

MEMORANDUM CIRCULARNo. 29

Series of 2024

**SUBJECT : REITERATION ON THE SUBMISSION OF
BROCHURES/LITERATURE FOR ALL BID PROPOSALS FOR
ALTERNATIVE MODE OF PROCUREMENT**

This is to reiterate that all potential bidders/suppliers submitting bids for alternative mode of procurement shall ensure that bid proposals must be supported by a **brochure/manufacturer's un-amended sales literature/unconditional statements of specification and manufacture compliance issued by the manufacturer or appropriate document** as reference for evaluation. In addition, the potential bidders/suppliers shall provide the **brand name** for the products being offered. The aforementioned requirements are stated in the Request for Quotation. Kindly highlight/identify the items you propose to bid.

This Circular **shall be for potential bidders/suppliers of the following items:**

1. Veterinary Drugs, Biologicals and Medicines;
2. Agricultural and Laboratory Machineries and Equipments;
3. Information and Communication Technology Equipments;
4. Laboratory Reagents, Products and Supplies; and
5. Other Specialized or Customized products.

In view of the above, **all submitted bid proposals for alternative mode of procurement, lacking the aforementioned requirements shall be automatically disqualified.**

For information and strict compliance.

Done this 3rd day of June 2024.



HYACINTH G. NAPILOY, DVM, MPS-PA
Officer-In-Charge, Assistant Director