

# ANNEX “A”

## CHECKLIST OF REQUIREMENTS FOR CONSIGNMENT OF VARIOUS DRUGS AND MEDICINES (CR 2021-01-002) OF BENGUET GENERAL HOSPITAL (BeGH)

### BIDS and AWARDS COMMITTEE (BAC) DRUGS, MEDICINES, AND MEDICAL SUPPLIES / EQUIPMENT

#### ENVELOPE NO. 1

Tick box if PRESENT	Eligibility Documents
<input type="checkbox"/>	1. Letter of Intent
<input type="checkbox"/>	2. Appropriate Registration Certificate from the:
<input type="checkbox"/>	➤ Securities and Exchange Commission (SEC), for corporation
<input type="checkbox"/>	➤ Department of Trade and Industry (DTI), for sole proprietorship
<input type="checkbox"/>	➤ Cooperative Development Authority (CDA), for cooperatives;
<input type="checkbox"/>	3. Business Permit from the Local Government Unit (PLGU) which administratively covers the Consignee with which the Consignor intends to enter into a Consignment Agreement;
<input type="checkbox"/>	4. Certificate from BIR with Tax Identification Number (Tin) acknowledging receipt of duly audited Financial Statement (FS) of the preceding year;
<input type="checkbox"/>	5. Statement of Similar Projects on Completed Government or Private contracts supported with Certified Copies of Consignment Orders, Utilization Reports, Notices of Award, Purchase Orders and / or Official Receipts on payments of goods delivered using the prescribed format;  For those applying for Renewal of Accreditation / Registration. The Consignor must submit a Statement of Completed / on-going contracts with certified Copies of Consignment Orders, Utilization Reports and Official Receipts of payment issued by the Procuring Entity;
<input type="checkbox"/>	6. List of goods required by the BeGH intended to be consigned with the corresponding certified true copies of the Certificate of Product Registration (s) issued by FDA and Certificates of Analysis preferably from an independent laboratory for selected drugs and medicines. In case that a consigned item is non-registrable, a Certificate of Exemption issued by the FDA shall be submitted indicating a specific item therein;  <b>OR</b>

	List of Consigned Items intended for consignment using the prescribed format with the corresponding CPR numbers, Date of Issuance, and Date of Validity;
<input type="checkbox"/>	7. Sworn and duly notarized statement that the prospective consignor has not been “blacklisted” to participate in bidding by any government agency, LGUs or government owned or controlled corporations;
<input type="checkbox"/>	8. Certificate of Current Good Manufacturing Practice (CGMP) issued by FDA for manufacturers. In case the prospective consignor is not a manufacturer, its principal manufacturer’s certified true copy of CGMP must still be submitted;
<input type="checkbox"/>	9. Tax Clearance per Executive Order No. 398, s.2005, as finally reviewed and approved by the Bureau of Internal Revenue;
<input type="checkbox"/>	<b><u>Additional Requirement</u></b>
<input type="checkbox"/>	10. Valid License to Operate (LTO) issued by the Food and Drug Administration;
<input type="checkbox"/>	11. Memorandum of Agreement (MOA) between the distributor and manufacturer;
<input type="checkbox"/>	12. Notarized Letter of Conformity with the Terms of Reference of the Consignment of Various Drugs and Medicines of BeGH to be printed in the <b>CONSIGNOR</b> ’s letterhead using the attached prescribed format ( <i>as an attachment</i> ); and
<input type="checkbox"/>	13. Company profile indicating the following; <ul style="list-style-type: none"> <li>a) Company background;</li> <li>b) List of the key personnel to be involved in the project including the curriculum vitae which shall be submitted;</li> </ul>

*Note: This checklist shall be placed inside Envelope No. 1.*

**Unanimously Carried:**

**TOMASA S. ATAYOC**

BAC Member

**MIRIAM V. TIONGAN**

BAC Member

**JENNETTE MARIE G. BANGAO**

BAC Member

**BRIAN J. CRISPIN**

BAC Member

**WILMA L. LEE**

BAC Member

**MELIARAZON F. DULAY**

BAC Vice Chairperson

**NORA M. RUIZ**

BAC Chairman

Date: February 10, 2021

Time: 1:30 P.M.

