



Republic of the Philippines

## OFFICE OF THE SOLICITOR GENERAL

### TECHNICAL SPECIFICATIONS

for the Supply and Delivery of Nine Hundred (900) Sets  
of Emergency Go Bags with Contents

Pursuant to Section 3, Article XIII of the 1987 Constitution, in relation to Section 2(p) or Republic Act No. 10121, and Section V, Item 2(c) of CSC-DOH-DOLE Joint Memorandum Circular (JMC) No. 1, s. 2020, the Office of the Solicitor General (OSG) intends to procure emergency go bags with supplies that its employees and outsourced personnel may need to survive for at least three (3) days, or seventy-two (72) hours, as recommended by the National Disaster Risk Reduction and Management Council.

#### I. Approved Budget for the Contract

One Million Eight Hundred Thousand Pesos (Php1,800,000.00), inclusive of all applicable government taxes, charges, and other standard fees.

#### II. General Requirements and Specifications

ITEM	QUANTITY	UNIT	SPECIFICATIONS
a. Emergency Go Bag	900	pieces	<ul style="list-style-type: none"><li>i. Backpack type;</li><li>ii. At least 16 inches x 12.5 inches;</li><li>iii. Orange and black in color, with reflectorized strips and OSG Logo and "OSG Go Bag" imprints and in accordance with the following:</li><li>iv. Must have hooks or straps/compartment for hard hat and water bottle;</li><li>v. Made of woven fabric: High tenacity nylon fibers (such as, but not limited to, CORDURA Fabric Finish)</li><li>vi. Breaking Strength - minimum of 140kg; maximum of 170kg</li><li>vii. Filling - Minimum 130kg; maximum 160kg</li><li>viii. Water repellency - 80% minimum</li><li>ix. Zippers: heavy-duty minimum size 10mm (#10) with double slider for main and back compartments</li><li>x. Grab/Carry handle: comfortable heavy-duty and padded for both top and front properly bar-tucked stitching</li></ul>

				<ul style="list-style-type: none"> <li>xi. Modular shoulder suspenders/straps - contoured, padded, heavy-duty modular adjustable shoulder/straps with five (5) horizontal webbings (silver reflectorized cloth on the third webbing)</li> <li>xii. Buckles - heavy-duty (skeleton design with pillar support inside the buckle, thick plastic material) for shoulder/suspender straps; Breaking Strength 50kg or 400N minimum</li> <li>xiii. reflectorized strip - size 2 inches stitched at the front of the bag</li> <li>xiv. side water bottle holder - stretchable side mesh (thick heavy-duty mesh) for water bottle holder on both sides of the bag (with garters at the top and heavy duty buckles at the middle)</li> <li>xv. airflow back system design - allows better air circulation</li> <li>xvi. three (3) lines of MOLLE Webbing in lower front portion of the bag to allow additional attachments with heavy-duty bar-tucking stitches</li> <li>xvii. with proper bar-tucking stitches for heavy-duty use at all pressure points of the bag</li> </ul>
b. Energy bar / biscuits	1800	packs (2 packs per employee)	<ul style="list-style-type: none"> <li>i. High energy, multi-vitamin and ready-to-eat emergency food with an extended shelf life of at least 5 years</li> <li>ii. Manufactured in the last quarter of 2023 and consumable until 2027 or later</li> </ul>	
c. Canned goods	900	pieces	<ul style="list-style-type: none"> <li>i. At least 180grams;</li> <li>ii. Easy open can;</li> <li>iii. Ready-to-eat;</li> <li>iv. Manufactured in the last quarter of 2023 and consumable until 2027 or later</li> </ul>	
d. Emergency contact card	900	pieces	<ul style="list-style-type: none"> <li>i. 4x3 inches in size;</li> <li>ii. Laminated or contained inside water-proof sleeve;</li> <li>iii. Must be attached to the go bag;</li> <li>iv. Contains emergency contact numbers of the BFP, PNP, Makati-DRRMO, among others.</li> </ul>	
e. Blue Pouch	900	pieces	<ul style="list-style-type: none"> <li>i. Water resistant and large enough to contain sanitation and hygiene items below</li> </ul>	

