

**PROJECT NO. R4A-BNN-2025-01**

**PHILIPPINE BIDDING DOCUMENTS**

**Procurement of  
GOODS**

**Government of the Republic of the Philippines**

**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.

# Table of Contents

<b>Glossary of Acronyms, Terms, and Abbreviations .....</b>	<b>4</b>
<b>Section I. Invitation to Bid.....</b>	<b>7</b>
<b>Section II. Instructions to Bidders.....</b>	<b>12</b>
1. Scope of Bid .....	13
2. Funding Information.....	13
3. Bidding Requirements .....	13
4. Corrupt, Fraudulent, Collusive, and Coercive Practices.....	13
5. Eligible Bidders.....	14
6. Origin of Goods .....	14
7. Subcontracts .....	14
8. Pre-Bid Conference .....	14
9. Clarification and Amendment of Bidding Documents .....	14
10. Documents comprising the Bid: Eligibility and Technical Components .....	15
11. Documents comprising the Bid: Financial Component .....	15
12. Bid Prices .....	15
13. Bid and Payment Currencies .....	16
14. Bid Security .....	16
15. Sealing and Marking of Bids .....	16
16. Deadline for Submission of Bids .....	17
17. Opening and Preliminary Examination of Bids .....	17
18. Domestic Preference .....	17
19. Detailed Evaluation and Comparison of Bids .....	17
20. Post-Qualification .....	18
21. Signing of the Contract .....	18
<b>Section III. Bid Data Sheet .....</b>	<b>20</b>
<b>Section IV. General Conditions of Contract .....</b>	<b>24</b>
1. Scope of Contract .....	25
2. Advance Payment and Terms of Payment .....	25
3. Performance Security .....	25
4. Inspection and Tests .....	25
5. Warranty .....	26
6. Liability of the Supplier .....	26
<b>Section V. Special Conditions of Contract .....</b>	<b>27</b>
<b>Section VI. Schedule of Requirements .....</b>	<b>33</b>
<b>Section VII. Technical Specifications .....</b>	<b>48</b>
<b>Section VIII. Checklist of Technical and Financial Documents .....</b>	<b>62</b>

# ***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***

### **Notes on the Invitation to Bid**

The Invitation to Bid (IB) provides information that enables potential Bidders to decide whether to participate in the procurement at hand. The IB shall be posted in accordance with Section 21.2 of the 2016 revised IRR of RA No. 9184.

Apart from the essential items listed in the Bidding Documents, the IB should also indicate the following:

- a. The date of availability of the Bidding Documents, which shall be from the time the IB is first advertised/posted until the deadline for the submission and receipt of bids;
- b. The place where the Bidding Documents may be acquired or the website where it may be downloaded;
- c. The deadline for the submission and receipt of bids; and
- d. Any important bid evaluation criteria (*e.g.*, the application of a margin of preference in bid evaluation).

The IB should be incorporated in the Bidding Documents. The information contained in the IB must conform to the Bidding Documents and in particular to the relevant information in the Bid Data Sheet.





Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON  
CITY SCHOOLS DIVISION OF BIÑAN CITY

---

**INVITATION TO BID FOR FY 2025 SUPPLY AND DOOR-TO-DOOR DELIVERY OF NUTRITIOUS FOOD PRODUCTS FOR THE INCOMING KINDERGARTEN AND GRADES 1-6 WASTED/SEVERELY WASTED LEARNERS TO 27 PUBLIC ELEMENTARY SCHOOLS IN BINAN CITY**

1. *The Department of Education (DepEd) - City Schools Division of Biñan City, in accordance with the Fiscal Year (FY) 2025 General Appropriations Act (GAA) (RA 12116) allocates the sum of Thirty-One Million One Hundred Ten Thousand pesos only (P31,110,000.00) as the ABC to payments under the contract for FY 2025 SUPPLY AND DOOR-TO-DOOR DELIVERY OF NUTRITIOUS FOOD PRODUCTS FOR THE INCOMING KINDERGARTEN AND GRADES 1-6 WASTED/SEVERELY WASTED LEARNERS TO 27 PUBLIC ELEMENTARY SCHOOLS IN BINAN CITY identified under Project Identification Number R4A-BNN-2025-01. Bids received exceeding the ABC shall be automatically rejected at bid opening.*
2. The Department of Education (DepEd) - City Schools Division of Biñan City now invites qualified bidders for the aforementioned Procurement Project. Delivery of the Goods is required by **two hundred forty (240) calendar days**. Bidders should have completed a similar contract within the past five (5) years from the date of submission and receipt of bids, a contract similar to the Project. Details on eligibility criteria can be found in Section II (Instructions to Bidders) of the Bidding Documents.
3. Bidding will follow open competitive procedures with a non-discretionary “pass/fail” criterion, as outlined in the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184..
  - a. Bidding is open 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. It is also open to citizens or organizations of a country laws or regulations granting similar rights or privileges to Filipino citizens, pursuant to RA No. 5183.
4. Prospective Bidders may obtain further information from Department of Education (DepEd) - City Schools Division of Biñan City and inspect the Bidding Documents at the address given below during 8:00 a.m. to 5:00 a.m.

5. A complete set of Bidding Documents may be acquired by interested Bidders on ***June 5, 2025 to June 25, 2025*** from the given address and website(s) below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of ***twenty-five thousand pesos only (P25,000.00)***. The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person.
6. The Department of Education (DepEd) - City Schools Division of Biñan City will hold a Pre-Bid Conference on ***June 13, 2025 (Friday)***, 9:00 a.m. at DepEd – City Schools Division of Biñan City, SDO Training Hall, P. Burgos St. Brgy. Sto. Domingo, Biñan City, Laguna, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below, on or before ***June 25, 2025 (Wednesday)***, ***8:59 a.m.***. Late bids shall not be accepted.
8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 14.
9. Bid opening shall be on ***June 25, 2025 (Wednesday)***, ***9:00 a.m.*** at the given address below ***DepEd – City Schools Division of Biñan City, SDO Training Hall, P. Burgos St. Brgy. Sto. Domingo, Biñan City, Laguna***. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The ***Department of Education (DepEd) - City Schools Division of Biñan City*** reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
11. For further information, please refer to:

**SYLVIA S. TANAEL**

Head, BAC Secretariat

**Bids and Awards Committee (BAC)**

DepEd – City Schools Division of Biñan City

P. Burgos St., Brgy. Sto. Domingo

Biñan City, Laguna

[bac.sdobinacity@deped.gov.ph](mailto:bac.sdobinacity@deped.gov.ph)

Tel. No. (049) 547-0105

[www.depedbinacity.ph](http://www.depedbinacity.ph)

12. You may visit the following website:

For downloading of Bidding Documents: [www.depedbinancity.ph](http://www.depedbinancity.ph)

*June 4, 2025*

(SGD.)  
**ARLENE S. RICASATA, CESO VI**  
BAC Chairperson  
Assistant Schools Division Superintendent



## ***Section II. Instructions to Bidders***

### **Notes on the Instructions to Bidders**

This Section on the Instruction to Bidders (ITB) provides the information necessary for bidders to prepare responsive bids, in accordance with the requirements of the Procuring Entity. It also provides information on bid submission, eligibility check, opening and evaluation of bids, post-qualification, and on the award of contract.

## 1. Scope of Bid

The Procuring Entity, **Department of Education (DepEd) - City Schools Division of Biñan City** wishes to receive Bids for the ***FY 2025 SUPPLY AND DOOR-TO-DOOR DELIVERY OF NUTRITIOUS FOOD PRODUCTS FOR THE INCOMING KINDERGARTEN AND GRADES 1-6 WASTED/SEVERELY WASTED LEARNERS TO 27 PUBLIC ELEMENTARY SCHOOLS IN BINAN CITY*** with identification number ***R4A-BNN-2025-01***.

[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) lot*** 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 **Fiscal Year (FY) 2025 General Appropriations Act (GAA) (RA 12116)** in the amount of ***Thirty-One Million One Hundred Ten Thousand pesos only (P31,110,000.00)***.

2.2. The source of funding is:

a. **NGA, the General Appropriations Act or Special Appropriations.**

## 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:

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:

- a. **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 at its physical address ***DepEd – City Schools Division of Biñan City, SDO Training Hall, P. Burgos St. Brgy. Sto.Domingo, Biñan City, Laguna*** 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 *five (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 the **BDS**.
- 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 the **BDS**.

### 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:

- a. **Philippine Pesos.**

### 14. Bid Security

14.1. The Bidder shall submit a Bid Securing Declaration<sup>1</sup> or any form of Bid Security in the amount indicated in the **BDS**, which shall be not less than the percentage of the ABC in accordance with the schedule in the **BDS**.

14.2. The Bid and bid security shall be valid until **October 23, 2025**. 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 **1 (one) original** and **2 (two) copies** of the first and second components of its Bid.

---

<sup>1</sup> 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.

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 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 or through online submission 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 Entity's 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 maybe. In this case, the Bid Security as required by **ITB** Clause 14 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 follows:

**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. *[Include if Framework Agreement will be used:]* For multi-year Framework Agreement, all bidders initially determined to be eligible and financially compliant shall be subject to initial post-qualification. The BAC shall then recommend the execution of a Framework Agreement among all eligible, technically and financially compliant bidders and the Procuring Entity and shall be issued by HoPE a Notice to Execute Framework Agreement. The determination of the Lowest Calculated Bid (LCB) shall not be performed by the BAC until a Mini-Competition is conducted among the bidders who executed a Framework Agreement. When a Call for Mini-Competition is made, the BAC shall allow the bidders to submit their best financial proposals on such pre-scheduled date, time and place to determine the bidder with the LCB.
- 20.2. Within a non-extendible period of five (5) calendar days from receipt by the Bidder of the notice from the BAC that it submitted the Lowest Calculated Bid, *{[Include if Framework Agreement will be used:]* or in the case of multi-year Framework Agreement, that it is one of the eligible bidders who have submitted bids that are found to be technically and financially compliant,*}* 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**. *{[Include if Framework Agreement will be used:]* For every mini-competition in Framework Agreement, the LCB shall likewise submit the required documents for final Post Qualification.*}*

## **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**.

*[Include the following clauses if Framework Agreement will be used:]*

- 21.2. At the same time as the Procuring Entity notifies the successful Bidder that its bid has been accepted, the Procuring Entity shall send the Framework Agreement Form to the Bidder, which contract has been provided in the Bidding Documents, incorporating therein all agreements between the parties.
- 21.3. Within ten (10) calendar days from receipt of the Notice to Execute Framework Agreement with the Procuring Entity, the successful Bidder or its duly authorized representative shall formally enter into a Framework Agreement with the procuring entity for an amount of One Peso to be paid to the procuring entity as a consideration for the option granted by the procuring entity to procure the items in the Framework Agreement List when the need arises.
- 21.4. The Procuring Entity shall enter into a Framework Agreement with the successful Bidder within the same ten (10) calendar day period provided that all the documentary requirements are complied with.
- 21.5. The following documents shall form part of the Framework Agreement:
  - a. Framework Agreement Form;
  - b. Bidding Documents;
  - c. Call-offs;
  - d. Winning bidder's bid, including the Technical and Financial Proposals, and all other documents/statements submitted (*e.g.*, bidder's response to request for clarifications on the bid), including corrections to the bid, if any, resulting from the Procuring Entity's bid evaluation;
  - e. Performance Security or Performance Securing Declaration, as the case may be;
  - f. Notice to Execute Framework Agreement; and
  - g. Other contract documents that may be required by existing laws and/or specified in the **BDS**.

