on all Ancillary Department
Auto Posting of Charges to Billing

Reports Generated

EMERGENCY / OUTPATIENT

Income Proof Sheet
Consumption Reports
Examinations & Services Performed Report (Summary) Examinations & Services Performed Report (Detailed)

Exclusive Features/Functions

EMERGENCY / OUTPATIENT

Messaging
Advisory Alert
Smart Card Integration
Send-out
Code Blue
Alert Notification

Features& Functions**MATERIALS MANAGEMENT (INVENTORY & PURCHASING)**

Sales (inpatient, outpatient, walk-in, charge-to, HMO) Charging Return Sales / Purchases Allotment (disbursement, returns)

Receiving

Inventory System (location, category)

Senior Citizen Sales

Alert users for expiring / reorder items

Charges Log

Item File Maintenance

Purchase Order

Sales Log Reprinting Charge slip

Search Receive items

On-line request of services/items from other ancillaries Income

FIFO type of inventory system

Request Services on all Ancillary Department

Stock Inventory Posting (Date & Time Cut-off)

Stock Level Monitoring

Items MonitorinG

Reports Generated**MATERIALS MANAGEMENT (INVENTORY & PURCHASING)**

Adjustment Report

Inventory Movement Report

Monthly Consumption Report

Quarterly Consumption Report

Expiring Items Report

Reorder Items Report

Allotment Summary Report

Proof Sheet

Consumption Report

Purchase Order with Items Ordered Report

Purchase Order with GL Account Report

Receiving per Supplier Report

Supplies Expiration Report

Sales by Items (Charge & Cash)

Supplies Pricelist

Exclusive Features/Functions**MATERIALS MANAGEMENT (INVENTORY & PURCHASING)**

Online Purchase Requisition

Purchase Request Online Approval using Digital Signature

Canvassing System

Messaging

Advisory Alert

Features& Functions**INFORMATION**

Display of Patient Information.

Display of Doctors Information (schedule, contact nos. etc.)

Lists of Patients (Per Doctor-Admitted)
Lists of Patients (Per Doctor-All Patients)

Reports Generated

INFORMATION

List of Admitted Patient
List of Vacant rooms
Census Reports

Exclusive Features/Functions

INFORMATION

Messaging
Advisory Alert

Features& Functions

INFORMATION

Display of Patient Information.
Display of Doctors Information (schedule, contact nos. etc.)
Lists of Patients (Per Doctor-Admitted)
Lists of Patients (Per Doctor-All Patients)

Reports Generated

INFORMATION

List of Admitted Patient
List of Vacant rooms
Census Reports

Exclusive Features/Functions

INFORMATION

Messaging
Advisory Alert
Room Status
Viewing of Admitted Patients
Viewing of Available rooms
Package Charging
Limit Settings
Messaging
Advisory Alert
Examinations Verifier
Cashier Location
Surgical Procedures

LINEN MANAGEMENT

Linen Maintenance
Assign/Change Linen
Linen Inventory
Inventory Report

Features& Functions

CREDIT & COLLECTION

Patient's for Promissory
Promissory Notes
Billing Query
Search Payments
Demand Letter Report capable

Reports Generated

CREDIT & COLLECTION

Patients with Promissory Note
Report Patients with Promissory Note Report (PAID)
Patients with Promissory Note Report (HOSPITAL)
Patients with Promissory Note Report (DOCTORS)
Unsettled HMO Accounts capable (PER HMO)
Unsettled Company Accounts capable (PER COMPANY) Settled HMO
Accounts capable (PER HMO)
Settled Company Accounts capable (PER COMPANY)
Unsettled HMO Accounts capable (ALL)
Unsettled Company Accounts capable (ALL)
Settled HMO Accounts capable (ALL)
Settled Company Accounts capable (ALL)

Exclusive Features/Functions

CREDIT & COLLECTION

Auto-notification of Patients (PN's, Pending Accounts, Absconded)
Alert for Incoming PN Deadline

Features& Functions

NURSE STATION

Patient Listings per Station
Charging on each care units
Auto Posting of Charges to Billing
Charge Log
Request to Pharmacy
Requests to CSR/Stock Room
Requests to services on each care units
Request Log Inventory Transactions (Warehousing) May-Go-Home Setting
Clearance Alert Setting
View Done Results
Diet List Entry
Daily Diet Summary Report
Online Billing
Room Transfer
Alert for Incoming Patients
Medication Sheet
Clinical Record