e.1. Troclosen Sodium water purification tablets	900	packs	<ul style="list-style-type: none"> <li>i. 10 tablets per pack; FDA-approved;</li> <li>ii. manufactured in the last quarter of 2023 and consumable until 2026 or later;</li> <li>iii. At least 50mg, max 80mg;</li> <li>iv. with instructions manual</li> </ul>
e.2. Anti-bacterial hand sanitizer	900	pieces	<ul style="list-style-type: none"> <li>i. At least 50mL;</li> <li>ii. manufactured in the last quarter of 2023 and usable until 2025 or later</li> </ul>
e.3. Moist towelette/ hand-wipes	900	packs	<ul style="list-style-type: none"> <li>i. At least 50 sheets of contained in a resealable packaging;</li> <li>ii. manufactured in the last quarter of 2023 and usable until 2026 or later</li> </ul>
f. Red Pouch	900	pieces	<ul style="list-style-type: none"> <li>i. Water resistant and large enough to contain first-aid and medical contents below;</li> <li>ii. with imprint of the red cross emblem</li> </ul>
f.1. Adhesive bandage strips	900	packs	<ul style="list-style-type: none"> <li>i. 3 inches; 20 pieces per pack;</li> <li>ii. manufactured in the last quarter of 2023 and usable until 2028 or later</li> </ul>
f.2. Scissors(trauma shears)	900	pieces	<ul style="list-style-type: none"> <li>i. Stainless steel</li> </ul>
f.3. Elastic bandage	900	roll	<ul style="list-style-type: none"> <li>i. 4x5 yards</li> </ul>
f.4. N95 mask	900	pieces	<ul style="list-style-type: none"> <li>i. 99% BFE (Bacterial Filtration Efficiency);</li> <li>ii. disposable particulate respirator;</li> <li>iii. manufactured in the last quarter of 2023 and usable until 2026 or later</li> </ul>
f.5. Burn ointment	900	tubes	<ul style="list-style-type: none"> <li>i. at least 30g, expiry date not earlier than 2026 or later</li> </ul>
f.6. Cotton balls	900	packs	<ul style="list-style-type: none"> <li>i. at least 150 balls per pack</li> </ul>
f.7. Gauze Bandage	900	pieces	<ul style="list-style-type: none"> <li>i. 4x10 yards</li> </ul>
f.8. Sterile surgical Gloves	900	pairs	<ul style="list-style-type: none"> <li>i. Medium or Large;</li> <li>ii. manufactured in the last quarter of 2023 and usable until 2028 or later</li> </ul>
f.9. Tourniquet	900	pieces	<ul style="list-style-type: none"> <li>i. Retractable</li> </ul>
f.10. Paracetamol	900	blister packs	<ul style="list-style-type: none"> <li>i. 500 mg, 10 tablets per blister pack;</li> <li>ii. Expiry date not earlier than 2027</li> </ul>
f.11. Loperamide	900	blister packs	<ul style="list-style-type: none"> <li>i. 2mg; 4 capsules per blister pack;</li> <li>ii. manufactured in the last quarter of 2023, usable until 2027;</li> </ul>
f.12. Povidone Iodine	900	bottle	<ul style="list-style-type: none"> <li>i. 15mL;</li> <li>ii. manufactured in the last quarter of 2023 and usable until 2028 or later</li> </ul>
f.13. Hydrogen Peroxide	900	bottle	<ul style="list-style-type: none"> <li>i. 3% solution, 60mL;</li> </ul>

				ii. manufactured in the last quarter of 2023 and usable until 2026 or later
g. Orange Pouch	900	pieces		i. Water resistant and large enough to contain survival and protective equipment below
g.1. Flashlight	900	pieces		i. LED ii. Handcrank or squeeze powered with a dynamo iii. Plastic material iv. with handstrap
g.2. Whistle	900	pieces		i. Plastic ii. With washable string lanyard
g.3. Green chemical light/ cyalume glow sticks	900	packs		i. 6" in length; ii. can glow for at least 8 hours; at least 2 piece per pack
g.4. Safety gloves	900	pairs		i. with polyurethane or latex coating
g.5. Thermal poncho	900	pieces		ii. at least 48" iii. Water-proof, wind-proof, cast polypropylene
g.6. Canteen bottle	900	pieces		i. BPA Free ii. 1.5 liters iii. Material must be food grade stainless steel

