



Republic of the Philippines
PROVINCE OF DAVAO DEL SUR
Rm. 4 Executive Building, Barangay Matti, Digos City
Mobile Nos. 0905-229-0526 (Globe) / 0908-332-2024 (Smart)
Telefax: (082) 553-9579 / Website: www.davaodelsur.gov.ph
Email Add.: bac.davaodelsur2@gmail.com

PGO - BIDS AND AWARDS COMMITTEE (BAC)

NEGOTIATED PROCUREMENT – TWO FAILED BIDDING

Date: August 31, 2022

1. The Provincial Government of Davao del Sur, through its Bids and Awards Committee (BAC), invites all suppliers to apply to bid for the following goods:

Office	IB No.	Description	ABC	Sources	Delivery Schedule
GMDH	G-298-22	Supply/Delivery of Drugs and Medicines	Lot 1: ₱ 321,200.00 Lot 2: ₱ 442,970.00 Total ABC: ₱ 764,170.00	General Fund	10 calendar days

2. Bidding/Negotiation 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 and regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA 5183 and subject to Commonwealth Act 138.
3. Bidders should be a Platinum PhilGEPS registered.
4. Interested bidders may obtain further information from the Provincial Government of Davao del Sur at the address given below from **8:00 am-4:00 pm, Mondays to Fridays**.

The BAC Chairperson

Provincial Government of Davao del Sur
Email: bac.davaodelsur2@gmail.com

MS. NORJANNA M. CAMAGUIN, MPA

Head BAC Secretariat
Office of the BAC Secretariat
Room 4, Executive Building, Barangay Matti, Digos City
Website: www.davaodelsur.gov.ph
Email: bac.davaodelsur2@gmail.com
Telephone No.: (082) 553-9579
Mobile Nos.:
Globe 0905-229-0526
Smart 0908-332-2024

5. Negotiation shall be on **September 06, 2022 at 9:00 am, Ralota Hall, Gov. Douglas Ra. Cagas Cultural Sports and Business Complex, Barangay Matti, Digos City, Davao Del Sur.**
- Advance dropping (**before September 06, 2022**) - Room 4, Office of the BAC Secretariat, Capitol Building, Matti, Digos City.
 - Date of Opening (**September 06, 2022**) - Ralota Hall Davao del Sur Coliseum, Province of Davao del Sur.
6. The Provincial Government of Davao del Sur, reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.


DESSAMIE BUAT-SANCHEZ, CPA, J.D.
Provincial Budget Officer
BAC Chairperson

I LOVE DAVAO DEL SUR



Republic of the Philippines
PROVINCE OF DAVAO DEL SUR
 Mati, Digos City

BIDS AND AWARDS COMMITTEE
CANVASS/REQUEST FOR QUOTATION

Negotiated Procurement - After 2 Failed Biddings (Sec 53.1)

August 31, 2022

(Company Name & Address)

Sir/madam:

Please quote your price on items listed below, subject to General Conditions at the back of this page, stating the shortest time of delivery and submit your quotation at the following not later than **September 06, 2022 @ 9:00 AM:**

Advance Dropping (before **September 06, 2022**) - Room 4, Office of the BAC Secretariat, Capitol Building, Mati, Digos City.
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Late submission of quotation shall not be accepted. Request for Quotations will be opened in the presence of the Bidders who choose to attend. Thank you.