## ***Section III. Bid Data Sheet***

### **Notes on the Bid Data Sheet**

The Bid Data Sheet (BDS) consists of provisions that supplement, amend, or specify in detail, information, or requirements included in the ITB found in Section II, which are specific to each procurement.

This Section is intended to assist the Procuring Entity in providing the specific information in relation to corresponding clauses in the ITB and has to be prepared for each specific procurement.

The Procuring Entity should specify in the BDS information and requirements specific to the circumstances of the Procuring Entity, the processing of the procurement, and the bid evaluation criteria that will apply to the Bids. In preparing the BDS, the following aspects should be checked:

- a. Information that specifies and complements provisions of the ITB must be incorporated.
- b. Amendments and/or supplements, if any, to provisions of the ITB as necessitated by the circumstances of the specific procurement, must also be incorporated.

# 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"> <li>a. The Bidder shall have an SLCC that is at least one (1) contract similar to the Project</li> <li>b. completed within <i>five (5) years</i> prior to the deadline for the submission and receipt of bids.</li> </ul>
7.1	<p>The Procuring Entity has prescribed that:</p> <p><b>Subcontracting is not allowed.</b></p>
12	<p>The price of the Goods shall be quoted DDP (delivered duty paid) at <b>27 <i>Public Elementary School in Binan City</i></b> or the applicable International Commercial Terms (INCOTERMS) for this Project.</p>
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"> <li>a. The amount of not less than <b><u>P622,200.00</u></b> (<i>amount equivalent to two percent (2%) of ABC</i>), if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or</li> <li>b. The amount of not less than <b><u>P1,555,500.00</u></b> (<i>amount equivalent to five percent (5%) of ABC</i>) if bid security is in Surety Bond.</li> </ul>

19.3	<b>LOT 1 – NUTRITIOUS FOOD PRODUCTS</b>		
	<b>No.</b>	<b>Food Item</b>	<b>Quantity</b>
	1	New Enhanced Nutribun Yellow Sweet Potato 80 g per pack (2 pcs, 40 g per pc)	124,440
	2	New Enhanced Nutribun Purple Sweet Potato 80 g per pack (2 pcs, 40 g per pc)	124,440
	3	Iron-Fortified Rice 250 g per pack	248,880
	4	High protein biscuit sesame seeds flavored 30 g per pack	62,220
	5	Dimsum-Siomai Chicken-Carrot 100 g per pack (4 pcs, 25 g per pc)	93,330
	6	Dimsum-Siomai Chicken-Mushroom 100 g per pack (4 pcs, 25 g per pc)	93,330
	7	Dimsum-Siomai Chicken-Malunggay 100 g per pack (4 pcs, 25 g per pc)	62,220
	8	Brown rice nutty-fruity bar chocolate flavored 50 g per pack	31,110
	9	Brown rice nutty-fruity bar caramel flavored 50 g per pack	31,110
	10	Wafer strawberry flavored 60 g per pack	31,110
	11	Wafer vanilla flavored 60 g per pack	31,110
	12	Vegetable baked chips cheese flavored 60 g (2 pc, 30 g per pack)	31,110
	13	Vegetable baked chips barbecue flavored 60 g (2 pc, 30 g per pack)	31,110
	14	Popcorn strawberry flavored 60 g per pack	31,110
	15	Popcorn tablea flavored 60 g per pack	31,110
	16	Butter cookies 30 g of cookies per pack	62,220
	17	Chocolate cookies 30 g of cookies per pack	62,220
	18	Ube cookies 30 g of cookies per pack	62,220
	19	Fruit Juice sweet potato leaves extract blend 150 ml	124,440
	20	Fruit Juice sweet potato leaves extract with mangosteen and calamansi blend 150 ml	124,440
<p><i>*Additionally, the following certifications must be included in the bidding documents:</i></p> <p><b>a. For New Enhanced Nutribun (Yellow and Purple Sweet Potato), Iron-Fortified Rice, and High Protein Biscuit: A Certification from the DOST-FNRI as specified in Section VII, Technical Specifications.</b></p> <p><b>b. Site Inspection Certificate</b></p> <p><i>Suppliers are required to bring a minimum of ten (10) samples of each food product in the opening of bids, scheduled on <b>June 25, 2025</b> at 9:00 a.m. The bid opening will take place at DepEd – City Schools Division of Biñan City, SDO Training Hall, P. Burgos St. Brgy. Sto.Domingo, Biñan City, Laguna.</i></p>			

20.2	<i>No additional requirement.</i>
21.2	<i>No additional requirement.</i>



## ***Section IV. General Conditions of Contract***

### **Notes on the General Conditions of Contract**

The General Conditions of Contract (GCC) in this Section, read in conjunction with the Special Conditions of Contract in Section V and other documents listed therein, should be a complete document expressing all the rights and obligations of the parties.

Matters governing performance of the Supplier, payments under the contract, or matters affecting the risks, rights, and obligations of the parties under the contract are included in the GCC and Special Conditions of Contract.

Any complementary information, which may be needed, shall be introduced only through the Special 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 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 VII (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**

- 5.1 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.
- 5.2 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***

### **Notes on the Special Conditions of Contract**

Similar to the BDS, the clauses in this Section are intended to assist the Procuring Entity in providing contract-specific information in relation to corresponding clauses in the GCC found in Section IV.

The Special Conditions of Contract (SCC) complement the GCC, specifying contractual requirements linked to the special circumstances of the Procuring Entity, the Procuring Entity's country, the sector, and the Goods purchased. In preparing this Section, the following aspects should be checked:

- a. Information that complements provisions of the GCC must be incorporated.
- b. Amendments and/or supplements to provisions of the GCC as necessitated by the circumstances of the specific purchase, must also be incorporated.

However, no special condition which defeats or negates the general intent and purpose of the provisions of the GCC should be incorporated herein.

## Special Conditions of Contract

GCC Clause	
1	<p><i>[List here any additional requirements for the completion of this Contract. The following requirements and the corresponding provisions may be deleted, amended, or retained depending on its applicability to this Contract:]</i></p> <p><b>Delivery and Documents –</b></p> <p>For purposes of the Contract, “EXW,” “FOB,” “FCA,” “CIF,” “CIP,” “DDP” and other trade terms used to describe the obligations of the parties shall have the meanings assigned to them by the current edition of INCOTERMS published by the International Chamber of Commerce, Paris. The Delivery terms of this Contract shall be as follows:</p> <p><i>[For Goods supplied from abroad, state:]</i> “The delivery terms applicable to the Contract are DDP delivered <i>[indicate place of destination]</i>. In accordance with INCOTERMS.”</p> <p><i>[For Goods supplied from within the Philippines, state:]</i> “The delivery terms applicable to this Contract are delivered to <b>27 Public Elementary School in Binan City</b>. 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 is <i>please refer to <b>Section VI. Schedule of Requirements (C. RECIPIENTS OF DOOR-TO-DOOR DELIVERY OF CY 2024 NUTRITIOUS FOOD PRODUCTS)</b></i>.</p> <p><b>Incidental Services –</b></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> <p><i>Select appropriate requirements and delete the rest.</i></p> <ol style="list-style-type: none"> <li>a. performance or supervision of on-site assembly and/or start-up of the supplied Goods;</li> <li>b. furnishing of tools required for assembly and/or maintenance of the supplied Goods;</li> <li>c. furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied Goods;</li> <li>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</li> </ol>

	<p>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> <p>f. <i>[Specify additional incidental service requirements, as needed.]</i></p> <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><b>Spare Parts –</b></p> <p>The Supplier is required to provide all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the Supplier:</p> <p><i>Select appropriate requirements and delete the rest.</i></p> <ol style="list-style-type: none"> <li>1. such spare parts as the Procuring Entity may elect to purchase from the Supplier, provided that this election shall not relieve the Supplier of any warranty obligations under this Contract; and</li> <li>2. in the event of termination of production of the spare parts: <ol style="list-style-type: none"> <li>i. advance notification to the Procuring Entity of the pending termination, in sufficient time to permit the Procuring Entity to procure needed requirements; and</li> <li>ii. following such termination, furnishing at no cost to the Procuring Entity, the blueprints, drawings, and specifications of the spare parts, if requested.</li> </ol> </li> </ol> <p>The spare parts and other components required are listed in <b>Section VI (Schedule of Requirements)</b> and the costs thereof are included in the contract price.</p> <p>The Supplier shall carry sufficient inventories to assure ex-stock supply of consumable spare parts or components for the Goods for a period of <i>[indicate here the time period specified. If not used indicate a time period of three times the warranty period]</i>.</p> <p>Spare parts or components shall be supplied as promptly as possible, but in any case, within <i>[insert appropriate time period]</i> months of placing the order.</p>

	<p><b>Packaging –</b></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 Goods’ final destination and the absence of heavy handling facilities at all points in transit.</p> <p>The packaging, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified below, and in any subsequent instructions ordered by the Procuring Entity.</p> <p>The outer packaging must be clearly marked on at least four (4) sides as follows:</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><b>Transportation –</b></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><b>Intellectual Property Rights –</b></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>
	<p><b>Regular and Recurring Services –</b></p> <p><i>[In case of contracts for regular and recurring services, state:]</i> “The contract for regular and recurring services shall be subject to a renewal whereby the performance evaluation of the service provider shall be conducted in accordance with Section VII. Technical specifications.”</p>
2.2	<p>The terms of payment shall be as follows:</p> <p>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</p>
4	<p>The inspections and tests that will be conducted are:</p> <p>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</p>