Reports Generated**NURSE STATION**

Lists of Completed Chart Report (Discharged)

Lists of Incomplete Chart Report (Discharged)

Exclusive Features/Functions**NURSE STATION**

O.R. Online Scheduler Request

Nurse Kardex

Doctors PF Entries

Patient Drug Profile

Dosage Frequency Monitoring

Final Bill Notification Alert

Turnaround Time Tracker

Housekeeping Alert

Linen Alert

Code Blue Alert Notification

Features& Functions**ROOM MANAGEMENT**

Room Utilities

Type of rooms

Room Transfer

Room Status

Vacant Clean

Vacant Dirty

Under Repair

Reports Generated**ROOM MANAGEMENT**

Occupancy Report

Room Transfer Report

Room Status Report

Exclusive Features/Functions**ROOM MANAGEMENT**

Turnaround Time Tracking

Room Reservation

Features& Functions**INTENSIVE CARE SERVICES**

Charging Procedures (IPD, HMO, Company)

Charging other items (medicines, supplies etc)

Viewing of Charges (Charge log)

Sound Alert (for incoming requests)

Automatic Generation of Charge Slip

Automatic Request of Items from other Departments Viewing of Requests (Request log)

Notify Billing Department if STAT request

Package Charging

Inventory Transactions

Auto Posting of Charges to Billing
O.R. Scheduler Entry

Reports Generated

Income Proof Sheet
Consumption Reports
Examinations & Services Performed Report (Summary) Examinations & Services Performed Report (Detailed)

Exclusive Features/Functions

Messaging
Advisory Alert
Code Blue Alert Notification

Features& Functions

DRUG TEST

New/Old Patient Charging Procedures (IPD, HMO, Company)
Charging other items (medicines, supplies etc)
Viewing of Charges (Charge log)
Alert Notification

Features& Functions

SURVEY SYSTEM

Survey Builder
 Drag and drop sorting
 Add sections and questions
Hospital information
 Edit hospital information
 Edit logo, cover photo and overall theme Miscellaneous
 First time setup on new installation
 Enable/disable survey system
 Account management (change password)
 Help center

Reports Generated

SURVEY SYSTEM

Responses (Reporting)

View per section summary (can be filtered by date)
View all respondents
Create report (PDF) for each individual respondent
Create report (PDF) for all responses for the selected date

QUEUING SYSTEM

Display of department/services
Patient number that is currently served
Counter list of queued patients with priority
Can play hospital advertisements & announcements and saved videos to keep patients entertained.
Can be featured in any department

8.2 Capability-building Program — provision of training and coaching;

8.2.1 End-users

CNPH Hospital Management Level- ALL

Nurses Staff - ALL

Administrative Staff — ALL

Health Information System Administrator — ALL IT personnel

8.2.2 Training and Technology Transfer

a.) Conduct a Project Strategic Planning Seminar for hospital management level and the project management team consisting of the TECHNICAL WORKING GROUP (TWG);

b.) Train CNPH-HIS end users assigned to critical essential functions on the use of the applications and related CNPH software;

c.) Train the nurses/administrative staff on the use of the applications and doing search and query from the databases;

d.) Train a Technical Support staff for system administration, re-installing, configuring the platform for the applications, and providing first level support to users;

8.2.3 Technical Support of the solution provider application- level problems.

8.2.4 Voice call (8am-6pm/Monday to Friday), and e-mail technical support of the solution provider application-level problems

8.2.5 24/7 Web&Live Support via website or using third party applications.

PROJECT MANAGEMENT AND CONTROL PLAN/GUIDELINES

Creation of the CNPH-HIS Technical Working Group and its Functions

CNPH shall create the Technical Working Group ("TWG") which shall provide proper necessary inputs and in the creation of the Terms of Reference (TOR) for the project.

The TWG shall consist of the key end users/representatives of per CNPH departments/offices for actual needs of the CNPH-HIS and shall be headed by the Project Manager. The CNPH Medical Center Chief or his designated representative shall become the head of TWG and Project Manager. In general, the TWG shall quality assures, the correctness of the development of the CNPH-HIS to the system modules design for their respective dept/office functions.

The CNPHMIS Section shall be part of the Project Management of the TWG, function as the in technical support oversight and serve as consultant of the project.