PR. NO.: **1207-CB-22**
 Dated: **07/22/2022**

End User:
GMDH

DESSAMIE BUAT-SANCHEZ, CPA, JD
 PGDH-PBO / BAC CHAIRPERSON

Item No.	Unit	Item and Description	Qty	Approved Budget for Contract (ABC) Total	Approved Budget for Contract (ABC) Unit	Supplier's Quotation Unit Price	Brand Name
LOT 1							
1.1	Boxes	Aminophylline 25mg/ml, 10ml ampule, 10's	1	2,400.00	2,400.00		
1.2	Boxes	Adenosine 3 mg/ml, 2 ml vial, 6's	1	6,000.00	6,000.00		
1.3	Boxes	Amiodarone 150mg/ampule, 10's	1	2,250.00	2,250.00		
1.4	Boxes	Atropine Sulphate 1mg/ml, 1ml ampule, 10's	20	3,720.00	186.00		
1.5	Boxes	ATS 1500 iu/ampule, 10's	10	15,000.00	1,500.00		
1.6	Boxes	Ceftriaxone 1 gram vial + 10ml diluent vial, 10's	50	63,500.00	1,270.00		
1.7	Boxes	Cefuroxime 750 mg vial, 10's	50	32,500.00	650.00		
1.8	Boxes	Chlorphenamine (Chlorpheniramine) 10 mg/ml, 1 ml ampule, 10's	10	1,200.00	120.00		
1.9	Boxes	D50-50% Dextrose in water caloric agent	20	1,500.00	75.00		
1.10	Boxes	Diphenhydramine 50mg/ml, 1ml ampule, 10's	5	2,750.00	550.00		
1.11	Boxes	Epinephrine 1mg/ml, 1 ml ampule, 10's	30	9,300.00	310.00		
1.12	Boxes	Furosemide 10mg/ml, 2ml ampule, 10's	5	700.00	140.00		
1.13	Boxes	Hydrocortisone 250 mg powder vial, 10's	25	19,500.00	780.00		
1.14	Boxes	Hyoscine (as N-Butyl bromide) 20 mg/ml, 1ml ampule, 10's	30	12,000.00	400.00		
1.15	Boxes	Lidocaine HCL 2%, 50 ml vial, 10's	20	7,800.00	390.00		
1.16	Boxes	Mannitol 20%, 500mL Bottle	10	2,600.00	260.00		
1.17	Boxes	Methylergometrine 200mcg/ml, 1 ml ampule, 10's	2	1,020.00	510.00		
1.18	Pcs	Metronidazole 5mg/ml, 100ml vial	100	4,000.00	40.00		
1.19	Boxes	Metoclopramide 5mg/ml, 2 ml ampule 10's	30	3,450.00	115.00		
1.20	Boxes	Omeprazole 40mg powder vial + 10ml solvent ampule, 10's	30	51,000.00	1,700.00		
1.21	Boxes	Oxytocin 10 iu/ml, 1 ml ampule, 10's	2	540.00	270.00		
1.22	Boxes	Paracetamol 150mg/ml, 2ml ampule, 10's	10	1,050.00	105.00		
1.23	Boxes	Phytomenadione 10mg/ml, 1ml ampule, 10's	2	680.00	340.00		
1.24	Boxes	Ranitidine 25mg/ml, 2 ml ampule, 10's	75	17,250.00	230.00		
1.25	Bots	Sterile water for injection, 100ml bottle	50	2,850.00	57.00		
1.26	Boxes	Tetanus Toxoid 0.5 ml ampule, 10's	10	15,000.00	1,500.00		
1.27	Boxes	Tranexamic Acid 100mg/ml, 5 ml ampule, 10's	5	10,000.00	2,000.00		
REGULATED DRUGS							
1.28	Boxes	Diazepam 5mg/ml, 2ml ampule, 10's	10	8,250.00	825.00		
1.29	Boxes	Haloperidol 50mg/ml, 1 ml ampule, 10's	3	16,500.00	5,500.00		
1.30	Boxes	Nalbuphine 10mg/ml, 1 ml ampule, 10's	5	3,100.00	620.00		
1.31	Boxes	Morphine (As Sulphate) 10mg/ml, 1 ml ampule, 10's	5	2,750.00	550.00		
1.32	Boxes	Phenobarbital 60 mg/tablet, 100's	2	1,040.00	520.00		
LOT 2							

Note: In case of tie quotation between suppliers, the BAC is hereby authorized to do the toss coins/draw lots.

ITR/BTR and Omnibus sworn statement shall be submitted prior to the release of payment in the case of Small Value Procurement.