	<p>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.</p> <p>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.</p>
--	---

## ***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.

<b>Item Number</b>	<b>Description</b>	<b>Quantity</b>	<b>Total</b>	<b>Delivered, Weeks/Months</b>
1	New Enhanced Nutribun Yellow Sweet Potato 80 g per pack (2 pcs, 40 g per pc)	124,440	124,440	See attached details on the schedule of delivery
2	New Enhanced Nutribun Purple Sweet Potato 80 g per pack (2 pcs, 40 g per pc)	124,440	124,440	
3	Iron-Fortified Rice 250 g per pack	248,880	248,880	
4	High protein biscuit sesame seeds flavored 30 g per pack	62,220	62,220	
5	Dimsum-Siomai Chicken-Carrot 100 g per pack (4 pcs, 25 g per pc)	93,330	93,330	
6	Dimsum-Siomai Chicken-Mushroom 100 g per pack (4 pcs, 25 g per pc)	93,330	93,330	
7	Dimsum-Siomai Chicken-Malunggay 100 g per pack (4 pcs, 25 g per pc)	62,220	62,220	
8	Brown rice nutty-fruity bar chocolate flavored 50 g per pack	31,110	31,110	
9	Brown rice nutty-fruity bar caramel flavored 50 g per pack	31,110	31,110	
10	Wafer strawberry flavored 60 g per pack	31,110	31,110	
11	Wafer vanilla flavored 60 g per pack	31,110	31,110	
12	Vegetable baked chips cheese flavored 60 g (2 pc, 30 g per pack)	31,110	31,110	
13	Vegetable baked chips barbecue flavored 60 g (2 pc, 30 g per pack)	31,110	31,110	
14	Popcorn strawberry flavored 60 g per pack	31,110	31,110	
15	Popcorn tablea flavored 60 g per pack	31,110	31,110	
16	Butter cookies 30 g of cookies per pack	62,220	62,220	
17	Chocolate cookies 30 g of cookies per pack	62,220	62,220	
18	Ube cookies 30 g of cookies per pack	62,220	62,220	

19	Fruit Juice sweet potato leaves extract blend 150 ml	124,440	124,440	
20	Fruit Juice sweet potato leaves extract with mangosteen and calamansi blend 150 ml	124,440	124,440	
<b>TOTAL</b>			<b>1,493,280</b>	

#### **A. DELIVERY SCHEDULE**

Complete delivery of the Lot shall be made within **two hundred forty (240) calendar days** from the date of receipt of the Notice to Proceed (NTP) by the Supplier or the date provided for such purpose indicated in the NTP.

#### **B. PROJECT SITE**

Goods shall be delivered to 27 Public Elementary Schools in Biñan City listed in this Schedule of Requirements. (see Attachment ***B. DELIVERY SCHEDULE AND DISTRIBUTION PER SCHOOL***).

#### **C. DOOR-TO-DOOR DELIVERY AND RECEIVING INSTRUCTIONS**

The Supplier must strictly adhere to the following instructions:

##### **1. Delivery to Designated Schools:**

- The Goods specified in this Schedule of Requirements and/or Technical Specifications shall be delivered exclusively to the designated schools outlined herein. The commencement of the actual door-to-door delivery to the 27 public elementary schools is scheduled to begin on **July 14, 2025**.

##### **2. Communication of Delivery Dates:**

- The exact Door-to-Door delivery dates will be communicated to the winning bidder before the issuance of the Notice to Proceed (NTP). Upon receiving the NTP, the Supplier must promptly confirm the delivery schedule and provide a detailed plan of action to the Division BAC.
- Establish a clear communication channel between the Supplier and the authorized receiving personnel of the Schools. Any changes, delays, or issues regarding the delivery must be promptly communicated and documented.

##### **3. Advance Notification:**

- The Supplier shall notify the designated authorized receiving personnel (*School Head or Administrative Officer II / School Property Custodian or School-Based Feeding Coordinator from Schools*) at the Project Site about the scheduled Door-to-Door delivery date at least three (3) **working days** in advance.

##### **4. Agreed Upon Delivery Site:**

- The Supplier shall deliver Door-to-Door to the Project Site as agreed upon by the End-user and the Supplier, considering the availability of the (*School Head or Administrative Officer II / School Property Custodian or School-Based*

*Feeding Coordinator from Schools*), adhering to the Time-on-Task policy of the Department of Education.

**5. Product Inspection:**

- The authorized receiving personnel from the Public Elementary Schools reserve the right to inspect the delivered goods for quality and compliance with specifications before acceptance. The Supplier must accommodate and facilitate this inspection process.

**6. Packaging and Labeling Compliance:**

- Ensure that all products are appropriately packaged and labeled according to the specifications outlined in the bidding documents.

**7. Temperature Control (if applicable):**

- If the delivered items require specific temperature conditions, the Supplier must adhere to the recommended storage and transportation temperatures as specified in the technical specifications.

**8. Signing of Delivery Receipts:**

- During the Door-to-Door delivery process, the authorized receiving personnel (*School Head or Administrative Officer II / School Property Custodian or School-Based Feeding Coordinator from Schools*) from the Schools must sign the Delivery Receipts.

**9. Contingency Plans:**

- The Supplier should develop and share contingency plans for unforeseen circumstances that may affect the delivery, such as transportation delays, product shortages, or other logistical challenges.

**10. Emergency Contact Information:**

- Provide emergency contact information for key personnel involved in the delivery process, including the SBFP Coordinator, authorized receiving personnel, and any other relevant contacts.

**11. Dispute Resolution Mechanism:**

- Clearly outline the steps and procedures for resolving any disputes or issues that may arise during the delivery process, ensuring a fair and efficient resolution.

## ATTACHMENTS

### A. CYCLE MENU

#### CYCLE MENU PLAN FOR NUTRITIOUS FOOD PRODUCTS 40-Day Cycle Menu

WEEK	DAY 1	DAY 2	DAY 3	DAY 4	DAY 5
<b>1, 9, 17</b>	New Enhanced Nutribun Yellow sweet potato variant 40 g x 2 pc	Brown Rice Nutty Fruity Bar Chocolate Flavored 50 g	Fruit Juice (Sweet Potato Leaves Extract Blend) 150 ml and Cookies Butter Flavored 30 g	Dimsum-siomai chicken-carrot 25 g x 4 pc/pack	Iron-Fortified Rice 250 g
<b>2, 10, 18</b>	New Enhanced Nutribun Purple sweet potato variant 40 g x 2 pc	Wafer Vanilla Flavored 60 g	Fruit Juice (Sweet Potato Leaves Extract with Mangosteen and Calamansi Extract Blend) 150 ml Cookies Chocolate Flavored 30 g	Dimsum-siomai chicken-mushroom 25 g x 4 pc/pack	Iron-Fortified Rice 250 g
<b>3, 11, 19</b>	New Enhanced Nutribun Yellow sweet potato variant 40 g x 2 pc	Vegetable Baked Chips Cheese Flavored 60 g	Fruit Juice (Sweet Potato Leaves Extract Blend) 150 ml and Cookies Ube Flavored 30 g	Dimsum-siomai chicken-malunggay 25 g x 4 pc/pack	Iron-Fortified Rice 250 g

<b>4, 12, 20</b>	New Enhanced Nutribun Purple sweet potato variant 40 g x 2 pc	Popcorn Strawberry Flavored 60 g	Fruit Juice (Sweet Potato Leaves Extract with Mangosteen and Calamansi Blend) 150 ml and High-Protein Biscuit Sesame Flavored 30 g	Dimsum-siomai chicken-carrot 25 g x 4 pc/pack	Iron-Fortified Rice 250 g
<b>5, 13, 21</b>	New Enhanced Nutribun Yellow sweet potato variant 40 g x 2 pc	Brown Rice Nutty Fruity Bar Caramel Flavored 50 g	Fruit Juice (Sweet Potato Leaves Extract Blend) 150 ml and Cookies Butter Flavored 30 g	Dimsum-siomai chicken-mushroom 25 g x 4 pc/pack	Iron-Fortified Rice 250 g
<b>6, 14, 22</b>	New Enhanced Nutribun Purple sweet potato variant 40 g x 2 pc	Wafer Strawberry Flavored 60 g	Fruit Juice (Sweet Potato Leaves Extract with Mangosteen and Calamansi Blend) 150 ml Cookies Chocolate Flavored 30 g	Dimsum-siomai chicken-malunggay 25 g x 4 pc/pack	Iron-Fortified Rice 250 g
<b>7, 15, 23</b>	New Enhanced Nutribun Yellow sweet potato variant 40 g x 2 pc	Vegetable Baked Chips Barbecue Flavored 60 g	Fruit Juice (Sweet Potato Leaves Extract Blend) 150 ml and Cookies Ube Flavored 30 g	Dimsum-siomai chicken-carrot 25 g x 4 pc/pack	Iron-Fortified Rice 250 g
<b>8, 16, 24</b>	New Enhanced Nutribun Purple sweet potato variant 40 g x 2 pc	Popcorn Tablea Flavored 60 g	Fruit Juice (Sweet Potato Leaves Extract with Mangosteen and Calamansi Blend) 150 ml and High-Protein Biscuit Sesame Flavored 30 g	Dimsum-siomai chicken-mushroom 25 g x 4 pc/pack	Iron-Fortified Rice 250 g

## B. DELIVERY SCHEDULE AND DISTRIBUTION PER SCHOOL

### Week 1, 9, 17

No.	Name of School	Beneficiaries	Week 1, 9, 17				
			New Enhanced Nutribun Yellow sweet potato variant 40 g x 2 pc	Brown Rice Nutty Fruity Bar Chocolate Flavored 50 g	Fruit Juice (Sweet Potato Leaves Extract Blend) 150 ml and Cookies Butter Flavored 30 g	Dimsum-siomai chicken-carrot 25 g x 4 pc/pack	Iron-Fortified Rice 250 g
1	Biñan ES	604	604	604	604	604	604
2	Canlalay ES	400	400	400	400	400	400
3	Dela Paz ES	558	558	558	558	558	558
4	Dela Paz West ES	487	487	487	487	487	487
5	Dr. Jose G. Tamayo MES	309	309	309	309	309	309
6	Dr. Marcelino Z. Batista MES	377	377	377	377	377	377
7	Ganado ES	193	193	193	193	193	193
8	Langkiwa ES	175	175	175	175	175	175
9	Loma ES	229	229	229	229	229	229
10	Malaban East ES	519	519	519	519	519	519
11	Malaban ES	1,361	1,361	1,361	1,361	1,361	1,361
12	Mamplasan ES	298	298	298	298	298	298
13	Our Lady of Lourdes ES	149	149	149	149	149	149
14	Pagkakaissa ES	652	652	652	652	652	652
15	Pedro H. Escueta MES	231	231	231	231	231	231
16	Platero ES	281	281	281	281	281	281
17	St. Anthony Integrated School	167	167	167	167	167	167
18	San Francisco ES	303	303	303	303	303	303
19	San Vicente ES	665	665	665	665	665	665
20	Sorosoro ES	155	155	155	155	155	155
21	Southville 5 ES	149	149	149	149	149	149
22	Southville 5A ES	938	938	938	938	938	938
23	Sto. Tomas ES	351	351	351	351	351	351
24	Timbao ES	255	255	255	255	255	255
25	Tomas A. Turalba MES	212	212	212	212	212	212
26	Tubigan ES	152	152	152	152	152	152
27	Zapote ES	200	200	200	200	200	200
<b>Total</b>		<b>10,370</b>	<b>10,370</b>	<b>10,370</b>	<b>10,370</b>	<b>10,370</b>	<b>10,370</b>