**ENVELOPE 2**

**CONSIGNMENT OF VARIOUS DRUGS AND MEDICINES**

**Consignment Request No. 2021-01-002**

\_\_\_\_\_  
*Name of Consignor*

<b>Tick box if PRESENT</b>	<b>Consignment Price Offer shall contain:</b>
<input type="checkbox"/>	Accomplished Consignment Form / List
<input type="checkbox"/>	An electronic format of their accomplished Consignment List / Form in Compact Disk

*Note: This checklist shall be placed inside Envelope No. 2*

**Unanimously Carried:**

**TOMASA S. ATAYOC**

BAC Member

**MIRIAM V. TIONGAN**

BAC Member

**JENNETTE MARIE G. BANGAO**

BAC Member

**BRIAN J. CRISPIN**

BAC Member

**WILMA L. LEE**

BAC Member

**MELIARAZON F. DULAY**

BAC Vice Chairperson

**NORA M. RUIZ**

BAC Chairman

Date: February 10, 2021

Time: 1:30 P.M.

# *CONSIGNOR's Letterhead*

## List of completed and all ongoing Government and Private Contracts

Name of the Contract	Consignee	Contract Period
<b>ON-GOING SIMILAR CONTRACTS</b> <i>(including contracts awarded but not yet started)</i>		
<b>COMPLETED SIMILAR CONTRACTS</b>		

Note:

1. The period covered for the list of completed and all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar in nature and complexity to the contract to be consigned shall be at least three (3) years from the date of submission of the consignment offer.
2. Attached at least (2) ongoing and one (1) completed similar consignment contracts.

\_\_\_\_\_  
*(Signature over  
 Printed Name of the Authorized Representative)*

Date Signed: \_\_\_\_\_

# *CONSIGNOR's Letterhead*

## **List of Consigned Items Intended for Consignment**

<b>Item No.</b>	<b>Consigned Item(s)</b>	<b>CPR Numbers</b>	<b>Date of Issuance</b>	<b>Date of Validity</b>

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*(Signature over  
Printed Name of the Authorized Representative)*

Date Signed: \_\_\_\_\_

*CONSIGNOR's Letterhead*

**LETTER OF CONFORMITY**

**Title of the Project:**

**Consignment of Various Drugs and Medicines for Benguet General Hospital**

**To: NORA M. RUIZ, MD**

*Chairperson*

BIDS and AWARDS COMMITTEE

DRUGS, MEDICINES, AND MEDICAL SUPPLIES / EQUIPMENT

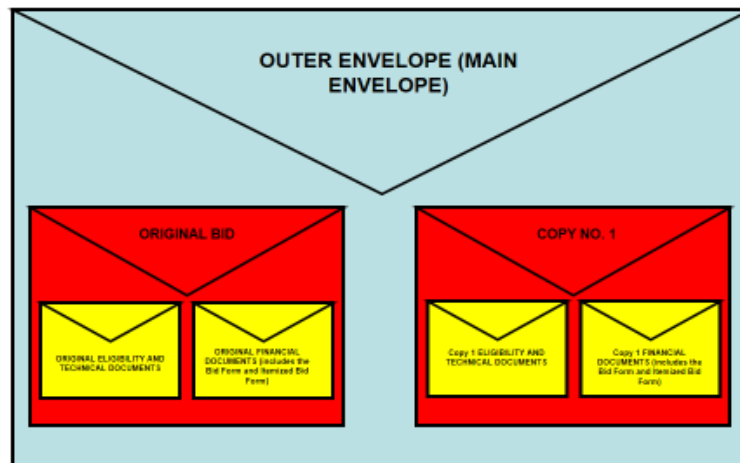
La Trinidad, Benguet

This is to inform the **BIDS and AWARDS COMMITTEE (BAC) DRUGS, MEDICINES, AND MEDICAL SUPPLIES** / **EQUIPMENT** that our company, \_\_\_\_\_, located at \_\_\_\_\_ conforms with the Terms and Reference of this project: **CONSIGNMENT OF VARIOUS DRUGS and MEDICINES OF BENGUET GENERAL HOSPITAL**, and in changes(s) to be issued.

\_\_\_\_\_  
*(Signature over  
Printed Name of the Authorized Representative)*

Date Signed: \_\_\_\_\_

Please be guided with the following illustration:



ALL envelopes shall be sealed and marked, which shall contain the following details:

For the Main Envelope:

- Name of the Consignment Project in CAPITAL LETTERS
- Name and address of the prospective **CONSIGNOR** in CAPITAL LETTERS;
- Be addressed to the Bids and Awards Committee **DRUGS, MEDICINES, AND MEDICAL SUPPLIES / EQUIPMENT** in CAPITAL LETTERS
- Bear a warning “**DO NOT OPEN BEFORE...**” the date and time for the Opening Of Consignment Offer as stated in the Invitation to Consign or as change through a Consignment Bid Bulletin.