### III. Bidder Qualifications

- a. Must have physical store/shop with verifiable address where emergency go bags with the items stated above are available for assembly and ex-stock supply of replaceable goods are readily available.
- b. Must have a valid Philippine Government Electronic Procurement System (PhilGEPS) Platinum Membership.
- c. Must be registered with the Securities and Exchange Commission, Department of Trade and Industry, or Cooperative Development Authority, whichever is applicable.
- d. Must have been in the business of supplying and delivering emergency go bags and its contents for at least 3 years.
- e. Must agree to provide proof of satisfactory completion within the past three (3) years of at least three (3) similar contracts with government institutions and private entities, the aggregate contract amounts should be equivalent to at least fifty percent (50%) of the ABC; Provided that the largest of these similar contracts must be equivalent to at least twenty-five percent (25%) of the ABC. For this purpose, a similar contract means contract for the procurement/supply and delivery of go bags or emergency/disaster supplies.
- f. Must agree that the supplied goods remain at its risk and title until its final acceptance by the OSG.

**IV. Applicable Laws**

- a. Applicable provisions of the Procurement Law (R.A. No. 9184) and its Implementing Rules and Regulations (IRR) shall form part hereof.

**V. Submission of a Prototype During Contract Implementation**

- a. The winning bidder shall submit a prototype emergency go bag with OSG Logo and "OSG Go Bag," containing the listed items as provided in the General Requirements and Specifications, within ten (10) calendar days after issuance of the Notice of Award (NOA), for the evaluation of the TWG before the delivery of complete sets. The winning bidder is allowed to rectify the submitted prototype upon receipt of written notice from TWG.
- b. Simultaneous with the submission of the prototype, the winning bidder shall submit a certification from the Philippine Textile Research Institute (PTRI) or other fabric/textile testing facility or institute as to the compliance of the fabric of the bags with requirements under Items v to viii of Section II.a.

**VI. Delivery**

- a. The awardee shall deliver the items within sixty (60) calendar days upon receipt of Notice to Proceed (NTP).
- b. All items shall be delivered for inspection and processing at the OSG Building, 134 Amorsolo Street, Legaspi Village, Makati City.

**VII. Liquidated Damages**

- a. In case of delayed delivery, without justifiable ground or cause, the OSG shall have the right to liquidated damages, not by way of penalty, in an amount equivalent to 1/10th of 1 percent of the cost of the delayed goods scheduled for delivery for every day of delay, collectible from any money due or which may become due to the OSG. The computation of liquidated damages shall be reckoned on the date stated in the Purchase Order, Notice to Proceed, or delivery schedule, whichever is applicable.

**VIII. Terms of Payment**

- a. Payment of the 95% of the contract price will be made thirty (30) calendar days from the delivery and issuance of the inspection and acceptance report by the OSG and submission of all other required documents.
- b. Payment of the remaining 5% of the contract price will be made upon the lapse of the one-year warranty period stated in Section IX(a) hereof.
- c. The final and last payment shall be made only after the final report and statement, identified as such, shall have been submitted by the winning bidder and approved as Satisfactory by the OSG.

**IX. Warranties of the Winning Bidder**

- a. A warranty period of one (1) year against workmanship or factory defects of the bags and its applicable contents, from the date of issuance of the Certificate of Completion and Acceptance issued by the OSG.
- b. The emergency go bags and all contents are brand new and manufactured in the last quarter of 2023.
- c. Replace any item found to be non-compliant, defective, or damaged within fifteen (15) days from receipt of the written notice from the OSG.
- d. The winning bidder warrants that it shall conform strictly to the terms and conditions of these Technical Specifications.