The CNPH-HISMIS Section shall be the repository of CNPH-HIS data, housed the back-up off site server and provide technical maintenance on a fully air-conditioned restricted area CNPH-HIS MIS Section Data Server Room, heavy duty UPS is installed to serve as temporary backup of power in case of power loss/fluctuation prior to onset of power loss/fluctuation prior to onset of power supplied by a generator set. A CCTV camera is installed in the Data Server Rooms to monitor activities inside the room and any repairs, maintenance, adjustments done in the servers. A security guard posted during working hours in the entrance of the CNPH-HISMIS office to strictly enforce protocol restrictions of visitors. And as a disaster Recovery Plan, all data deposited in the CNPH-HISMIS Data Center are recoverable from a disaster recovery offsite.

WARRANTY

Any and all product provided herein including the relevant software shall be free from any and all defects in material and workmanship for a period of one (1) year after from date of acceptance of the project and that same shall substantially conform to the specifications provided under the Terms of Reference (TOR).

FIREWALL

10 Gigabit ports divided in two switch groups, an SFP cage and for the first time a SuperSpeed full size USB 3.0 port, for adding storage or an external 3G/4G modem.

INDEMNIFICATION

The CNPH-HIS solution provider agrees to defend, indemnify and hold harmless from and against any claim, suit, demand or action alleging that the Products or any component thereof infringes a copyright, trade secret, or any other proprietary right of any third party recognized under Philippine laws, and the CNPH-HIS solution provider shall indemnify the hospital (CNPH), its officers, employees and agents of representatives against all cost, expenses, (including reasonable attorney's fees), and damages arising from any such claim, suit, demand, or action; provided, however, that: (i) the hospital shall have given the CNPH-HIS solution provider prompt written notice of such claim, suit, demand, or action; (ii) the hospital shall cooperate with the CNPH-HIS solution provider in the defense and settlement thereof; and (iii) the CNPH-HIS solution provider shall have control all the defense of such claim, suit, demand, or action and the settlement or compromise thereof. If a temporary or a final injunction is obtained against the Hospital's use of the Products or any portion thereof by reason of an infringement of Philippine copyright, trade secret, or other proprietary right, the CNPH-HIS solution provider shall, at its option and, expense, either (i) procure for the hospital the right to continue using the Products or (ii) replace or modify the Products or such infringing portion thereof so that it no longer is infringing, so long as the utility or performance of the Products is not adversely affected by such replacement or modification. The CNPH-HIS solution provider shall have no liability to the hospital for any infringement action or claim that is based upon or arises out of the use of the Products or any component thereof in combination with any other system. Equipment, or software in the event that, but for such use, the claim of the infringement would not lie.

SERVICE LEVEL AGREEMENT (SLA)

The CNPH-HIS solution provider shall provide 24/7 on call technical support services in the course of the implementation of the project and during the warranty period. The technical support services provided herein shall include updates to versions and patches will be inclusive during the span of the one (1) year warranty period.

MISCELLANEOUS PROVISIONS

Should either party, however, find any due cause or determine a justifiable need to modify or revise or change any of the provisions or part or parts thereof in this TOR, such move shall be mutually agreed upon in writing subject to concurrence of the project proponent.

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) **in accordance with Section 8.5.2 of the IRR;**

Technical Documents

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

- (j) 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 (*certified true copy*); **and**
- (k) 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

- (l) 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)

- (m) *[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.

- (n) 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;
- (b.) Original of duly signed and accomplished Price Schedule(s) ; **and**
- (c.) Bid Proposals

Bid Form for the Procurement of Goods
[shall be submitted with the Bid]

BID FORM

Date : _____
 Project Identification No. : _____

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

Having examined the Philippine Bidding Documents (PBDs) including the Supplemental or 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 PBDs for the sum of *[total Bid amount in words and figures]* or the total calculated bid price, as evaluated and corrected for computational errors, and other bid modifications in accordance with the Price Schedules attached herewith and made part of this Bid. The total bid price 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 herein or in the Price Schedules,

If our Bid is accepted, we undertake:

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

[Insert this paragraph if Foreign-Assisted Project with the Development Partner:

Commissions or gratuities, if any, paid or to be paid by us to agents relating to this Bid, and to contract execution if we are awarded the contract, are listed below:

Name and address of agent	Amount and Purpose of Currency Commission or gratuity
_____	_____
_____	_____
_____	_____

(if none, state "None")]

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 pursuant to the PBDs.

The undersigned is authorized to submit the bid on behalf of *[name of the bidder]* as evidenced by the attached *[state the written authority]*.