*For other Envelopes (Original and Copy 1):*

***For Envelope 1:***

- Bear a marking “ORIGINAL” or “COPY 1” for photocopy in CAPITAL LETTERS
- Below it “ENVELOPE 1: ELIGIBILITY”

***For Envelope 2:***

- Bear a marking “ORIGINAL” or “COPY 1” for photocopy in CAPITAL LETTERS
- Below it “ENVELOPE 2: ACCOMPLISHED CONSIGNMENT FORM”



## CONSIGNMENT REQUEST-NEW

### BENGUET GENERAL HOSPITAL ECONOMIC ENTERPRISE

Fund: \_\_\_\_\_

Department : \_\_\_\_\_ CR No.: 2021-01-002 Date: \_\_\_\_\_  
 Section: PHARMACY FPP : \_\_\_\_\_

Item No.	Stock No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
214	6014	vial	Aciclovir 25mg/ml, 10ml	100		
215	7602	bottle/ bag	Albumin, Human 20%, 50ml ( IV infusion)	300		
216	6028	tablet	Allopurinol 100mg in foil/blister pack	8,000		
217	6027	tablet	Allopurinol 300mg in foil/blister pack	2,000		
218	6057	bottle	Amino Acid, Crystalline Standard 8%, 500ml	300		
219	6065	ampule	Amiodarone HCl 50mg/ml, 3ml (IV)*	200		
220	7607	vial	Ampicillin Na 1000mg + Sulbactam 500mg powder for injection (IM, IV) *	9,000		
221	6090	vial	Anti-rabies serum (equine) 200 IU/ml, 5ml (IM), a) must be registered and approved by FDA; b) must be safe and effective when used together with anti-rabies vaccine as evidenced by publication on peer reviewed journals and these include studies on safety, non-interference when used with anti-rabies vaccine; animal survivorship if any and post-marketing surveillance; c) results of RFFIT showing antibody content as claimed by the manufacturer	1,500		
222	7762	tablet	Atorvastatin calcium 80mg in blister pack	1000		
223	7793	ampule	Atracurium besilate 25mg/2.5ml per 2.5ml ampule w/ dot mark and/or single / multiple rings*	700		
224	7615	vial	Beractant 25mg/ml suspension, 4ml	20		
225	6151	vial	Biphasic Isophane Human Insulin 70/30 IU/ml, 10ml (recombinant DNA) (SC)	600		
226	7735	vial	Carboprost Tromethamine 125mcg/0.5ml	600		
227	6220	tablet	Carvedilol 25mg in foil/blister pack SCORED*	9,600		
228	6237	vial	Cefepime HCl 1g (IM,IV)	500		
229	6240	capsule/ tablet	Cefixime 200mg in foil/blister pack*	8000		
230	6244	bottle	Cefixime 20mg/ml granules for suspension (drops), 10ml, not bitter, no after taste	300		
231	7622	capsule	Cefixime 400mg in foil/blister pack*	600		
232	6246	vial	Cefotaxime Na 500mg vial + 2ml diluent (IM,IV) in plastic or ampule with dot mark or single / multiple rings*	200		
233	6251	vial	Ceftazidime pentahydrate 500mg (IM,IV)	2,000		
234	6306	tablet	Cilostazol 100mg in foil/blister pack*	2500		
235	6328	bottle	Clarithromycin 125mg/5ml granules/powder for suspension, 50ml, not bitter, no after taste, maintain an even suspension	1,000		
236	6337	tablet	Clonidine HCl 150 mcg	1200		
237	6405	vial	Dexamethasone sodium phosphate 4mg /ml, 2ml (IM,IV) (Preservative Free)	3,600		
238	6455	vial	Dextrose (Glucose) 50%, 50ml (IV) twist off cap vial in plastic container	4320		
239	6450	bottle	Dextrose 5% in Water, 250ml in glass container	1,000		
240	6483	ampule	Digoxin 250 mcg/ml , 2ml (IM,IV)*	500		
241	7766	tablet	Donepezil 10mg tablet/orodispersible tablet	400		
242	7767	tablet	Donepezil 5mg tablet/orodispersible tablet	400		
243	6540	capsule	Doxycycline hyclate 100mg in foil/blister pack*	3,000		
244	6547	tablet	Dydrogesterone 10mg in foil/blister pack*	2500		
245	6553	syringe	Enoxaparin Na 100mg/ml, 0.4ml pre-filled syringe (SC)*	400		
246	6552	syringe	Enoxaparin Na 100mg/ml, 0.6ml pre-filled syringe (SC)*	700		
247	6555	ampule	<b>Ephedrine SO4 50mg/ml, 1ml per amber colored ampule</b>	1,000		
248	6610	tablet	Fenofibrate 160mg in foil/blister pack*	4,000		
249	6617	capsule	Ferrous Salt 60mg elemental iron + Folic Acid 400 mcg in foil/blister pack	30,000		
250	6624	tablet	Finasteride 5mg in foil/blister pack*	20,000		