## Week 2, 10, 18

No.	Name of School	Beneficiaries	Week 2, 10, 18				
			New Enhanced Nutribun Purple sweet potato variant 40 g x 2 pc	Wafer Vanilla Flavored 60 g	Fruit Juice (Sweet Potato Leaves Extract with Mangosteen and Calamansi Blend) 150 ml Cookies Chocolate Flavored 30 g	Dimsum-siomai chicken- mushroom 25 g x 4 pc/pack	Iron-Fortified Rice 250 g
1	Biñan ES	604	604	604	604	604	604
2	Canlalay ES	400	400	400	400	400	400
3	Dela Paz ES	558	558	558	558	558	558
4	Dela Paz West ES	487	487	487	487	487	487
5	Dr. Jose G. Tamayo MES	309	309	309	309	309	309
6	Dr. Marcelino Z. Batista MES	377	377	377	377	377	377
7	Ganado ES	193	193	193	193	193	193
8	Langkiwa ES	175	175	175	175	175	175
9	Loma ES	229	229	229	229	229	229
10	Malaban East ES	519	519	519	519	519	519
11	Malaban ES	1,361	1,361	1,361	1,361	1,361	1,361
12	Mamplasan ES	298	298	298	298	298	298
13	Our Lady of Lourdes ES	149	149	149	149	149	149
14	Pagkakaisa ES	652	652	652	652	652	652
15	Pedro H. Escueta MES	231	231	231	231	231	231
16	Platero ES	281	281	281	281	281	281
17	St. Anthony Integrated School	167	167	167	167	167	167
18	San Francisco ES	303	303	303	303	303	303
19	San Vicente ES	665	665	665	665	665	665
20	Sorosoro ES	155	155	155	155	155	155
21	Southville S ES	149	149	149	149	149	149
22	Southville SA ES	938	938	938	938	938	938
23	Sto. Tomas ES	351	351	351	351	351	351
24	Timbao ES	255	255	255	255	255	255
25	Tomas A. Turalba MES	212	212	212	212	212	212
26	Tubigan ES	152	152	152	152	152	152
27	Zapote ES	200	200	200	200	200	200
Total		10,370	10,370	10,370	10,370	10,370	10,370



## Week 3, 11, 19

No.	Name of School	Beneficiaries	Week 3, 11, 19				
			New Enhanced Nutribun Yellow sweet potato variant 40 g x 2 pc	Vegetable Baked Chips Cheese Flavored 60 g	Fruit Juice (Sweet Potato Leaves Extract Blend) 150 ml and Cookies Ube Flavored 30 g	Dimsum-siomai chicken- malunggay 25 g x 4 pc/pack	Iron-Fortified Rice 250 g
1	Biñan ES	604	604	604	604	604	604
2	Canlalay ES	400	400	400	400	400	400
3	Dela Paz ES	558	558	558	558	558	558
4	Dela Paz West ES	487	487	487	487	487	487
5	Dr. Jose G. Tamayo MES	309	309	309	309	309	309
6	Dr. Marcelino Z. Batista MES	377	377	377	377	377	377
7	Ganado ES	193	193	193	193	193	193
8	Langkiwa ES	175	175	175	175	175	175
9	Loma ES	229	229	229	229	229	229
10	Malaban East ES	519	519	519	519	519	519
11	Malaban ES	1,361	1,361	1,361	1,361	1,361	1,361
12	Mamplasan ES	298	298	298	298	298	298
13	Our Lady of Lourdes ES	149	149	149	149	149	149
14	Pagkakaisa ES	652	652	652	652	652	652
15	Pedro H. Escueta MES	231	231	231	231	231	231
16	Platero ES	281	281	281	281	281	281
17	St. Anthony Integrated School	167	167	167	167	167	167
18	San Francisco ES	303	303	303	303	303	303
19	San Vicente ES	665	665	665	665	665	665
20	Sorosoro ES	155	155	155	155	155	155
21	Southville 5 ES	149	149	149	149	149	149
22	Southville 5A ES	938	938	938	938	938	938
23	Sto. Tomas ES	351	351	351	351	351	351
24	Timbao ES	255	255	255	255	255	255
25	Tomas A. Turalba MES	212	212	212	212	212	212
26	Tubigan ES	152	152	152	152	152	152
27	Zapote ES	200	200	200	200	200	200
Total		10,370	10,370	10,370	10,370	10,370	10,370

## Week 4, 12, 20

No.	Name of School	Beneficiaries	Week 4, 12, 20				
			New Enhanced Nutribun Purple sweet potato variant 40 g x 2 pc	Popcorn Strawberry Flavored 60 g	Fruit Juice (Sweet Potato Leaves Extract with Mangosteen and Calamansi Blend) 150 ml and High-Protein Biscuit Sesame Flavored 30 g	Dimsum-siomai chicken-carrot 25 g x 4 pc/pack	Iron-Fortified Rice 250 g
1	Biñan ES	604	604	604	604	604	604
2	Canlalay ES	400	400	400	400	400	400
3	Dela Paz ES	558	558	558	558	558	558
4	Dela Paz West ES	487	487	487	487	487	487
5	Dr. Jose G. Tamayo MES	309	309	309	309	309	309
6	Dr. Marcelino Z. Batista MES	377	377	377	377	377	377
7	Ganado ES	193	193	193	193	193	193
8	Langkiwa ES	175	175	175	175	175	175
9	Loma ES	229	229	229	229	229	229
10	Malaban East ES	519	519	519	519	519	519
11	Malaban ES	1,361	1,361	1,361	1,361	1,361	1,361
12	Mamplasan ES	298	298	298	298	298	298
13	Our Lady of Lourdes ES	149	149	149	149	149	149
14	Pagkakaisa ES	652	652	652	652	652	652
15	Pedro H. Escueta MES	231	231	231	231	231	231
16	Platero ES	281	281	281	281	281	281
17	St. Anthony Integrated School	167	167	167	167	167	167
18	San Francisco ES	303	303	303	303	303	303
19	San Vicente ES	665	665	665	665	665	665
20	Sorosoro ES	155	155	155	155	155	155
21	Southville 5 ES	149	149	149	149	149	149
22	Southville 5A ES	938	938	938	938	938	938
23	Sto. Tomas ES	351	351	351	351	351	351
24	Timbao ES	255	255	255	255	255	255
25	Tomas A. Turalba MES	212	212	212	212	212	212
26	Tubigan ES	152	152	152	152	152	152
27	Zapote ES	200	200	200	200	200	200
<b>Total</b>		<b>10,370</b>	<b>10,370</b>	<b>10,370</b>	<b>10,370</b>	<b>10,370</b>	<b>10,370</b>

## Week 5, 13, 21

No.	Name of School	Beneficiaries	Week 5, 13, 21				
			New Enhanced Nutribun Yellow sweet potato variant 40 g x 2 pc	Brown Rice Nutty Fruity Bar Caramel Flavored 50 g	Fruit Juice (Sweet Potato Leaves Extract Blend) 150 ml and Cookies Butter Flavored 30 g	Dimsum-siomai chicken- mushroom 25 g x 4 pc/pack	Iron-Fortified Rice 250 g
1	Biñan ES	604	604	604	604	604	604
2	Canlalay ES	400	400	400	400	400	400
3	Dela Paz ES	558	558	558	558	558	558
4	Dela Paz West ES	487	487	487	487	487	487
5	Dr. Jose G. Tamayo MES	309	309	309	309	309	309
6	Dr. Marcelino Z. Batista MES	377	377	377	377	377	377
7	Ganado ES	193	193	193	193	193	193
8	Langkiwa ES	175	175	175	175	175	175
9	Loma ES	229	229	229	229	229	229
10	Malaban East ES	519	519	519	519	519	519
11	Malaban ES	1,361	1,361	1,361	1,361	1,361	1,361
12	Mamplasan ES	298	298	298	298	298	298
13	Our Lady of Lourdes ES	149	149	149	149	149	149
14	Pagkakaisa ES	652	652	652	652	652	652
15	Pedro H. Escueta MES	231	231	231	231	231	231
16	Platero ES	281	281	281	281	281	281
17	St. Anthony Integrated School	167	167	167	167	167	167
18	San Francisco ES	303	303	303	303	303	303
19	San Vicente ES	665	665	665	665	665	665
20	Sorosoro ES	155	155	155	155	155	155
21	Southville 5 ES	149	149	149	149	149	149
22	Southville 5A ES	938	938	938	938	938	938
23	Sto. Tomas ES	351	351	351	351	351	351
24	Timbao ES	255	255	255	255	255	255
25	Tomas A. Turalba MES	212	212	212	212	212	212
26	Tubigan ES	152	152	152	152	152	152
27	Zapote ES	200	200	200	200	200	200
<b>Total</b>		<b>10,370</b>	<b>10,370</b>	<b>10,370</b>	<b>10,370</b>	<b>10,370</b>	<b>10,370</b>