We acknowledge that failure to sign each and every page of this Bid Form, including the attached Schedule of Prices, shall be a ground for the rejection of our bid.

Name: _____

Legal capacity: _____

Signature: _____

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

Date: _____

Bid Securing Declaration Form

[shall be submitted with the Bid if bidder opts to provide this form of bid security]

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

BID SECURING DECLARATION **Project Identification No.: *[Insert number]***

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

I/We, the undersigned, declare that:

1. I/We understand that, according to your conditions, bids must be supported by a Bid Security, which may be in the form of a Bid Securing Declaration.
2. I/We accept that: (a) I/we will be automatically disqualified from bidding for any procurement contract with any procuring entity for a period of two (2) years upon receipt of your Blacklisting Order; and, (b) I/we will pay the applicable fine provided under Section 6 of the Guidelines on the Use of Bid Securing Declaration, within fifteen (15) days from receipt of the written demand by the procuring entity for the commission of acts resulting to the enforcement of the bid securing declaration under Sections 23.1(b), 34.2, 40.1 and 69.1, except 69.1(f), of the IRR of RA No. 9184; without prejudice to other legal action the government may undertake.
3. I/We understand that this Bid Securing Declaration shall cease to be valid on the following circumstances:
 - a. Upon expiration of the bid validity period, or any extension thereof pursuant to your request;
 - b. I am/we are declared ineligible or post-disqualified upon receipt of your notice to such effect, and (i) I/we failed to timely file a request for reconsideration or (ii) I/we filed a waiver to avail of said right; and
 - c. I am/we are declared the bidder with the Lowest Calculated Responsive Bid, and I/we have furnished the performance security and signed the Contract.

IN WITNESS WHEREOF, I/We have hereunto set my/our hand/s this ____ day of *[month]* *[year]* at *[place of execution]*.

*[Insert NAME OF BIDDER OR ITS AUTHORIZED
REPRESENTATIVE]
[Insert signatory's legal capacity]
Affiant*

[Jurat]

[Format shall be based on the latest Rules on Notarial Practice]

Omnibus Sworn Statement

[shall be submitted with the Bid]

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

AFFIDAVIT

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

1. *[Select one, delete the other:]*

[If a sole proprietorship:] I am the sole proprietor or authorized representative of [Name of Bidder] with office address at [address of Bidder];

[If a partnership, corporation, cooperative, or joint venture:] I am the duly authorized and designated representative of [Name of Bidder] with office address at [address of Bidder];

2. *[Select one, delete the other:]*

[If a sole proprietorship:] As the owner and sole proprietor, or authorized representative of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached duly notarized Special Power of Attorney;

[If a partnership, corporation, cooperative, or joint venture:] I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];

3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. *[Select one, delete the rest:]*

[If a sole proprietorship:] The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC

Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a partnership or cooperative:] None of the officers and members of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a corporation or joint venture:] None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. *[Name of Bidder]* complies with existing labor laws and standards; and
8. *[Name of Bidder]* is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
 - a. Carefully examining all of the Bidding Documents;
 - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
 - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.
9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.
10. In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.

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

[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]

[Insert signatory's legal capacity]

Affiant

[Jurat]

[Format shall be based on the latest Rules on Notarial Practice]

Performance Securing Declaration (Revised)

[if used as an alternative performance security but it is not required to be submitted with the Bid, as it shall be submitted within ten (10) days after receiving the Notice of Award]

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

PERFORMANCE SECURING DECLARATION

Invitation to Bid: [Insert Reference Number indicated in the Bidding Documents]
To: [Insert name and address of the Procuring Entity]

I/We, the undersigned, declare that:

1. I/We understand that, according to your conditions, to guarantee the faithful performance by the supplier/distributor/manufacturer/contractor/consultant of its obligations under the Contract, I/we shall submit a Performance Securing Declaration within a maximum period of ten (10) calendar days from the receipt of the Notice of Award prior to the signing of the Contract.
2. I/We accept that: I/we will be automatically disqualified from bidding for any procurement contract with any procuring entity for a period of one (1) year for the first offense, or two (2) years for the second offense, upon receipt of your Blacklisting Order if I/We have violated my/our obligations under the Contract;
3. I/We understand that this Performance Securing Declaration shall cease to be valid upon:
 - a. issuance by the Procuring Entity of the Certificate of Final Acceptance, subject to the following conditions:
 - i. Procuring Entity has no claims filed against the contract awardee;
 - ii. It has no claims for labor and materials filed against the contractor; and
 - iii. Other terms of the contract; or
 - b. replacement by the winning bidder of the submitted PSD with a performance security in any of the prescribed forms under Section 39.2 of the 2016 revised IRR of RA No. 9184 as required by the end-user.