	<b>Requested by:</b>	<b>Approved by:</b>
Signature :		
Printed Name :	<b>MELIARAZON F. DULAY, MD, FPOGS</b>	<b>MELCHOR D. DICLAS, M.D.</b>
Designation :	<b>PHO I/ACTING CHIEF OF HOSPITAL III</b>	<b>Provincial Governor</b>





## CONSIGNMENT REQUEST-NEW

### BENGUET GENERAL HOSPITAL ECONOMIC ENTERPRISE

Fund: \_\_\_\_\_

<b>Department :</b> _____	<b>CR No.:</b> 2021-01-002	<b>Date:</b> _____
<b>Section:</b> <b>PHARMACY</b>	<b>FPP :</b> _____	

251	6626	capsule	Fluconazole 150mg in foil/blister pack*	400		
252	6628	vial	Fluconazole 2mg/ml, 100ml (IV infusion)*	100		
253	6657	pre-filled syringe	Fondaparinux Na 2.5mg/0.5ml solution*	720		
254	6659	tablet	Furosemide 20mg SCORED in foil/blister pack	7200		
255	6668	capsule	Gabapentin 300mg in foil/blister pack	9,000		
256	6716	vial	Heparin Na (unfractionated) 1000 IU/ml, 5ml (IV,SC)*	360		
257	6723	vial	Hepatitis B Immunoglobulin (human) 0.5ml (IM)*	150		
258	6748	tube	Hydrocortisone 1%, 5g cream or ointment	600		
259	6740	vial	Hydrocortisone Sodium Succinate, 50mg/ml, 2ml (IM,IV), Lyophilized powder w/ diluent contained in a single vial w/ separate compartment	2,592		
260	6738	vial	Hydrocortisone Succinate Powder 125mg/ml, 2ml (IM,IV), Lyophilized powder w/ diluent contained in a single vial w/ separate compartment	1,584		
261	7652	bottle	Ibuprofen 200mg/5ml suspension/syrup, 60ml, not bitter, no after taste	720		
262	6839	tablet	Irbesartan 150mg + Hydrochlorothiazide 12.5mg in foil/blister pack	3,600		
263	6835	tablet	Irbesartan 300mg in foil/blister pack*	3,600		
264	6842	bottle	Isoflurane Inhalation 100 ml, per amber colored bottle, compatible w/ the existing anesthesia machine vaporizers of the hospital	36		
265	6887	tablet	Isoxsuprine HCl 10mg in foil/blister pack*	3600		
266	6903	bottle	Lactulose (for hepatic encephalopathy) 3.3g/5ml (66%) syrup, 120ml, not bitter, no after taste w/ medicine cup inside	1,400		
267	7736	vial	Leucovorin 50mg vial ( folic Acid or Calcium folinate )	100		
268	7800	vial	Levetiracetam 500mg/5ml (100mg/ml, ml) concentrate solution for IV infusion, 5ml	50		
269	6920	tablet	Levothyroxine 150 mcg in foil/blister pack	500		
270	6924	tablet	Levothyroxine 50 mcg in foil/blister pack	1200		
271	6974	tablet	Losartan K 100mg in foil/blister pack*	9,000		
272	7018	vial	Meropenem trihydrate 1g powder (IV)*	1000		
273	7019	vial	Meropenem trihydrate 500mg, powder(IV)*	800		
274	7771	tablet	Methimazole (thiamazole) 10mg in blister pack	200		
275	7772	tablet	Methimazole (thiamazole) 5mg	500		
276	7056	tablet	Methyldopa 250mg in foil/blister pack*	7,000		
277	7068	vial	Methylprednisolone powder, 500 mg, 7.7 ml or 8ml vial (IM, IV) as sodium succinate	48		
278	7075	ampule	Metoclopramide HCl 5mg/ml, 2ml (IM,IV)	8,400		
279	7082	vial	Metronidazole 5mg/ml, 100ml (IV Infusion) individually packed in a box*	5,000		
280	7104	sachet	Montelukast 4mg granules (as sodium salt), not bitter, no after taste*	720		
281	7102	tablet	Montelukast 5mg chewable (as sodium salt) in foil/blister pack, not bitter, no after taste*	2,800		
282	7101	tablet	Montelukast Na 10mg in foil/blister pack*	3,600		
283	7117	capsule/ tablet	Multivitamins w/ Minerals (once a day dosing), Composition: Vit. A 600-700mcg or 2,000-2,500 IU, Vit. B1 1.3-1.7mg, Vit. B2 0.7-	20,000		
284	7160	ampule	Norepinephrine bitartrate 1mg/ml, 2ml (IV Infusion)	4,500		
285	7680	ampule	Norepinephrine bitartrate 1mg/ml, 4ml	1600		
286	7169	bottle	Ofloxacin Ear drops solution 0.3%, 5ml	120		
287	7716	Ampule	Ondansetron 2mg/ml, 2ml per ampule, USP type 1 glass with dot mark and/ or single/multiple rings*	720		
288	7190	ampule	Oxytocin(synthetic) 10IU/ml, 1ml with dot mark or single / multiple rings (IM,IV) with ampule cutter*	8400		
289	7829	tablet	Pantoprazole 40mg	1,000		