## Week 6, 14, 22

No.	Name of School	Beneficiaries	Week 6, 14, 22				
			New Enhanced Nutribun Purple sweet potato variant 40 g x 2 pc	Wafer Strawberry Flavored 60 g	Fruit Juice (Sweet Potato Leaves Extract with Mangosteen and Calamansi Blend) 150 ml Cookies Chocolate Flavored 30 g	Dimsum-siomai chicken-malunggay 25 g x 4 pc/pack	Iron-Fortified Rice 250 g
1	Biñan ES	604	604	604	604	604	604
2	Canlalay ES	400	400	400	400	400	400
3	Dela Paz ES	558	558	558	558	558	558
4	Dela Paz West ES	487	487	487	487	487	487
5	Dr. Jose G. Tamayo MES	309	309	309	309	309	309
6	Dr. Marcelino Z. Batista MES	377	377	377	377	377	377
7	Ganado ES	193	193	193	193	193	193
8	Langkiwa ES	175	175	175	175	175	175
9	Loma ES	229	229	229	229	229	229
10	Malaban East ES	519	519	519	519	519	519
11	Malaban ES	1,361	1,361	1,361	1,361	1,361	1,361
12	Mamplasan ES	298	298	298	298	298	298
13	Our Lady of Lourdes ES	149	149	149	149	149	149
14	Pagkakaisa ES	652	652	652	652	652	652
15	Pedro H. Escueta MES	231	231	231	231	231	231
16	Platero ES	281	281	281	281	281	281
17	St. Anthony Integrated School	167	167	167	167	167	167
18	San Francisco ES	303	303	303	303	303	303
19	San Vicente ES	665	665	665	665	665	665
20	Sorosoro ES	155	155	155	155	155	155
21	Southville 5 ES	149	149	149	149	149	149
22	Southville 5A ES	938	938	938	938	938	938
23	Sto. Tomas ES	351	351	351	351	351	351
24	Timbao ES	255	255	255	255	255	255
25	Tomas A. Turalba MES	212	212	212	212	212	212
26	Tubigan ES	152	152	152	152	152	152
27	Zapote ES	200	200	200	200	200	200
<b>Total</b>		<b>10,370</b>	<b>10,370</b>	<b>10,370</b>	<b>10,370</b>	<b>10,370</b>	<b>10,370</b>

## Week 7, 15, 23

No.	Name of School	Beneficiaries	Week 7, 15, 23				
			New Enhanced Nutribun Yellow sweet potato variant 40 g x 2 pc	Vegetable Baked Chips Barbecue Flavored 60 g	Fruit Juice (Sweet Potato Leaves Extract Blend) 150 ml and Cookies Ube Flavored 30 g	Dimsum-siomai chicken-carrot 25 g x 4 pc/pack	Iron-Fortified Rice 250 g
1	Biñan ES	604	604	604	604	604	604
2	Canlalay ES	400	400	400	400	400	400
3	Dela Paz ES	558	558	558	558	558	558
4	Dela Paz West ES	487	487	487	487	487	487
5	Dr. Jose G. Tamayo MES	309	309	309	309	309	309
6	Dr. Marcelino Z. Batista MES	377	377	377	377	377	377
7	Ganado ES	193	193	193	193	193	193
8	Langkiwa ES	175	175	175	175	175	175
9	Loma ES	229	229	229	229	229	229
10	Malaban East ES	519	519	519	519	519	519
11	Malaban ES	1,361	1,361	1,361	1,361	1,361	1,361
12	Mamplasan ES	298	298	298	298	298	298
13	Our Lady of Lourdes ES	149	149	149	149	149	149
14	Pagkakaisa ES	652	652	652	652	652	652
15	Pedro H. Escueta MES	231	231	231	231	231	231
16	Platero ES	281	281	281	281	281	281
17	St. Anthony Integrated School	167	167	167	167	167	167
18	San Francisco ES	303	303	303	303	303	303
19	San Vicente ES	665	665	665	665	665	665
20	Sorosoro ES	155	155	155	155	155	155
21	Southville S ES	149	149	149	149	149	149
22	Southville 5A ES	938	938	938	938	938	938
23	Sto. Tomas ES	351	351	351	351	351	351
24	Timbao ES	255	255	255	255	255	255
25	Tomas A. Turalba MES	212	212	212	212	212	212
26	Tubigan ES	152	152	152	152	152	152
27	Zapote ES	200	200	200	200	200	200
<b>Total</b>		<b>10,370</b>	<b>10,370</b>	<b>10,370</b>	<b>10,370</b>	<b>10,370</b>	<b>10,370</b>

## Week 8, 16, 24

No.	Name of School	Beneficiaries	Week 8, 16, 24				
			New Enhanced Nutribun Purple sweet potato variant 40 g x 2 pc	Popcorn Tablea Flavored 60 g	Fruit Juice (Sweet Potato Leaves Extract with Mangosteen and Calamansi Flavored) 150 ml and High-Protein Biscuit Sesame Flavored 30 g	Dimsum-siomai chicken-mushroom 25 g x 4 pc/pack	Iron-Fortified Rice 250 g
1	Biñan ES	604	604	604	604	604	604
2	Canlalay ES	400	400	400	400	400	400
3	Dela Paz ES	558	558	558	558	558	558
4	Dela Paz West ES	487	487	487	487	487	487
5	Dr. Jose G. Tamayo MES	309	309	309	309	309	309
6	Dr. Marcelino Z. Batista MES	377	377	377	377	377	377
7	Ganado ES	193	193	193	193	193	193
8	Langkiwa ES	175	175	175	175	175	175
9	Loma ES	229	229	229	229	229	229
10	Malaban East ES	519	519	519	519	519	519
11	Malaban ES	1,361	1,361	1,361	1,361	1,361	1,361
12	Mamplasan ES	298	298	298	298	298	298
13	Our Lady of Lourdes ES	149	149	149	149	149	149
14	Pagkakaisa ES	652	652	652	652	652	652
15	Pedro H. Escueta MES	231	231	231	231	231	231
16	Platero ES	281	281	281	281	281	281
17	St. Anthony Integrated School	167	167	167	167	167	167
18	San Francisco ES	303	303	303	303	303	303
19	San Vicente ES	665	665	665	665	665	665
20	Sorosoro ES	155	155	155	155	155	155
21	Southville 5 ES	149	149	149	149	149	149
22	Southville 5A ES	938	938	938	938	938	938
23	Sto. Tomas ES	351	351	351	351	351	351
24	Timbao ES	255	255	255	255	255	255
25	Tomas A. Turalba MES	212	212	212	212	212	212
26	Tubigan ES	152	152	152	152	152	152
27	Zapote ES	200	200	200	200	200	200
<b>Total</b>		<b>10,370</b>	<b>10,370</b>	<b>10,370</b>	<b>10,370</b>	<b>10,370</b>	<b>10,370</b>

**C. RECIPIENTS OF DOOR-TO-DOOR DELIVERY OF FY 2025  
NUTRITIOUS FOOD PRODUCTS**

#	School	School Head	Contact Number	School Address
1	Biñan Elementary School	Roan A. Segales	09502813682	P. Burgos St. Brgy. Sto. Domingo City Of Biñan Laguna
2	Canlalay Elementary School	Charity Mae L. Satoquia	09178710445	Maribel Subd. Canlalay Biñan City Laguna
3	Dela Paz (West) Elementary School	Marietta I. Faraon	09176360556	Almeda Subdivision, Brgy. Dela Paz, City Of Binan, Laguna
4	Dela Paz Elementary School	Digna D. Falculan	09213454955	P. Paterno Street Dela Paz Main Elementary School
5	Dr. Jose G. Tamayo Memorial Elementary School	Reynaldo S. Cabal	09171389655	Purok 4, Sto Niño Biñan City
6	Dr. Marcelino Z. Batista Memorial Elementary School	Grace P. Hufalar	09294147795	Champaca St. Batista Subd. Barangay San Jose Binan Laguna
7	Ganado Elementary School	Rowell G. Regalado	09959079785	Purok 3, Brgy. Ganado, Biñan City, Laguna
8	Langkiwa Elementary School	Ana Alma G Ricafort	09295135389	Purok 2, Barangay Langkiwa, Binan City Laguna
9	Loma Elementary School	Manolito P. Asetre	09185938651	Cattleya St., Brgy. Loma, City Of Biñan, Laguna
10	Malaban (East) Elementary School	Jo Anna Loraine R Buenafe	09175011424	Zone 2, Ilaya St. Brgy. Malaban, City Of Binan, Laguna
11	Malaban Elementary School	Rowena S. Bederico	09178707914	Pedro H. Escueta Street, Malaban, Binan City, Laguna

12	Mamplasan Elementary School	Emmanuelita J. Alonde	09985503552	Purok 2, Mamplasan, Binan City, Laguna
13	Our Lady of Lourdes Elementary School	Edna C. Sta. Ana	09759647132	Champagne St. Malamig, Binan City, Laguna
14	Pagkakaisa Elementary School	Nenette M.Lacuarin	09393615437	Romana Subd., San Antonio, Biñan City, Laguna
15	Pedro H. Escueta Memorial Elementary School	Jonard B. Castillo	09084167639	Balimbing St. Garcia Subd. San Antonio, City Of Binan
16	Platero Elementary School	Cherry R Ang	09178700119	Nielo St. Platero Binan City
17	San Francisco Elementary School	Gerardo B. Rey	09478967262	Tuklas St., San Francisco, Biñan City, Laguna
18	San Vicente Elementary School	Ruby C. Almadrones	09755956559	Malvar St. Brgy. San Vicente Binan Laguna
19	Soro-Soro Elementary School	Rosalyn C. Valderama	09605341948	Purok 4 Soro-Soro Biñan City Laguna
20	Southville 5 Elementary School	Dennis R. Estocado	09497915105	Block 25 Lot 2 St. Joseph Village Brgy. Timbao Binan City, Laguna
21	Southville 5A Elementary School	Myrna G. Palma	09063924732	Southville 5a Subd. Phase 1, Langkiwa, Binan City
22	St. Anthony Integrated School	Mary Joy L. Cabiles	09628778068	Holy St., St. Francis Vii, San Antonio, Binan City, Laguna
23	Sto. Tomas Elementary School	Donnabelle B. Mendoza	09236566253	Purok 5, Sto. Tomas, Binan, Laguna
24	Timbao Elementary School	Delio E. Escaño	09178777044	Purok 2, Brgy. Timbao Biñan City, Laguna
25	Tomas A. Turalba Memorial Elementary School	Analiza L. San Juan	09360545307	China St. Tnc Southville Brgy.Bungahan Biñan City Laguna
26	Tubigan Elementary School	Roann T. Padua	09171821560	Purok 3 Brgy. Tubigan Binan City, Laguna
27	Zapote Elementary School	Jael Faith T. Ledesma	09060451653	Brgy. Zapote Biñan City Laguna



## ***Section VII. Technical Specifications***

### **Notes for Preparing the Technical Specifications**

A set of precise and clear specifications is a prerequisite for Bidders to respond realistically and competitively to the requirements of the Procuring Entity without qualifying their Bids. In the context of Competitive Bidding, the specifications (*e.g.* production/delivery schedule, manpower requirements, and after-sales service/parts, descriptions of the lots or items) must be prepared to permit the widest possible competition and, at the same time, present a clear statement of the required standards of workmanship, materials, and performance of the goods and services to be procured. Only if this is done will the objectives of transparency, equity, efficiency, fairness, and economy in procurement be realized, responsiveness of bids be ensured, and the subsequent task of bid evaluation and post-qualification facilitated. The specifications should require that all items, materials and accessories to be included or incorporated in the goods be new, unused, and of the most recent or current models, and that they include or incorporate all recent improvements in design and materials unless otherwise provided in the Contract.