After having carefully read and accepted your General Conditions at the back, I/We have quote you on the item/s at prices noted

(Name & Signature or proprietor or its duly authorized representative)

Valid ID

CANVASSER:

Name & Signature of Canvasser

(Telephone, Cellphone No. Or Email Address)

Page 1 of 4

GENERAL CONDITION



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2. DELIVERY PERIOD WITHIN 10 CALENDAR DAYS UPON RECEIPT OF P.O.
3. PLACE OF DELIVERY SHALL BE MADE AT PGSO WAREHOUSE, PROVINCIAL CAPITOL, MATTI, DIGOS CITY.
4. WARRANTY SHALL BE FOR A PERIOD OF AT LEAST SIX (6) MONTHS FOR SUPPLIES & MATERIALS, AT LEAST ONE (1) YEAR FOR EQUIPMENT FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY.
5. PRICE VALIDITY SHALL BE FOR A PERIOD OF 30 CALENDAR DAYS EXCEPT FOR HIGH PERISHABLE GOODS, FUEL AND OTHER ITEMS WARRANTED UNDER THE CIRCUMSTANCES.
6. BIDDERS MAY SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATION OF THE PRODUCT BEING OFFERED (EQUIPMENT ONLY)
7. IF APPLICABLE, BRAND NAME SHALL BE INDICATED IN THE RFQ BY THE PARTICIPATING SUPPLIER/S. IN THE ABSENCE OF "BRAND NAME" OFFERED SHALL BE A SUFFICIENT GROUND FOR DISQUALIFICATION OF THE PARTICIPATING SUPPLIER/BIDDER.
8. BIDDER IS REQUIRED TO OFFER ONE (1) BRAND ONLY. IN CASE OF THE BIDDER OFFERED MULTIPLE BRANDS, SAID BIDDER WILL BE AUTOMATICALLY DISQUALIFIED.
9. IF THE SUBJECT ITEMS FOR TIE BREAKING IS OF A MINIMUM AMOUNT (P 1.00 TO P 1,000.00), THE AWARD WILL BE GIVEN TO THE LOWEST CALCULATED AND RESPONSIVE BIDDER WITH THE HIGHEST TOTAL VALUE OF ITEMS AWARDED.
10. ALL REQUEST FOR QUOTATION (RFQ'S)/CANVASS FORMS MUST BE PUT INSIDE AN ENVELOPE PROPERLY SEALED AND MARKED (EXCEPT FOR RFQ'S SUBMITTED THROUGH THE BAC EMAIL).
11. RFQs/CANVASS FORMS SHALL NOT BE ACCEPTED FOR DROPPING WHEN ANY OF THE FOLLOWING CONDITIONS EXIST:
 - a. NOT ENCLOSED IN AN ENVELOPE
 - b. ENVELOPE NOT PROPERLY SEALED
 - c. TAMPERED ENVELOPE
12. ENVELOPE MUST BE MARKED WITH THE FOLLOWING DETAILS:
 - a. COMPANY NAME
 - b. CONTACT NUMBER
 - c. PURCHASE REQUEST NO. & DATE
 - d. SCHEDULE OF DROPPING/BID OPENING



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PR. NO.: **1207-CB-22**
 Dated: **07/22/2022**

