



Republic of the Philippines  
**DEPARTMENT OF HEALTH**  
*Philippine Institute of Traditional and  
Alternative Health Care*



## INVITATION TO BID FOR THE SUPPLY AND DELIVERY OF COCONUT OIL FOR SOAP PRODUCTION FOR THE DAVAO HERBAL PROCESSING PLANT

1. The Philippine Institute of Traditional and Alternative Health Care (PITAHC), through the **2024 Corporate Operating Budget (COB)** intends to apply the sum of **THREE MILLION SIXTY-TWO THOUSAND FOUR HUNDRED PESOS (PHP3,062,400.00)**, being the ABC to payments under the contract for **SUPPLY AND DELIVERY OF COCONUT OIL FOR SOAP PRODUCTION FOR THE DAVAO HERBAL PROCESSING PLANT** with Reference No. **CB 011-2024**.

Lot No.	Description	Unit	Quantity	ABC per Lot (in PhP)
1	Oil, Coconut	Kg.	23,200	3,062,400.00
Total				3,062,400.00

Bids received in excess of the ABC shall be automatically rejected at bid opening.

2. The *PITAHC* now invites bids for the above Procurement Project. Delivery of the Goods is required **BASED ON** Section VI: Schedule of Requirements. Bidders should have completed, within **five (5) years from the date of submission and receipt of bids, a contract similar to the Project**. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).
3. Bidding will be conducted through open competitive bidding procedures using a non-discretionary “*pass/fail*” criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA No. 5183.

4. Prospective Bidders may obtain further information from *PITAHC* and inspect the Bidding Documents at the address given below during **8:00 AM to 5:00 PM, Mondays to Fridays** except during weekend and declared Holidays and suspension of work.

5. A complete set of Bidding Documents may be acquired by interested Bidders upon payment of the non-refundable fee for the Bidding Documents through:
  - a) Cashier Section, 1st Floor, PITAHC Building, Matapang Street, East Avenue Medical Center Compound, Barangay Central, Quezon City; or Cashier Section of DHPP or
  - b) LAND BANK OF THE PHILIPPINES

Current Account Name: **PHILIPPINE INSTITUTE OF TRADITIONAL AND ALTERNATIVE HEALTH CARE**

Account No. : **1872-1035-18**

Upon deposit, the bidders must submit the scanned copy of the deposit slip to [bac@pitahe.gov.ph](mailto:bac@pitahe.gov.ph) and [finance@pitahe.gov.ph](mailto:finance@pitahe.gov.ph).

Payment of the non-refundable fee for the Bidding Documents is in pursuant to the latest Guidelines issued by the GPPB, in the following amount depending on the lot(s) intended to be bid:

Lot	Description	ABC per Lot (in PhP)	Non-Refundable Fee per Lot (in PhP)
1	Oil, Coconut	3,062,400.00	5,000.00

6. The *PITAHC* will hold a Pre-Bid Conference<sup>1</sup> on **30 September 2024 10:30AM** through our office address: **PITAHC Building, Matapang Street, East Avenue Medical Center Compound, Barangay Central, Quezon City** and/or through **Zoom teleconferencing**, which shall be open only to those prospective bidders who coordinated and confirmed their attendance to participate to the said Conference.
7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below and/or online or electronic submission as indicated below on or before **14 October 2024, 12NN**. 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 **14 October 2024, 1:30PM** at the given address below and/or via *Zoom Teleconferencing*. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. PITAHC 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:

**MR. RODELIO D. MENDEZ JR.**

*Head, BAC Secretariat*

PITAHC Building, Matapang Street, East Avenue Medical Center Compound, Barangay Central, Quezon City

Telephone No.: (+632) 376-3067/376-3068 local 320, Facsimile No.: (+632) 376-3067

E-mail: bac@pitahc.gov.ph

12. You may visit the following websites:

For downloading of Bidding Documents: <https://pitahc.gov.ph/category/invitation-to-bid/>

For online bid submission: bac@pitahc.gov.ph

*20 September 2024*

**Sgd.**

**DR. FROILAINNE A. DELA CRUZ**

*BAC Vice-Chairperson*