Samples of specifications from previous similar procurements are useful in this respect. The use of metric units is encouraged. Depending on the complexity of the goods and the repetitiveness of the type of procurement, it may be advantageous to standardize the General Technical Specifications and incorporate them in a separate subsection. The General Technical Specifications should cover all classes of workmanship, materials, and equipment commonly involved in manufacturing similar goods. Deletions or addenda should then adapt the General Technical Specifications to the particular procurement.

Care must be taken in drafting specifications to ensure that they are not restrictive. In the specification of standards for equipment, materials, and workmanship, recognized Philippine and international standards should be used as much as possible. Where other particular standards are used, whether national standards or other standards, the specifications should state that equipment, materials, and workmanship that meet other authoritative standards, and which ensure at least a substantially equal quality than the standards mentioned, will also be acceptable. The following clause may be inserted in the Special Conditions of Contract or the Technical Specifications.

#### **Sample Clause: Equivalency of Standards and Codes**

Wherever reference is made in the Technical Specifications to specific standards and codes to be met by the goods and materials to be furnished or tested, the provisions of the latest edition or revision of the relevant standards and codes shall apply, unless otherwise expressly stated in the Contract. Where such standards and codes are national or relate to a particular country or region, other authoritative standards that ensure substantial equivalence to the standards and codes specified will be acceptable.

Reference to brand name and catalogue number should be avoided as far as possible; where unavoidable they should always be followed by the words “*or at least equivalent.*” References to brand names cannot be used when the funding source is the GOP.

Where appropriate, drawings, including site plans as required, may be furnished by the Procuring Entity with the Bidding Documents. Similarly, the Supplier may be requested to provide drawings or samples either with its Bid or for prior review by the Procuring Entity during contract execution.

Bidders are also required, as part of the technical specifications, to complete their statement of compliance demonstrating how the items comply with the specification.

In case of Renewal of Regular and Recurring Services, the Procuring Entity must indicate here the technical requirements for the service provider, which must include the set criteria in the conduct of its performance evaluation.

# Technical Specifications

## Lot 1 – Nutritious Food Products

Type of Food	New Enhanced Nutribun with certification for each variant from DOST-FNRI															
Flavor/Variant	Yellow sweet potato, purple sweet potato															
Serving Size	80 g (2 pc, 40 g per pc)															
Estimated Cost	Php 20.00 per pack															
Quality	Bread is received in good condition, not expired, no signs of damage in packs, no signs of holes, no molds, no foul smell, no discoloration, pest-free, and soft in texture.															
Packaging	Individually packed in food-grade packaging. The packaging must clearly and readably indicate the Manufacturing Date, Expiration Date, and a laser-printed sign per pack or through the use of thermal or water-proof sticker that indicates " <b>DepEd-SBFP, NOT FOR SALE</b> "															
Expiration	Expiration date for new enhanced nutribun should be at least 7 days from the date of manufacturing.															
Nutritional Content	<table><tr><td></td><td>Amount Per Serving</td></tr><tr><td>Energy</td><td>230-270- Kcal</td></tr><tr><td>Saturated Fat</td><td>0-7 g</td></tr><tr><td>Protein</td><td>6-10 g</td></tr><tr><td>Sugar</td><td>10-20 g</td></tr><tr><td>Sodium</td><td>120-200 mg</td></tr><tr><td>Vitamin A</td><td>130-250 mcg</td></tr></table> <p>Nutritional analysis may be required to assess whether the food product's nutrient content is within the prescribed amount of nutrients per serving size.</p>			Amount Per Serving	Energy	230-270- Kcal	Saturated Fat	0-7 g	Protein	6-10 g	Sugar	10-20 g	Sodium	120-200 mg	Vitamin A	130-250 mcg
	Amount Per Serving															
Energy	230-270- Kcal															
Saturated Fat	0-7 g															
Protein	6-10 g															
Sugar	10-20 g															
Sodium	120-200 mg															
Vitamin A	130-250 mcg															
Technical Requirements for Suppliers	<p>The suppliers should be certified by the DOST-FNRI as Technology Adoptor for each variant of Enhanced Nutribun or New Enhanced Nutribun. The manufacturer shall be the priority in the supply of goods.</p> <p>In cases when traders bid for supply, they must be authorized to of Enhanced Nutribun or New Enhanced Nutribun from at most three (3) manufacturers licensed and certified by DOST-FNRI through a Certificate of Distributorship or Joint Venture Agreement specifying the implementation period (school year), product quantity, and the SDO to be supplied.</p>															
Delivery Schedule	Once a week															
Drop-off Points	Door-to-door delivery to 27 public elementary schools															
Payment Schedule	Staggered payment once distribution is started															
Sensory evaluation acceptability tests	The food product should pass the sensory evaluation acceptability tests where samples must be provided during which.															

Type of Food	Iron-Fortified Rice (IFR) with certification from DOST-FNRI											
Flavor/Variant	Not applicable											
Serving Size	250 g per pack (raw, uncooked)											
Estimated Cost	Php 22.00 per pack											
Quality	Rice is received in good condition, not expired, no signs of damage in packs, no signs of holes, no molds, no foul smell, no discoloration, and pest-free. Most of the rice grains must be whole.											
Packaging	Individually packed or bulk packaging in brand new food-grade packaging. The classification of rice must indicate whether it is well-milled or regular-milled, as well as the grade of rice. The packaging must clearly and readably indicate the Manufacturing Date, Expiration Date, and an imprinted sign per pack that indicates "DepEd-SBFP, NOT FOR SALE" using a suitable food-grade ink.											
Expiration	Expiration date should be at least 6 months from the date of manufacturing.											
Nutritional Content	<table><tr><td></td><td>Amount Per Serving</td></tr><tr><td>Energy</td><td>700-900 Kcal</td></tr><tr><td>Protein</td><td>10-20 g</td></tr><tr><td>Total Carbohydrate</td><td>140-200 g</td></tr><tr><td>Iron</td><td>4-9 mg</td></tr></table> <p>Nutritional analysis may be required to assess whether the food product's nutrient content is within the prescribed amount per serving.</p>			Amount Per Serving	Energy	700-900 Kcal	Protein	10-20 g	Total Carbohydrate	140-200 g	Iron	4-9 mg
	Amount Per Serving											
Energy	700-900 Kcal											
Protein	10-20 g											
Total Carbohydrate	140-200 g											
Iron	4-9 mg											
Technical Requirements for Suppliers	<p>The suppliers should be certified by the DOST-FNRI as Technology Adoptor for Iron-Fortified Rice. The manufacturer shall be the priority in the supply of goods.</p> <p>In cases when traders bid for supply, they must be authorized to supply Iron-Fortified Rice from at most three (3) manufacturers licensed and certified by DOST-FNRI through a Certificate of Distributorship or Joint Venture Agreement specifying the implementation period (school year), product quantity, and the SDO to be supplied.</p>											
Delivery Schedule	Once a week											
Drop-off Points	Door-to-door delivery to 27 public elementary schools											
Payment Schedule	Staggered payment once distribution is started											
Sensory evaluation acceptability tests	Should pass the sensory evaluation acceptability tests where samples must be provided during which.											

Type of Food	<b>High-Protein Biscuit (with certification from DOST-FNRI)</b>													
Flavor/Variant	Sesame seeds													
Serving Size	30 g of high-protein biscuit per pack to be served with other food products (e.g., fruit juice)													
Estimated Cost	Php 12.00 per pack													
Quality	Biscuits are received in good condition, not expired, no signs of damage in packs, no signs of holes, no molds, no foul smell, and pest free.													
Packaging	Individually packed in food-grade packaging. The packaging must clearly and readably indicate the Manufacturing Date, Expiration Date, and a laser-printed sign per pack or through the use of thermal or water-proof sticker that indicates <b>"DepEd-SBFP, NOT FOR SALE"</b>													
Expiration	Expiration date of should be at least 5 months from the date of manufacturing.													
Nutritional Content	<table><tr><td></td><td>Amount Per Serving</td></tr><tr><td>Energy</td><td>200-250 Kcal</td></tr><tr><td>Saturated Fat</td><td>0-4 g</td></tr><tr><td>Protein</td><td>17-30 g</td></tr><tr><td>Sugar</td><td>5-13 g</td></tr><tr><td>Sodium</td><td>45-100 mg</td></tr></table> <p>Nutritional analysis is required to assess whether the food product's nutrient content is within the prescribed amount per serving.</p>			Amount Per Serving	Energy	200-250 Kcal	Saturated Fat	0-4 g	Protein	17-30 g	Sugar	5-13 g	Sodium	45-100 mg
	Amount Per Serving													
Energy	200-250 Kcal													
Saturated Fat	0-4 g													
Protein	17-30 g													
Sugar	5-13 g													
Sodium	45-100 mg													
Technical Requirements for Suppliers	<p>The suppliers should be certified by the DOST-FNRI as Technology Adoptor for High-Protein Biscuits. The manufacturer shall be the priority in the supply of goods.</p> <p>In cases when traders bid for supply, they must be authorized to supply High-Protein Biscuits from at most three (3) manufacturers licensed and certified by DOST-FNRI through a Certificate of Distributorship or Joint Venture Agreement specifying the implementation period (school year), product quantity, and the SDO to be supplied.</p>													
Delivery Schedule	Once a week													
Drop-off Points	Door-to-door delivery to 27 public elementary schools													
Payment Schedule	Staggered payment once distribution is started													
Sensory evaluation acceptability tests	Should pass the sensory evaluation acceptability tests where samples must be provided during which.													