IN WITNESS WHEREOF, I/We have hereunto set my/our hand/s this ____ day of [month] [year] at [place of execution].

[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]
[Insert signatory's legal capacity]
Affiant

[Jurat]

[Format shall be based on the latest Rules on Notarial Practice

Standard Form Number: SF-GOODS-13a

**LIST OF ALL ON-GOING GOVERNMENT & PRIVATE CONTRACTS
INCLUDING CONTRACTS AWARDED BUT NOT YET STARTED**

Business Name : _____

Business Address : _____

Name of Contracts/ Project Cost	a. Owners Name b. Address c. Telephone Nos.	Nature of Work	Bidder's Role		a. Date Awarded b. Date started c. Date of Completion	% of Accomplishment		Value of Outstanding Works/ Undelivered Portion
			Descripti on	%		Planne d	Actu al	

GOVERNMENT								
PRIVATE								

Note: This statement shall be supported with:

1. Notice of Award and/or Contract
2. Notice to Proceed Issued by the owner
3. Certificate of Accomplishment signed by the owner or authorized representative

Submitted by : _____

Designation : _____

Date : _____

STATEMENT OF SINGLE LARGEST CONTRACT COMPLETED WHICH ARE SIMILAR IN NATURE

Business Name : _____

Business Address : _____

Name of Contracts/	a. Owner's Name b. Address c. Telephone Nos.	Nature of Work	Bidder's Role		a. Amount Awarded b. Amount of Completion c. Duration	a. Date Awarded b.Contract Effectivity c. Date Completed
			Description	%		

GOVERNMENT						
PRIVATE						

Note: This statement shall be supported with:

1. Contract
2. Certificate of Completion
3. Certificate of Acceptance

Submitted by : _____

Designation : _____

Date : _____

FINANCIAL DOCUMENTS FOR ELIGIBILITY CHECK

A. Summary of the applicants 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 asset – current liabilities)(15)] minus value of all outstanding or uncompleted portions of the projects under ongoing contracts, including awarded contracts yet to be started.

NFCC = p _____

or

Commitment from a licensed bank to extend to it a credit line if awarded to contract or a cash deposit certificate in the amount of at least 10% of the proposed project to be bid.

Name of Bank: _____

Amount: _____

Herewith attached are certified true copies of the income Tax return and audited financial statement: Stamped "RECEIVED" by the BIR or BIR authorized collecting agent for the immediately preceding year and cash deposit certificate or certificate of Commitment from a licensed bank to extend a credit line

Submitted by:

Date: _____

NOTE:

1.If partnership of joint Venture, each Partner or Member Firm or Joint Venture shall submit the above requirement

Bids and Awards Committee
 Provincial Government of Camarines Norte
 Provincial Capitol Building

Republic of the Philippines
 PROVINCE OF CAMARINES
 NORTE
 Daet
BIDS AND AWARDS COMMITTEE

PR No. **23102867**

Sir/Madam:

Sealed proposals plainly marked "Proposals for P.R. No. **23102867** to the Provincial government is subject to the terms and conditions contained at the back hereof will be received at the Office of the Bids and Awards Committee, Daet, Camarines Norte on or before **December 12, 2023** and will be publicly opened at **2:00 pm** by the Members of the Bids and Awards Committee in the presence of the bidders or their authorized representatives.

ATTY. ARCHIMEDES O. YANTO
 BAC Chairperson

BID PROPOSALS

Item	Quantity	Unit	ARTICLES	UNIT PRICE	AMOUNT
1	1	lot	Hospital Information System Software for the following: 1.1 Hybrid-based application (cloud based/client-server); 1.2 DOH-EMR Certificate of Validation; 1.3 PhilHealthClaims Certified Provider; 1.4 PhilHealth CF4 Updates Certificate of Compliance; 1.5 eClaims Usage Status Checker ready; 1.6 PHIC Konsulta Ready for OPD System; 1.7 Reporting Tool; 1.8 Provincial ID Card System; 1.9 Consignment System with Reports; 1.10 Data Privacy Act 2012 Registered; 1.11 Certificate of Copyright Registration and Deposit with the IPR of the Philippines;		
Sub-Total			Amount in words		

I hereby certify that the above mentioned articles are actually available on my stock. The terms and conditions contained at the back hereof are hereby accepted and the prices quoted are hereby offered.