Signature :	<b>Requested by:</b>		<b>Approved by:</b>	
	<b>MELIARAZON F. DULAY, MD, FPOGS</b>		<b>MELCHOR D. DICLAS, M.D.</b>	
	<b>PHO I/ACTING CHIEF OF HOSPITAL III</b>		<b>Provincial Governor</b>	



## CONSIGNMENT REQUEST-NEW

### BENGUET GENERAL HOSPITAL ECONOMIC ENTERPRISE

Fund: \_\_\_\_\_

**Department :** \_\_\_\_\_  
**Section:** PHARMACY

**CR No.:** 2021-01-002  
**FPP :** \_\_\_\_\_

**Date:** \_\_\_\_\_

290	7206	bottle	Paracetamol 100mg/ml drops, 15ml (alcohol-free), with flavor, not bitter, no after taste	576		
291	7244	ampule	Phenytoin Na 50mg/ml, 2ml (IV)*	500		
292	7256	vial	Piperacillin Na 2g + Tazobactam Na 250mg (IV Infusion)*	1500		
293	7255	vial	Piperacillin Na 4g + Tazobactam Na 500mg (IV Infusion)*	3000		
294	5218	bottle	Povidone Iodine, antiseptic solution 10%, 120 ml	600		
295	7288	pre-filled syringe	Propofol 1% (10mg/ml), 50ml per pre-filled 50 mL syringe, MCT and LCT formulation, compatible with the existing TCI machine	100		
296	7323	vial	Regular Insulin (recombinant DNA Human) 100IU/ml, 10ml (IM,IV,SC)	360		
297	7843	vial	Remdesivir 100mg/20ml (5mg/ml) Concentrate Solution for IV Infusion	500		
298	7833	ampule	Ropivacaine (as hydrochloride) 10 mg/ml, 10ml (IV)	1,000		
299	7822	tablet	Sevelamer Carbonate 800mg	990		
300	7819	ampule	Somatostatin 3mg (IV)	20		
301	7438	tablet	Sucralfate 1g	2,400		
302	7847	capsule	Tacrolimus 1mg	1000		
303	7456	tablet	Telmisartan 40mg + Hydrochlorothiazide 12.5mg in foil/blister pack*	4,800		
304	7453	tablet	Telmisartan 80mg	1,800		
305	7485	ampule	Tetanus Toxoid 40 IU / 0.5ml (IM)*	4,800		
306	7533	capsule	Tranexamic Acid 500mg in foil/blister pack	4,800		
307	7561	vial	Vancomycin HCl 500mg (IV)*	300		

Purpose: Request for drugs and medicines for pharmacy use		
<b>Signature :</b>	<b>Requested by:</b>	<b>Approved by:</b>
<b>Printed Name :</b>	<b>MELIARAZON F. DULAY, MD, FPOGS</b>	<b>MELCHOR D. DICLAS, M.D.</b>
<b>Designation :</b>	<b>PHO I/ACTING CHIEF OF HOSPITAL III</b>	<b>Provincial Governor</b>