Type of Food	<b>Dimsum-Siomai</b>												
Flavor/Variant	Chicken-carrot, chicken-mushroom, and chicken-malunggay												
Serving Size	100 g (4 pc, 25 g per pc)												
Estimated Cost	Php 22.00 per pack												
Quality	Products are received in good condition, not expired, with no signs of damage in packs, no signs of holes, no molds, no foul smell, no discoloration, and pest-free.												
Packaging	Individually packed in food-grade pouches. The packaging must clearly and readably indicate the Manufacturing Date, Expiration Date, and an imprinted sign per pack that indicates " <b>DepEd-SBFP, NOT FOR SALE</b> "												
Expiration	Expiration date should be at least 6 months from the date of manufacturing												
Nutritional Content	<table border="1"> <thead> <tr> <th></th><th>Amount Per Serving</th></tr> </thead> <tbody> <tr> <td>Energy</td><td>150-250 Kcal</td></tr> <tr> <td>Saturated Fat</td><td>0-7 g</td></tr> <tr> <td>Protein</td><td>15-25 g</td></tr> <tr> <td>Sugar</td><td>5-25 g</td></tr> <tr> <td>Sodium</td><td>50-200 mg</td></tr> </tbody> </table> <p>Nutritional analysis may be required to assess whether the food product's nutrient content is within the prescribed amount per serving.</p>		Amount Per Serving	Energy	150-250 Kcal	Saturated Fat	0-7 g	Protein	15-25 g	Sugar	5-25 g	Sodium	50-200 mg
	Amount Per Serving												
Energy	150-250 Kcal												
Saturated Fat	0-7 g												
Protein	15-25 g												
Sugar	5-25 g												
Sodium	50-200 mg												
Technical Requirements for Suppliers	<p>The suppliers should at least have a License to Operate (LTO) issued by the Food and Drug Administration (FDA).</p> <p>In cases when traders bid for supply, they must be authorized to supply from at most three (3) manufacturers through a Certificate of Distributorship or Joint Venture Agreement specifying the implementation period (school year), product quantity, and the SDO to be supplied.</p>												
Delivery Schedule	Once a week												
Drop-off Points	Door-to-door delivery to 27 public elementary schools												
Payment Schedule	Staggered payment once distribution is started												
Sensory evaluation acceptability tests	Should pass the sensory evaluation acceptability tests where samples must be provided												

Type of Food	<b>Brown Rice Nutty Fruity Bar (with certification from DOST-FNRI)</b>	
Flavor/Variant	Chocolate and caramel	
Serving Size	50 g per pack	
Estimated Cost	Php 22.00 per pack	
Quality	Product is received in good condition, not expired, no signs of damage in packs, no sign of holes, no molds, no foul smell, no discoloration, and pest-free.	
Packaging	Individually packed in food-grade packaging. The packaging must clearly and readably indicate the Manufacturing Date, Expiration Date, and a laser-printed sign per pack or through the use of thermal or water-proof sticker that indicates <b>"DepEd-SBFP, NOT FOR SALE"</b>	
Expiration	Expiration date should be at least 6 months from the date of manufacturing.	
Nutritional Content		
		Amount Per Serving
	Energy	400-500 Kcal
	Saturated Fat	0-18 g
	Protein	5-10 g
	Sugar	10-25 g
	Sodium	50-200 mg
	Nutritional analysis is required to assess whether the food product's nutrient content is within the prescribed amount per serving.	
Technical Requirements for Suppliers	<p>The suppliers should be certified by the DOST-FNRI as Technology Adopter for Brown Rice Nutty Fruity Bar Chocolate Flavor. The manufacturer shall be the priority in the supply of goods.</p> <p>In cases when traders bid for supply, they must be authorized to supply Brown Rice Nutty Fruity Bar Chocolate Flavor from at most three (3) manufacturers licensed and certified by DOST-FNRI through a Certificate of Distributorship or Joint Venture Agreement specifying the implementation period (school year), product quantity, and the SDO to be supplied.</p>	
Delivery Schedule	Once a week	
Drop-off Points	Door-to-door delivery to 27 public elementary schools	
Payment Schedule	Staggered payment once distribution is started	
Sensory evaluation acceptability tests	Should pass the sensory evaluation acceptability tests where samples must be provided during which.	

Type of Food	<b>Wafer</b>												
Flavor/Variant	Strawberry and vanilla												
Serving Size	60 g per pack												
Estimated Cost	Php 22.00 per pack												
Quality	Product is received in good condition, not expired, no signs of damage in packs, no sign of holes, no molds, no foul smell, no discoloration, and pest-free.												
Packaging	Individually packed in food-grade plastic pouches. The packaging must clearly and readably indicate the Manufacturing Date, Expiration Date, and an imprinted sign per pack that indicates <b>"DepEd-SBFP, NOT FOR SALE"</b>												
Expiration	Expiration date should be at least 6 months from the date of manufacturing.												
Nutritional Content	<table border="1"> <thead> <tr> <th></th><th>Amount Per Serving</th></tr> </thead> <tbody> <tr> <td>Energy</td><td>250-300 Kcal</td></tr> <tr> <td>Saturated Fat</td><td>0-7 g</td></tr> <tr> <td>Protein</td><td>2-5 g</td></tr> <tr> <td>Sugar</td><td>8-30 g</td></tr> <tr> <td>Sodium</td><td>50-120 mg</td></tr> </tbody> </table> <p>Nutritional analysis may be required to assess whether the food product's nutrient content is within the prescribed amount per serving.</p>		Amount Per Serving	Energy	250-300 Kcal	Saturated Fat	0-7 g	Protein	2-5 g	Sugar	8-30 g	Sodium	50-120 mg
	Amount Per Serving												
Energy	250-300 Kcal												
Saturated Fat	0-7 g												
Protein	2-5 g												
Sugar	8-30 g												
Sodium	50-120 mg												
Technical Requirements for Suppliers	<p>The suppliers should at least have a License to Operate (LTO) issued by the Food and Drug Administration (FDA).</p> <p>In cases when traders bid for supply, they must be authorized to supply from at most three (3) manufacturers through a Certificate of Distributorship or Joint Venture Agreement specifying the implementation period (school year), product quantity, and the SDO to be supplied.</p>												
Delivery Schedule	Once a week												
Drop-off Points	Door-to-door delivery to 27 public elementary schools												
Payment Schedule	Staggered payment once distribution is started												
Sensory evaluation acceptability tests	Should pass the sensory evaluation acceptability tests where samples must be provided.												



Type of Food	<b>Vegetable baked chips</b>												
Flavor/Variant	Cheese and barbecue												
Serving Size	60 g (2 pc, 30 g per pack)												
Estimated Cost	Php 22.00 per pack												
Quality	Products are received in good condition, not expired, with no signs of damage in packs, no signs of holes, no molds, no foul smell, no discoloration, and pest-free.												
Packaging	Individually packed in food-grade pouches. The packaging must clearly and readably indicate the Manufacturing Date, Expiration Date, and an imprinted sign per pack that indicates " <b>DepEd-SBFP, NOT FOR SALE</b> "												
Expiration	Expiration date should be at least 6 months from the date of manufacturing												
Nutritional Content	<table border="1"> <thead> <tr> <th></th><th>Amount Per Serving</th></tr> </thead> <tbody> <tr> <td>Energy</td><td>220-350 Kcal</td></tr> <tr> <td>Saturated Fat</td><td>0-7 g</td></tr> <tr> <td>Protein</td><td>2-15 g</td></tr> <tr> <td>Sugar</td><td>5-25 g</td></tr> <tr> <td>Sodium</td><td>50-200 mg</td></tr> </tbody> </table> <p>Nutritional analysis is required to assess whether the product's nutritional content is within the prescribed amount of nutrients per serving size.</p>		Amount Per Serving	Energy	220-350 Kcal	Saturated Fat	0-7 g	Protein	2-15 g	Sugar	5-25 g	Sodium	50-200 mg
	Amount Per Serving												
Energy	220-350 Kcal												
Saturated Fat	0-7 g												
Protein	2-15 g												
Sugar	5-25 g												
Sodium	50-200 mg												
Technical Requirements for Suppliers	<p>The suppliers should at least have a License to Operate (LTO) issued by the Food and Drug Administration (FDA).</p> <p>In cases when traders bid for supply, they must be authorized to supply from at most three (3) manufacturers through a Certificate of Distributorship or Joint Venture Agreement specifying the implementation period (school year), product quantity, and the SDO to be supplied.</p>												
Delivery Schedule	Once a week												
Drop-off Points	Door-to-door delivery to 27 public elementary schools												
Payment Schedule	Staggered payment once distribution is started												
Sensory evaluation acceptability tests	Should pass the sensory evaluation acceptability tests where samples must be provided												

Type of Food	<b>Popcorn</b>												
Flavor/Variant	Strawberry and tablea												
Serving Size	60 g per pack												
Estimated Cost	Php 22.00 per pack												
Quality	Product is received in good condition, not expired, no signs of damage in packs, no signs of holes, no molds, no foul smell, no discoloration, and pest-free.												
Packaging	Individually packed in food-grade pouches. The packaging must clearly and readably indicate the Manufacturing Date, Expiration Date, and an imprinted sign per pack that indicates " <b>DepEd-SBFP, NOT FOR SALE</b> "												
Expiration	The expiration date should be at least 6 months from the date of manufacturing.												
Nutritional Content	<table border="1"> <thead> <tr> <th></th><th>Amount Per Serving</th></tr> </thead> <tbody> <tr> <td>Energy</td><td>250-300 Kcal</td></tr> <tr> <td>Saturated Fat</td><td>0-7 g</td></tr> <tr> <td>Protein</td><td>2-10 g</td></tr> <tr> <td>Sugar</td><td>10-25 g</td></tr> <tr> <td>Sodium</td><td>40-200 mg</td></tr> </tbody> </table> <p>Nutritional analysis may be required to assess whether the food product's nutrient content is within the prescribed amount per serving.</p>		Amount Per Serving	Energy	250-300 Kcal	Saturated Fat	0-7 g	Protein	2-10 g	Sugar	10-25 g	Sodium	40-200 mg
	Amount Per Serving												
Energy	250-300 Kcal												
Saturated Fat	0-7 g												
Protein	2-10 g												
Sugar	10-25 g												
Sodium	40-200 mg												
Technical Requirements for Suppliers	<p>The suppliers should at least have a License to Operate (LTO) issued by the Food and Drug Administration (FDA).</p> <p>In cases when traders bid for supply, they must be authorized to supply from at most three (3) manufacturers through a Certificate of Distributorship or Joint Venture Agreement specifying the implementation period (school year), product quantity, and the SDO to be supplied.</p>												
Delivery Schedule	Once a week												
Drop-off Points	Door-to-door delivery to 27 public elementary schools												
Payment Schedule	Staggered payment once distribution is started												
Sensory evaluation acceptability tests	Should pass the sensory evaluation acceptability tests where samples must be provided												