End User:
GMDH

DESSAMIE BUAT-SANCHEZ, CPA, JD
 PGDH-PBO / BAC CHAIRPERSON

Item No.	Unit	Item and Description	Qty	Approved Budget for Contract (ABC) Total	Approved Budget for Contract (ABC) Unit	Supplier's Quotation Unit Price	Brand Name
2.1	Boxes	Acetylcysteine 600mg effervescent tablet, 100's	5	8,500.00	1,700.00		
2.2	Boxes	Acyclovir tab 200mg tablet, 100's	2	1,240.00	620.00		
2.3	Boxes	Aluminum hydroxide + Magnesium Hydroxide 200mg+100mg Tablet, 100's	5	1,600.00	320.00		
2.4	Boxes	Amoxicillin 500 mg capsule 100's	50	15,000.00	300.00		
2.5	Boxes	Allupurinol tablet, 300mg, 100's	2	740.00	370.00		
2.6	Boxes	Amlodipine 5 mg tablet, 30's	10	700.00	70.00		
2.7	Boxes	Amlodipine 10 mg tablet, 30's	10	1,450.00	145.00		
2.8	Boxes	Ascorbic Acid (Vitamin C) tablet 500mg, 100's	10	2,000.00	200.00		
2.9	Boxes	Aspirin 80 mg tablet, 100's	2	360.00	180.00		
2.10	Boxes	Azithromycin 500mg tablet, 3's	30	2,850.00	95.00		
2.11	Boxes	Betahistine 24 mg tablet, 100's	2	6,500.00	3,250.00		
2.12	Boxes	Captopril 25mg tablet, 100's	2	320.00	160.00		
2.13	Boxes	Cefalexin 500mg capsule, 100's	50	28,500.00	570.00		
2.14	Boxes	Cefuroxime 500mg tablet, 10's	50	7,000.00	140.00		
2.15	Boxes	Celecoxib 200mg capsule, 100's	5	3,000.00	600.00		
2.16	Boxes	Cetirizine 10mg tablet, 100's	30	4,500.00	150.00		
2.17	Boxes	Cinnarizine 25mg tablet, 100's	10	1,400.00	140.00		
2.18	Boxes	Ciprofloxacin 500mg tablet, 100's	5	7,250.00	1,450.00		
2.19	Boxes	Clarithromycin 500mg tablet, 30's	20	9,000.00	450.00		
2.20	Boxes	Clindamycin 300mg capsule, 100's	20	17,000.00	850.00		
2.21	Boxes	Clonidine 150 mcg/tab, 100's	2	3,100.00	1,550.00		
2.22	Boxes	Clopidogrel 75mg tablet, 100's	5	1,150.00	230.00		
2.23	Boxes	Cloxacillin (as sodium) 500mg capsule, 100's	10	3,250.00	325.00		
2.24	Boxes	Co- Amoxiclav (Amoxicillin + Potassium clavulanate) 500 mg + 125 mg tablet, 14's	80	13,200.00	165.00		
2.25	Boxes	Dicycloverine 10mg tablet, 100's	2	130.00	65.00		
2.26	Boxes	Domperidone 10 mg tablet, 100's	2	330.00	165.00		
2.27	Boxes	Doxycycline (as Hydrate) 100mg capsule, 100's	2	1,500.00	750.00		
2.28	Boxes	Furosemide 40mg tablet, 100's	2	320.00	160.00		
2.29	Boxes	Gliclazide 60mg MR tablet, 60's	5	4,500.00	900.00		
2.30	Boxes	Hyoscine (as N-Butyl bromide) 10mg tablet, 100's	5	2,800.00	560.00		
2.31	Boxes	Ibuprofen 400mg tablet, 100's	2	400.00	200.00		
2.32	Boxes	Insulin, Regular (Recombinant DNA, Human) 100 iu/ml, 10ml vial	2	580.00	290.00		
2.33	Boxes	Ipratropium 500 mcg + Salbutamol 2.5mg, 2.5 ml nebule, 35's	10	5,300.00	530.00		

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 - d. SCHEDULE OF DROPPING/BID OPENING