**TECHNICAL WORKING GROUP  
FOR THE PROCUREMENT OF EMERGENCY GO BAGS**



**B. MARC A. CANUTO**  
*Assistant Solicitor General*  
Chairperson



**ARLEEN T. REYES**  
*Assistant Solicitor General*  
Vice-Chairperson



**SONNY VON N. RUAYA**  
*Assistant Solicitor General*  
Member



**JILLIAN MARIE B. CO**  
*State Solicitor I*  
Member



**EMMANUEL EUMIR F. SONGCUYA II**  
*Associate Solicitor III*  
Member



**MARVIN B. AQUINO**  
*Associate Solicitor II*  
Member

*MA. ALMA S. SY*  
**MA. ALMA S. SY**  
*Administrative Officer V*  
Member

*GLADYS LAIZA J. PADRILAN*  
**GLADYS LAIZA J. PADRILAN**  
*Administrative Officer V*  
Member

*RAFAEL B. IGDANES*  
**RAFAEL B. IGDANES**  
*Senior Administrative Assistant V*  
Member

*MARCELO G. FRIAS*  
**MARCELO G. FRIAS**  
*Security Officer II*  
Member

*(ON LEAVE)*  
**ANTHONY C. FRANCISCO**  
*Security Officer I*  
Member

**OFFICE OF THE SOLICITOR GENERAL  
SPECIAL BIDS AND AWARDS COMMITTEE**

134 Amorsolo St., Legaspi Village, Makati City

**PRE-PROCUREMENT CONFERENCE OF EMERGENCY GO BAGS**

**MINUTES OF THE MEETING**

**9 November 2023, 10:30 AM**

**134 Amorsolo Street, Legaspi Village, Makati City  
and through Videoconference *via* Microsoft Teams**

**A. ATTENDANCE**

**1. Special Bids and Awards Committee**

SSS Omar M. Diaz – Vice Chairperson  
SSS Noel Cezar T. Segovia – Member  
SSS Samantha P. Camitan - Member  
SSS Gerald P. Sotto – Member  
SS II Jocelyn Castillo-Sarmiento – Member  
Director Bernadette M. Lim – Member  
SS I Joseph Benjamin P. Tagsa – Alternate Member

**2. SBAC Secretariat & Procurement Section**

SS II Ferdinand B. Redulla  
AS II Lorenz Angelo Mari M. Panotes (*via MS Teams*)  
AS I Judy Ann A. Facistol  
AS I Jacinto Jerico D. Dela Rosa IV  
SAO Rodrigo L. Ojenal (*via MS Teams*)  
AO IV Angelito E. Frias  
AO IV Rodel Balila (*via MS Teams*)  
AO II Desiree C. Andaya (*via MS Teams*)  
AO II Dixie Caidic  
ADAS I Christian D. Buat (*via MS Teams*)  
PROCS Paolo Miguel U. Torio  
AO V Shera Jane B. Solon  
AO IV Marjorie V. Castillo (*via MS Teams*)  
AO II Rhodora T. Cardel (*via MS Teams*)  
AO II Sonny S. Bermudez (*via MS Teams*)  
ADA VI Anna Loraine C. Alviar (*via MS Teams*)

**3. TWG – Procurement of Emergency Go Bags**

SSI Jillian Marie B. Co (*via MS Teams*)  
AS II Marvin B. Aquino (*via MS Teams*)  
AO V Gladys Laiza Padrilan (*via MS Teams*)

**PRE-PROCUREMENT CONFERENCE OF EMERGENCY GO BAGS**

**For FY 2024**

**09 November 2023, 10:30 AM**

X-----X

SADAS V Rafael B. Igdanes *(via MS Teams)*  
SECO I Anthony C. Francisco *(via MS Teams)*

**4. Observers**

Internal Auditor I Rocaina Mandangan *(via MS Teams)*  
ADAS III Israel C. Dalluay *(via MS Teams)*

**B. CALL TO ORDER.** The proceeding was called to order by the Special Bids and Awards Committee (SBAC) Vice Chairperson at 10:30 AM.