Type of Food	<b>Cookies</b>												
Flavor/Variant	Butter, chocolate, and ube												
Serving Size	30 g of cookies per pack to be served with other food products (e.g., fruit juice)												
Estimated Cost	Php 12.00 per pack												
Quality	Cookies are received in good condition, not expired, no signs of damage in packs, no signs of holes, no molds, no foul smell, no discoloration, and pest-free.												
Packaging	Individually packed in food-grade pouches. The packaging must clearly and readably indicate the Manufacturing Date, Expiration Date, and an imprinted sign per pack that indicates " <b>DepEd-SBFP, NOT FOR SALE</b> "												
Expiration	The expiration date of cookies should be at least 2 months from the date of manufacturing.												
Nutritional Content	<table border="1"> <thead> <tr> <th></th><th>Amount Per Serving</th></tr> </thead> <tbody> <tr> <td>Energy</td><td>125-150 Kcal</td></tr> <tr> <td>Saturated Fat</td><td>0-4 g</td></tr> <tr> <td>Protein</td><td>2-4 g</td></tr> <tr> <td>Sugar</td><td>5-13 g</td></tr> <tr> <td>Sodium</td><td>60-100 mg</td></tr> </tbody> </table> <p>Nutritional analysis may be required to assess whether the food product's nutrient content is within the prescribed amount per serving.</p>		Amount Per Serving	Energy	125-150 Kcal	Saturated Fat	0-4 g	Protein	2-4 g	Sugar	5-13 g	Sodium	60-100 mg
	Amount Per Serving												
Energy	125-150 Kcal												
Saturated Fat	0-4 g												
Protein	2-4 g												
Sugar	5-13 g												
Sodium	60-100 mg												
Technical Requirements for Suppliers	<p>The suppliers should at least have a License to Operate (LTO) issued by the Food and Drug Administration (FDA).</p> <p>In cases when traders bid for supply, they must be authorized to supply from at most three (3) manufacturers through a Certificate of Distributorship or Joint Venture Agreement specifying the implementation period (school year), product quantity, and the SDO to be supplied.</p>												
Delivery Schedule	Once a week												
Drop-off Points	Door-to-door delivery to 27 public elementary schools												
Payment Schedule	Staggered payment once distribution is started												
Sensory evaluation acceptability tests	The food product should pass the sensory evaluation acceptability tests where samples must be provided.												

Type of Food	<b>Fruit Juice</b>								
Flavor/Variant	Sweet potato leaves extract blend, and sweet potato leaves extract with mangosteen and calamansi blend								
Serving Size	150 ml								
Estimated Cost	Php 12.00 per pack								
Quantity	150 ml of fruit juice per pack to be served with other food products (e.g., cookies, high protein biscuit)								
Quality	Fruit juice comes from real fruit juice and not synthetic flavorings, and must be received in good condition, not expired, no signs of damage in packs, no sign of holes, no dents or bulging, no molds, no foul smell, no discoloration, and pest-free.								
Packaging	Individually packed in food-grade pouches. The packaging must clearly and readably indicate the Manufacturing Date, Expiration Date, and an imprinted sign per pack that indicates " <b>DepEd-SBFP, NOT FOR SALE</b> "								
Expiration	Expiration date should be at least 6 months from the date of manufacturing.								
Nutritional Content	<table border="1"> <thead> <tr> <th></th><th>Amount Per Serving</th></tr> </thead> <tbody> <tr> <td>Energy</td><td>80-100 Kcal</td></tr> <tr> <td>Sugar</td><td>20-25 g</td></tr> <tr> <td>Vitamin C</td><td>7-50 mg</td></tr> </tbody> </table> <p>Nutritional analysis is required to assess whether the food product's nutrient content is within the prescribed amount per serving.</p>		Amount Per Serving	Energy	80-100 Kcal	Sugar	20-25 g	Vitamin C	7-50 mg
	Amount Per Serving								
Energy	80-100 Kcal								
Sugar	20-25 g								
Vitamin C	7-50 mg								
Technical Requirements for Suppliers	<p>The suppliers should at least have a License to Operate (LTO) issued by the Food and Drug Administration (FDA).</p> <p>In cases when traders bid for supply, they must be authorized to supply from at most three (3) manufacturers through a Certificate of Distributorship or Joint Venture Agreement specifying the implementation period (school year), product quantity, and the SDO to be supplied.</p>								
Delivery Schedule	Once a week								
Drop-off Points	Door-to-door delivery to 27 public elementary schools								
Payment Schedule	Staggered payment once distribution is started								
Sensory evaluation acceptability tests	Should pass the sensory evaluation acceptability tests where samples must be provided.								

<b>Item</b>	<b>Specification</b>	<b>Statement of Compliance</b>
*New Enhanced Nutribun Yellow Sweet Potato	80 g per pack (2 pcs, 40 g per pc) <i>(as per specifications stated above)</i>	
*New Enhanced Nutribun Purple Sweet Potato	40 g x 2 pcs <i>(as per specifications stated above)</i>	
*Iron-Fortified Rice	250 g per pack <i>(as per specifications stated above)</i>	
*High protein biscuit sesame seeds flavored	30 g per pack <i>(as per specifications stated above)</i>	
Dimsum-Siomai Chicken-Carrot	100 g per pack (4 pcs, 25 g per pc) <i>(as per specifications stated above)</i>	
Dimsum-Siomai Chicken-Mushroom	100 g per pack (4 pcs, 25 g per pc) <i>(as per specifications stated above)</i>	
Dimsum-Siomai Chicken-Malunggay	100 g per pack (4 pcs, 25 g per pc) <i>(as per specifications stated above)</i>	
Brown rice nutty-fruity bar chocolate flavored	50 g per pack <i>(as per specifications stated above)</i>	
Brown rice nutty-fruity bar caramel flavored	50 g per pack <i>(as per specifications stated above)</i>	
Wafer strawberry flavored	60 g per pack <i>(as per specifications stated above)</i>	
Wafer vanilla flavored	60 g per pack <i>(as per specifications stated above)</i>	
Vegetable baked chips cheese flavored	60 g (2 pc, 30 g per pack) <i>(as per specifications stated above)</i>	
Vegetable baked chips barbecue flavored	60 g (2 pc, 30 g per pack) <i>(as per specifications stated above)</i>	
Popcorn strawberry flavored	60 g per pack <i>(as per specifications stated above)</i>	
Popcorn tablea flavored	60 g per pack <i>(as per specifications stated above)</i>	
Butter cookies	30 g of cookies per pack <i>(as per specifications stated above)</i>	
Chocolate cookies	30 g of cookies per pack <i>(as per specifications stated above)</i>	
Ube cookies	30 g of cookies per pack <i>(as per specifications stated above)</i>	
Fruit Juice sweet potato leaves extract blend	150 ml <i>(as per specifications stated above)</i>	
Fruit Juice sweet potato leaves extract with mangosteen and calamansi blend	150 ml <i>(as per specifications stated above)</i>	

\* Certification from DOST-FNRI is required.

[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.]

## ***Section VIII. Checklist of Technical and Financial Documents***

### **Notes on the Checklist of Technical and Financial Documents**

The prescribed documents in the checklist are mandatory to be submitted in the Bid, but shall be subject to the following:

- a. GPPB Resolution No. 09-2020 on the efficient procurement measures during a State of Calamity or other similar issuances that shall allow the use of alternate documents in lieu of the mandated requirements; or
- b. Any subsequent GPPB issuances adjusting the documentary requirements after the effectivity of the adoption of the PBDs.

The BAC shall be checking the submitted documents of each Bidder against this checklist to ascertain if they are all present, using a non-discretionary “pass/fail” criterion pursuant to Section 30 of the 2016 revised IRR of RA No. 9184.



Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON  
CITY SCHOOLS DIVISION OF BIÑAN CITY

## SITE INSPECTION CERTIFICATE

**FY 2025 SUPPLY AND DOOR-TO-DOOR DELIVERY OF NUTRITIOUS FOOD PRODUCTS FOR THE INCOMING**  
**Project Name: KINDERGARTEN AND GRADES 1-6**  
**WASTED/SEVERELY WASTED LEARNERS TO 27**  
**PUBLIC ELEMENTARY SCHOOLS IN BINAN CITY**  
**Project No: R4A-BNN-2025-01**

NO.	NAME OF SCHOOL	DATE AND TIME VISITED	NAME AND SIGNATURE OF SCHOOL PERSONNEL
1	Biñan ES		
2	Canlalay ES		
3	Dela Paz ES		
4	Dela Paz West ES		
5	Dr. Jose G. Tamayo MES		
6	Dr. Marcelino Z. Batista MES		
7	Ganado ES		
8	Langkiwa ES		
9	Loma ES		
10	Malaban East ES		
11	Malaban ES		
12	Mamplasan ES		
13	Our Lady of Lourdes ES		
14	Pagkakaisa ES		
15	Pedro H. Escueta MES		



16	Platero ES		
17	Saint Anthony Integrated School		
18	San Francisco ES		
19	San Vicente ES		
20	Soro-Soro ES		
21	Southville 5 ES		
22	Southville 5A ES		
23	Sto.Tomas ES		
24	Timbao ES		
25	Tomas A. Turalba MES		
26	Tubigan ES		
27	Zapote ES		

This is to certify that I,  
*(Name of Bidder/Representative)*  
 \_\_\_\_\_ of  
*(Name of Company)*  
 \_\_\_\_\_ had visited/inspected  
 the abovementioned schools as a requirement for **FY 2025 Supply and Door-to-Door Delivery of Nutritious Food Products for the Incoming Kindergarten and Grades 1-6 Wasted/Severely Wasted Learners to 27 Public Elementary Schools in Binan City.**

\_\_\_\_\_  
 Name and Signature of Representative

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

- ☐ (g) 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*

- ☐ (h) 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.

### **ADDITIONAL REQUIREMENTS**

- ☐ (i) Certification from DOST-FNRI for New Enhanced Nutribun Yellow Sweet Potato and Purple Sweet Potato
- ☐ (j) Certification from DOST-FNRI for Iron-Fortified Rice
- ☐ (k) Certification from DOST-FNRI for High Protein Biscuit
- ☐ (l) Site Inspection Certificate

## II. FINANCIAL COMPONENT ENVELOPE

- ☐ (m) Original of duly signed and accomplished Financial Bid Form; **and**
- ☐ (n) Original of duly signed and accomplished Price Schedule(s).

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

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