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GMDH

DESSAMIE BUAT-SANCHEZ, CPA, JD
 PGDH-PBO / BAC CHAIRPERSON

Item No.	Unit	Item and Description	Qty	Approved Budget for Contract (ABC) Total	Approved Budget for Contract (ABC) Unit	Supplier's Quotation Unit Price	Brand Name
2.34	Boxes	Isosorbide Dinitrate 5mg Sublingual tablet, 100s	1	1,550.00	1,550.00		
2.35	Boxes	Lagundi 300mg tablet, 100's	20	3,800.00	190.00		
2.36	Boxes	Losartan 50mg tablet, 100's	20	6,000.00	300.00		
2.37	Boxes	Losartan 100mg tablet, 100's	5	2,250.00	450.00		
2.38	Boxes	Mefenamic Acid 500mg capsule, 100's	10	2,500.00	250.00		
2.39	Boxes	Metformin Hydrochloride 500mg Tablet, 100's	10	4,390.00	439.00		
2.40	Boxes	Methyldopa 250mg tablet, 100's	1	930.00	930.00		
2.41	Boxes	Methylprednisolone 4 mg Tablet, 100's	1	850.00	850.00		
2.42	Boxes	Metoprolol (as tartrate) 50mg tablet, 100's	1	260.00	260.00		
2.43	Boxes	Metronidazole 500mg tablet, 100's	30	8,700.00	290.00		
2.44	Boxes	Montelukast 10mg tablet, 100's	10	12,500.00	1,250.00		
2.45	Boxes	Multivitamins for Adult Tablet, 100's	5	1,900.00	380.00		
2.46	Boxes	Oral Rehydration salts 5.575 gm sachet, 25's	10	1,350.00	135.00		
2.47	Boxes	Ofloxacin 200mg tablet, 100's	1	400.00	400.00		
2.48	Boxes	Omeprazole 40mg capsule, 100's	50	21,150.00	423.00		
2.49	Boxes	Paracetamol Suppository 125mg, 24's	5	4,700.00	940.00		
2.50	Boxes	Paracetamol Suppository 250mg, 24's	5	3,400.00	680.00		
2.51	Boxes	Prednisone 10mg tablet, 100's	1	330.00	330.00		
2.52	Boxes	Ranitidine 150mg tablet, 100's	30	2,640.00	88.00		
2.53	Boxes	Salbutamol Nebule 1 mg/ml, 2.5 ml, 30's	25	14,000.00	560.00		
2.54	Boxes	Sambong 500mg/tab, 100's	5	2,750.00	550.00		
2.55	Boxes	Terramycin eye ointment 3.5 grams tube	5	2,000.00	400.00		
2.56	Boxes	Tranexamic Acid 500mg capsule, 100's	10	9,000.00	900.00		
2.57	Boxes	Vitamin B1 B6 B12 100mg +5 mg + 50 mcg Capsule, 100's	5	1,500.00	300.00		
2.58	Bot	Amoxicillin 100mg/ml, 15ml Drops	144	3,024.00	21.00		
2.59	Bot	Amoxicillin syrup 250/5ml, 60 ml suspension	144	7,920.00	55.00		
2.60	Bot	Aluminum Hydroxide + Magnesium hydroxide 225mg/200mg, 60ml	144	4,320.00	30.00		
2.61	Bot	Ascorbic acid (Vitamin C) 100mg/5ml 60ml syrup	144	5,040.00	35.00		
2.62	Bot	Cefalexin drops 100mg/ml, 10ml drops	144	3,024.00	21.00		
2.63	Bot	Cefalexin suspension 250mg/ 5 ml, 60ml	144	7,200.00	50.00		
2.64	Bot	Cefuroxime 250mg/5ml suspension 50ml	144	28,080.00	195.00		
2.65	Bot	Cetirizine 10mg/ml 10ml Oral drops	144	12,096.00	84.00		
2.66	Bot	Cetirizine syrup 5mg/5ml, 60ml	144	8,640.00	60.00		
2.67	Bot	Clarithromycin suspension 125mg/5 ml, 50ml	50	10,500.00	210.00		
2.68	Bot	Co- Amoxiclav (Amoxicillin + Potassium clavulanate) 400 mg + 57 mg/5 ml, 70ml Suspension	100	26,000.00	260.00		

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 Date of Opening (**September 06, 2022**) – Ralota Hall Davao Del Sur Coliseum, Province of Davao Del Sur.

Late submission of quotation shall not be accepted. Request for Quotations will be opened in the presence of the Bidders who choose to attend. Thank you.

PR. NO.: **1207-CB-22**
 Dated: **07/22/2022**

End User:
GMDH

DESSAMIE BUAT-SANCHEZ, CPA, JD
 PGDH-PBO/BAC CHAIRPERSON

Item No.	Unit	Item and Description	Qty	Approved Budget for Contract (ABC) Total	Approved Budget for Contract (ABC) Unit	Supplier's Quotation Unit Price	Brand Name
2.69	Bot	Domperidone 1mg/ml ,60ml Suspension	100	13,000.00	130.00		
2.70	Bot	Dicycloverine syrup 10mg/5ml 60ml syrup	144	2,016.00	14.00		
2.71	Bot	Lagundi syrup 300mg/5ml, 60ml	144	7,200.00	50.00		
2.72	Bot	Metronidazole suspension 125mg/5ml, 60ml	144	7,920.00	55.00		
2.73	Bot	Multivitamins per 5ml, 60ml Syrup	144	5,760.00	40.00		
2.74	Bot	Paracetamol 120mg/5 ml (125 mg/5ml), syrup 60ml	144	2,520.00	17.50		
2.75	Bot	Paracetamol 250/5ml, 60ml	144	10,080.00	70.00		
2.76	Bot	Paracetamol 100mg/ml Drops, 15ml	100	3,200.00	32.00		
2.77	Bot	Prednisone 10mg/5ml suspension, 60ml	10	1,100.00	110.00		
2.78	Bot	Salbutamol syrup 2mg/5ml, 60ml	144	5,760.00	40.00		
2.79	Bot	Zinc 27.5 mg/ml (Equiv. to 20mg Elemental Zinc), 15 ml oral drops	50	2,250.00	45.00		
2.80	Bot	Zinc 55 mg/ 5ml (Equiv. to 20mg Elemental Zinc), 60 ml syrup	50	2,000.00	40.00		
		Charges: DRUGS AND MEDICINES 5-02-03-070 Purpose/Remarks: For GMDH Use NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT.		764,170.00			

