



Republic of the Philippines
Supreme Court
Manila

BIDS AND AWARDS COMMITTEE
FOR GOODS AND SERVICES (SC-BAC-GS)

Bid Bulletin No. 2

***Procurement of Comprehensive Healthcare Plan for Supreme Court Officials
and Employees for Two (2) Years***

Notice is hereby given of the revisions made in the bidding documents upon consultation with the Supreme Court Health and Welfare Plan (SCHWP) Board of Directors, in response to the queries of prospective bidders:

Section III. Bid Data Sheet

Index Tabs	Changes
TECHNICAL DOCUMENTS	
I-10	Latest Certificate of Registration issued by the Insurance Commission to operate as a Health Maintenance Organization (HMO)
I-13	Certification/s of at least “Very Satisfactory” Performance from at least two (2) clients of a completed contract, including the Supreme Court, if any
FINANCIAL DOCUMENTS	
I-14	The Supplier’s 2020 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
I-15	The prospective bidder’s computation of Net Financial Contracting Capacity (NFCC); NFCC = [(Current Assets minus Current Liabilities) x 15] minus the value of all outstanding or uncompleted portions of the projects under ongoing contracts, including awarded contracts yet to be started coinciding with the contract to be bid. The values of the bidder’s current assets and current liabilities shall be based on the data submitted to the Bureau of Internal Revenue (BIR), through its Electronic Filing and Payment System (EFPS).



	<p>(The NFCC shall be based on the 2020 Audited Financial Statement. Bidders shall attach the Audited Financial Statement to the NFCC Computation.)</p> <p><u>or</u></p> <p>A committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation</p>
	Class “B” Document
I-16	<p>If applicable, a duly signed joint venture agreement (JVA) in case the joint venture is already in existence;</p> <p><u>or</u></p> <p>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.</p>

Section VII. Technical Specifications

**TERMS OF REFERENCE
FOR THE COMPREHENSIVE HEALTHCARE PLAN
OF THE SUPREME COURT FOR TWO YEARS**

PRE-QUALIFICATION CRITERIA (FOR BIDDERS):

1. Must be duly registered with the National Health Insurance Commission and licensed to operate as **Health Maintenance Organization (HMO); or, an affiliate of HMO.**
2. At least five (5) years experience in handling government or private accounts on nationwide basis; and,
3. ~~With at least one (1) existing contract with an annual premium equivalent to at least fifty (50) percent of the total approved budget for this contract.~~

Further, the following are the answers to the queries of prospective bidders:

<i>Queries</i>	<i>Answers</i>
Are costs of Personal Protective Equipment (PPE) included in the HMO Benefits?	The cost of PPEs to be used in any covered check-ups and hospitalizations is not included in the offered HMO benefits considering that it is covered by PhilHealth benefits
Can we request for Utilization Report and Covered Employees’ Demographics Profile?	Considering the provisions of the Data Privacy Act, the Committee (SCHWP) do not subscribe to giving bidders and/or prospective bidders an access to copies of utilization report and employees’ demographic profile.




Prospective bidders are advised to get a copy of the bid bulletin and the revised checklist from the Secretariat.

Lastly, the procurement activities for the subject procurement were scheduled as follows:

Deadline of Submission of Bids	19 October 2021 Tuesday 10:00 a.m.
Opening of Bids	19 October 2021 Tuesday 1:00 p.m.

Please be guided accordingly.

05 October 2021


LILIAN C. BARRIBAL-CO
Assistant Court Administrator
and Chairperson, SC-BAC-GS



Section VIII. Checklist of Technical and Financial Documents

ENVELOPE 1: TECHNICAL COMPONENT

CLASS "A" DOCUMENTS

Checklist	INDEX TABS	LEGAL DOCUMENTS
	I-1	<p>Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages)</p> <p>Or, in lieu of the Platinum PhilGEPS Certificate:</p> <p>I-1.a Registration certificate from Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives or its equivalent document,</p> <p>I-1.b Mayor's or Business permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas</p> <p>I-1.c Tax clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).</p>
TECHNICAL DOCUMENTS		
	I-2	<p>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.</p> <p>The statement shall be supported by the following documents:</p> <ol style="list-style-type: none">1. Copies of the Contracts; and <p>(If there is no contract, the purchase order (P.O.) may be submitted as long as the terms and conditions are included therein.)</p> <ol style="list-style-type: none">2. Copies of the Notice of Award (NOA) or Notice to Proceed (NTP) (For private contracts, NOA or NTP shall not be required.) <p><i>(See sample Form VIII-A in Section VIII)</i></p>
	I-3	<p>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 five (5) years prior to the date of bid submission. The SLCC must be at least fifty percent (50%) of the approved budget for the contract (ABC) or ₱100,000,000.00.</p> <p><u>Supporting Document/s:</u></p> <p>The statement shall be supported by a copy/(ies) of the End-User's Acceptance or Official Receipt/(s) Issued for the Contract/(s)therein.)</p> <p><i>(See sample Form VIII-B in Section VIII)</i></p>