**C. PRE-PROCUREMENT CONFERENCE.**

**1. Administrative Matters.**

- Quorum met, 6 members of the SBAC are present.
- SBAC Secretariat to mention the names of the SBAC members present onsite and online.
- Attendees present onsite should open their microphone all throughout the proceedings for those attending thru MS Teams.
- AS Facistol to take minutes of the meeting.
- SBAC Members will ask questions in a round robin setting to address each issue raised.

**2. Conference Proper.**

- The amount in the Indicative Annual Procurement Plan (IAPP) and the Approved Budget for Contract (ABC) is P1,800,000.00.
- The contents was practically lifted from the request of the EPRT committee.
- The OSG Emergency Go Bag shall be a backpack with 3pouches –
  - Blue – sanitation and hygiene
  - Red – first aid materials
  - Orange – survival

<b>I. Approved Budget for the Contract</b>		
ABC is P1,800,000.00	P 1,800,000.00 include taxes?	Yes, inclusive of all applicable government taxes, chares and other standard fees.
	What is the basis of the costing?	The costing is based on Suggested Retail Price (SRP).
<b>II. General Requirements and Specifications</b>		
Items included in each Go Bag	What's the basis of the items included in this procurement?	Lifted from NDRRMC recommendations.

**PRE-PROCUREMENT CONFERENCE OF EMERGENCY GO BAGS**

**For FY 2024**

**09 November 2023, 10:30 AM**

X-----X

	Whistle is not in the list.	Original list from NDRRMC, whistle is included. However, with the budget given to the TWG, the same can no longer be included.
	Can food items be dispensed with? So as to do away with the issue of manufacturing dates as well.  We are constrained by the limited budget allocated for this procurement, can we adjust the items included? Retain the essentials – the bag and the first aid kits. The other items can be procured later on.	We cannot dispense with the food items, this is needed for sustenance.
	What's the basis of the specifications? From the NDRRMC list?	TWG did market research and inquired with other government agencies i.e. AFP.
		The AFP procured their Go Bags under the Bayanihan Act I and not covered by RA 9184.
	In TWG's market research, are there go bags of this kind? If yes, what is the price range?	Yes, the contract usually ranges from 3M-5M, with almost the same number of Go Bags.
	Missing important items? Triangular bandage Ammonia Hot n cold compress Thermometer	Most of the requirements of the NDRRMC were excluded to fit the budget allocated.
<b>III. Bidder's Qualifications</b>		
a. Physical store/shop with verifiable address where emergency go bags with the items stated above.	Require a physical verifiable store, Go Bags will be assembled.	TWG will consider.
b. Registered and accredited with PhilGEPS.	Require platinum registration	TWG will consider.
f. Client Satisfaction Rating from at least 2 government agencies or private corporations within the	What is the standard number of CS ratings we require? Either stick with the TOR or	TWG will consider.

**PRE-PROCUREMENT CONFERENCE OF EMERGENCY GO BAGS**

**For FY 2024**

**09 November 2023, 10:30 AM**

X-----X

<p>NCR and other highly urbanized cities with whom the bidder has a past on ongoing similar contract.</p>	<p>follow the standard of 3 CS rating.</p>	
	<p>Why only within NCR and other highly urbanized cities? This will limit the bidders. Procurement must be open to all.</p>	<p>TWG will consider.</p>
<p><b>V. Submission of a Prototype During Contract Implementation</b></p>		
<p>a. Winning bidder shall submit a prototype emergency go bag with OSG logo and OSG Go Bag, containing the listed items as provided in the General Requirements and Specifications, for the evaluation of the TWG before the delivery of complete sets. Winning bidder is allowed to rectify the submitted prototype upon receipt of written notice from TWG.</p>	<p>How to test the breaking point? Water repellancy?</p>	<p>TWG requires the winning bidder to submit a prototype emergency bag to test the bag's breaking point and its water repellancy.</p>
<p><b>VI. Delivery</b></p>		
<p>a. Delivery of items within 90 days upon receipt of the Notice to Proceed (NTP)</p>	<p>Shorten the period of delivery from 90 to 60 days, procurement activity is for assembly not manufacturing or fabrication.</p>	<p>TWG will consider.</p>
<p><b>IX. Warranties of the Winning Bidder</b></p>		
<p>a. Warranty period of 1 year against workmanship or factory defects of the bags and its applicable contents, from the date of issuance of the Certificate of Completion and</p>	<p>Check and verify: 1. Items included in this procurement are expendables, thus under GPPB/GAM/COA rules, warranty should be 3 months only.</p>	<p>TWG will consider.  SBAC Secretariat Legal to research on what's covered by Warranties (Sec 32 IRR RA 9184)</p>