Note: In case of tie quotation between suppliers, the BAC is hereby authorized to do the toss coins/draw lots.

ITR/BTR and Omnibus sworn statement shall be submitted prior to the release of payment in the case of Small Value Procurement.

After having carefully read and accepted your General Conditions at the back, I/We have quote you on the item/s at prices noted

(Name & Signature or proprietor or its duly authorized representative)

Valid ID

CANVASSER:

Name & Signature of Canvasser

(Telephone, Cellphone No. Or Email Address)

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GENERAL CONDITION



1. ALL ENTRIES MUST BE TYPEWRITTEN OR WRITTEN LEGIBLY.
2. DELIVERY PERIOD WITHIN 10 CALENDAR DAYS UPON RECEIPT OF P.O.
3. PLACE OF DELIVERY SHALL BE MADE AT PGSO WAREHOUSE, PROVINCIAL CAPITOL, MATTI, DIGOS CITY.
4. WARRANTY SHALL BE FOR A PERIOD OF AT LEAST SIX (6) MONTHS FOR SUPPLIES & MATERIALS, AT LEAST ONE (1) YEAR FOR EQUIPMENT FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY.
5. PRICE VALIDITY SHALL BE FOR A PERIOD OF 30 CALENDAR DAYS EXCEPT FOR HIGH PERISHABLE GOODS, FUEL AND OTHER ITEMS WARRANTED UNDER THE CIRCUMSTANCES.
6. BIDDERS MAY SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATION OF THE PRODUCT BEING OFFERED (EQUIPMENT ONLY)
7. IF APPLICABLE, BRAND NAME SHALL BE INDICATED IN THE RFQ BY THE PARTICIPATING SUPPLIER/S. IN THE ABSENCE OF "BRAND NAME" OFFERED SHALL BE A SUFFICIENT GROUND FOR DISQUALIFICATION OF THE PARTICIPATING SUPPLIER/BIDDER.
8. BIDDER IS REQUIRED TO OFFER ONE (1) BRAND ONLY. IN CASE OF THE BIDDER OFFERED MULTIPLE BRANDS, SAID BIDDER WILL BE AUTOMATICALLY DISQUALIFIED.
9. IF THE SUBJECT ITEMS FOR TIE BREAKING IS OF A MINIMUM AMOUNT (P 1.00 TO P 1,000.00), THE AWARD WILL BE GIVEN TO THE LOWEST CALCULATED AND RESPONSIVE BIDDER WITH THE HIGHEST TOTAL VALUE OF ITEMS AWARDED.
10. ALL REQUEST FOR QUOTATION (RFQ'S)/CANVASS FORMS MUST BE PUT INSIDE AN ENVELOPE PROPERLY SEALED AND MARKED (EXCEPT FOR RFQ'S SUBMITTED THROUGH THE BAC EMAIL).
11. RFQs/CANVASS FORMS SHALL NOT BE ACCEPTED FOR DROPPING WHEN ANY OF THE FOLLOWING CONDITIONS EXIST:
 - a. NOT ENCLOSED IN AN ENVELOPE
 - b. ENVELOPE NOT PROPERLY SEALED
 - c. TAMPERED ENVELOPE
12. ENVELOPE MUST BE MARKED WITH THE FOLLOWING DETAILS:
 - a. COMPANY NAME
 - b. CONTACT NUMBER
 - c. PURCHASE REQUEST NO. & DATE
 - d. SCHEDULE OF DROPPING/BID OPENING