	I-4	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 (<i>use Form VIII-C in Section VIII</i>)
	I-5	Conformity with the Schedule of Requirements (<i>Accomplish/use form in Section VI</i>)
	I-6	Conformity with the Technical Specifications, which may include production/delivery schedule, manpower requirements, and/or after-sales/parts, if applicable (<i>use Accomplish/use form in Section VII</i>)
	I-6-a, I-6-b, I-6-c, etc.	Corresponding to each set of supporting documents in relation to the Bidder's conformity with the technical specifications as enumerated and specified in Sections VI and VII, if any.
	I-7	Original duly signed Omnibus Sworn Statement (OSS) (<i>use Form VIII-D in Section VIII</i>); Note: The Omnibus Sworn Statement needs to be submitted under oath. The Community Tax Certificate is no longer considered competent evidence of identity. In accordance with a Resolution of the Supreme Court, the phrase "competent evidence of identity" refers to the identification of an individual based on any of the following: "at least one current identification document issued by an official agency bearing the photograph and signature of the individual, such as but not limited to, passport, driver's license, Professional Regulations Commission ID, National Bureau of Investigation clearance, police clearance, postal ID, voter's ID, Barangay Certification, Government Service and Insurance System (GSIS) e-card, Social Security System (SSS) card, Philhealth card, senior citizen card, Overseas Workers Welfare Administration (OWWA) ID, OFW ID, seaman's book, alien certificate of registration/immigrant certificate of registration, government office ID, National Council for the Welfare of the Disabled Persons (NCWDP) certification; xxx" 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
	I-8	Company profile which shall include information on the number of years in the HMO industry with experience of at least five (5) years in handling government or private accounts on a nationwide basis and the list of its officers, including names, addresses and location sketches of main office and branch office/s if any, and warehouse and service facilities with their respective telephone numbers including photo showing the company's business name.
	I-9	Authority of the representative/signatory.
	I-10	Latest Certificate of Registration issued by the Insurance Commission to operate as a Health Maintenance Organization (HMO)
	I-11	Updated List of accredited hospitals and clinics, with the corresponding list of accredited doctors nationwide.
	I-12	Certificate of good standing from at least five (5) accredited major hospitals.
	I-13	Certification/s of at least "Very Satisfactory" Performance from at least two (2) clients of a completed contract, including the Supreme Court, if any
FINANCIAL DOCUMENTS		
	I-14	The Supplier's 2020 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



	I-15	<p>The prospective bidder's computation of Net Financial Contracting Capacity (NFCC);</p> <p><u>NFCC = [(Current Assets minus Current Liabilities) x 15] minus the value of all outstanding or uncompleted portions of the projects under ongoing contracts, including awarded contracts yet to be started coinciding with the contract to be bid.</u></p> <p>The values of the bidder's current assets and current liabilities shall be based on the data submitted to the Bureau of Internal Revenue (BIR), through its Electronic Filing and Payment System (EFPS).</p> <p>(The NFCC shall be based on the 2020 Audited Financial Statement. Bidders shall attach the 2020 Audited Financial Statement to the NFCC Computation.)</p> <p><u>or</u></p> <p>A committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation</p>
Class "B" Document		
	I-16	<p>If applicable, a duly signed joint venture agreement (JVA) in case the joint venture is already in existence;</p> <p><u>or</u></p> <p>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.</p>

ENVELOPE 2: FINANCIAL COMPONENT

Checklist	INDEX TABS	
	II-1	Original of duly signed and accomplished Financial Bid Form <i>(see Form VIII-E in Section VIII).</i>
	II-2	Original of duly signed and accomplished Bid Price Schedule (s) <i>(original Form VIII-F found in Section VIII must be submitted, no recopying or retyping shall be allowed)</i>

Note: Please cross-reference with Section III. Bid Data Sheet for the updated/additional requirements and instructions for the submission of bids (tabbing, indexing and sealing)