 Firm/Supplier/Dealer/Contractor

Bids and Awards Committee
 Provincial Government of Camarines Norte
 Provincial Capitol Building

Republic of the Philippines
 PROVINCE OF CAMARINES
 NORTE
 Daet
BIDS AND AWARDS COMMITTEE

PR No. 23102867

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ATTY. ARCHIMEDES O. YANTO
 BAC Chairperson

BID PROPOSALS

Item	Quantity	Unit	ARTICLES	UNIT PRICE	AMOUNT
			1.12 Solution is installed and existing in at least three (3) government hospitals and thirty (30) private hospitals; 1.13 Utilizes Microsoft Programming Language as its platform in the development of the system; 1.14 HL7 & DICOM Compliant for LIS/RIS/PACS; 1.15 Molecular Information System Ready; 1.16 Integrated to eClaims System; 1.17 Survey System; 1.18 Queuing System for OPD department 1.19 Healthcare Information and Management Systems Society, Inc. (HIMSS) Member; 1.20 With 24/7 Designated Software Support Specialists		
Sub-Total			Amount in words		

I hereby certify that the above mentioned articles are actually available on my stock. The terms and conditions contained at the back hereof are hereby accepted and the prices quoted are hereby offered.

 Firm/Supplier/Dealer/Contractor

TERMS AND CONDITIONS

1. The invitation to bid is open to all bidders which are duly licensed suppliers, manufacturers and/or distributors.
2. The bidders shall submit simultaneously three (3) separated sealed envelopes, the first envelope contains the "eligibility and technical requirements", the second envelope contains the "financial documents", on or before the specified date and time of bidding.
3. Proposals submitted after the date and time stipulated of the bids will not be entertained.
4. In case of discrepancies between: a) Bid prices in figures and in words, the latter shall prevail; b) total prices and unit prices, the latter shall prevail; c) Unit cost in the detailed estimates and unit cost in the bill of quantities, the latter shall prevail.
5. Failure to include the required bid securities as to form and amount prescribed shall automatically disqualify. The required bid securities in the form of Bid Securing Declaration, cash or cashier's/ manager's check, bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank shall not be less than 2% of the ABC, surety bond callable upon demand shall not be less than 5% of the ABC to be bid. (Section 27 of IRR-A of RA 9184).
6. Prices once quoted shall be respected. Error or mistakes in quoting is bidder's responsibility.
7. The successful bidder is required to post a performance security bond upon signing the contract. It should be in accordance with Section 39.2 of IRR of RA 9184.
8. The supplier shall be liable to pay a liquidated damage to an amount of one tenth of one percent of the remaining amount for every day of delay until such goods are finally delivered. This is in case the suppliers failed to deliver goods under the contract time within the specified delivery schedule.
9. Claims, protests or complaints shall be filed in the Office of the Head of the Procuring Entity accompanied by the payment of a non-refundable fee stated in Section 55.3 of the IRR of RA 9184, within seven (7) calendar days from the receipt of the party concerned of the resolution of the BAC denying its motion for reconsideration, otherwise, failure to submit within time limit shall not be considered.
10. The Bids and Awards Committee reserves the right to accept or reject any bid, to annul the bidding process and to reject any or all bids at any time prior to contract award, without thereby incurring any liability to the affected bidders.

(signed)
ATTY. ARCHIMEDES O. YANTO
BAC Chairperson

Price Schedule for Goods Offered from Abroad

[shall be submitted with the Bid if bidder is offering goods from Abroad]

For Goods Offered from Abroad

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

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)

Name: _____

Legal Capacity: _____

Signature: _____

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

Price Schedule for Goods Offered from Within the Philippines

[shall be submitted with the Bid if bidder is offering goods from within the Philippines]

For Goods Offered from Within the Philippines

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

1	2	3	4	5	6	7	8	9	10
Item	Description	Country of origin	Quantity	Unit price EXW per item	Transportation and all other costs incidental to delivery, per item	Sales and other taxes payable if Contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (col 5+6+7+8)	Total Price delivered Final Destination (col 9) x (col 4)

Name: _____

Legal Capacity: _____

Signature: _____

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

Republic of the Philippines



Government Procurement Policy Board