**PRE-PROCUREMENT CONFERENCE OF EMERGENCY GO BAGS**

**For FY 2024**

**09 November 2023, 10:30 AM**

X-----X

Acceptance issued by the OSG.		
b. Emergency go bags and all contents are brand new and manufactured not earlier than 2023.	Replace “manufactured not earlier than 2023” or “manufactured not less than 2 months before delivery”.	TWG will consider whether to use manufacturing date or expiration date.
c. Replacement of any items found to be non compliant, defective, or damaged within 5 days from receipt of written notice from OSG.	Change 5 days delivery from notice.	TWG will consider.

- Dir. Lim: This procurement activity is not funded under the NEP nor CI. This will be sourced from savings because this is necessary. We work on the budget allocated, we can lessen the contents of the bag or remove a pouch. Any augmentation cannot be accommodated.
- Is it the responsibility of the office to replenish the perishables included in the Go Bag? It will depend on the budget of the office in the coming years.
- Procurement by Lots? This can only be resorted to in case of partial failure of bidding.
- After revision of the TOR, TWG please attach the result of the market study you have conducted so we can be assured that this procurement will not result into a failed bidding.
- TWG to include the line of business of the bidder.
- TWG to study feasibility of procuring by Lots.
- Revised TOR for submission on Monday, 13 November 2023.

**D. ADJOURNMENT.** The pre-procurement conference for procurement of Emergency Go Bags adjourned at 12NN.

**Approved on 09 November 2023, 12NN.**

*On Official Leave*

**MARIA VICTORIA V. SARDILLO- SALOM**

**Chairperson**

**PRE-PROCUREMENT CONFERENCE OF EMERGENCY GO BAGS**

**For FY 2024**

*09 November 2023, 10:30 AM*

X-----X



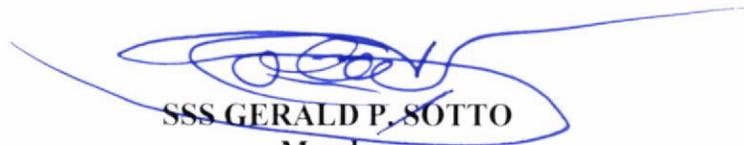
**SSS OMAR M. DIAZ**  
Vice-Chairperson



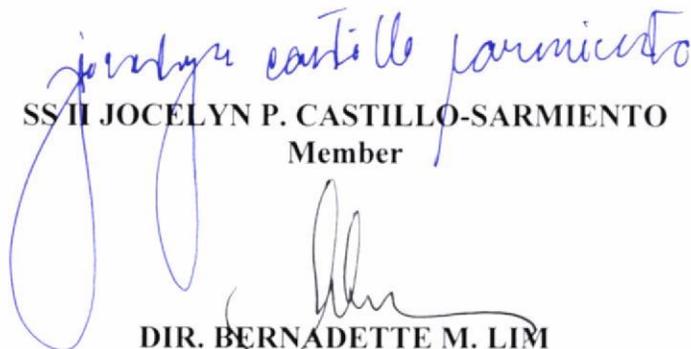
**SSS NOEL CEZAR T. SEGOVIA**  
Member



**SSS SAMANTHA P. CAMITAN**  
Member



**SSS GERALD P. SOTTO**  
Member



**SS II JOCELYN P. CASTILLO-SARMIENTO**  
Member



**DIR. BERNADETTE M. LIM**  
Member