



Republic of the Philippines
DEPARTMENT OF HEALTH
OFFICE OF THE SECRETARY

SAN LAZARO COMPOUND
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MANILA, PHILIPPINES
TEL. NO. 743-83-01 - 23 LOC. 1125-26

June 5, 2000

ADMINISTRATIVE ORDER

No. 60 s., 2000

Subject: Guidelines On the Procurement of Anti-TB Drugs for the National TB Program using 2000 Regional Funds

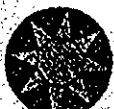
General Provisions:

1. The funds for the procurement of Anti-TB Drugs including freight / handling shall be charged to the 16 Regional Field Offices funds.
2. The following drugs shall be procured, SCC Type I, SCC Type II, Ethambutol tablets, Streptomycin Vials, Pyrazinamide tablets, Rifampicin capsule and Isoniazid syrup.

Procurement Procedure:

1. The Department of Health Central Office will conduct a national competitive bidding to determine the unit price of each anti-TB drug.
2. The Central Office shall release the Notice of Award to the winning supplier and distributor. The Regional Health Offices shall be informed of the price of the drug and the distribution price as soon as the qualified suppliers and distributors acknowledge the Notice of Award.
3. The DOH Central Office shall provide the Regional Health Offices with copies of the following documents:
 - Bidding document
 - Technical Evaluation Reports
 - PBAC Resolution
 - Notice of Award

Signed AD Received in
the Records Section on 7/14/2000



Sa Sentrong Sigla, kalusugan mo at ng iyong pamilya laing una

"TB Alert"

Procuring the TB Drugs from the Supplier:

1. The winning supplier shall post the corresponding Performance Security with the Regional Health Office based on a percentage of the total contract price of the pertinent Purchase Order issued by the Regional Health Offices.
2. The Regional Health Office will be placing ONE order with the winning supplier for THREE deliveries based on the allocation list for each region provided by the TB Control Service. The first delivery shall cover the 30% of the total allocation to be delivered within the first 60 days from the date of the PO. The second delivery shall cover the next 35% of the total allocation to be delivered within 90 days from the date of the PO. The third and last delivery shall cover the remaining 35% of the total allocation to be delivered within 120 days from the date of the PO.
3. The supplier will then deliver the required drugs with a copy of the Certificate of Analysis to the corresponding Regional Health Office warehouse/storage facility.
4. The Regional Health Offices shall be responsible for the acceptance, inspection for quantity and physical quality of the drugs and medicines at the point of loading (Supplier's warehouse).
5. The regional Inspection Committee should complete the inspection report and submit it to the Regional Administrative Officer and PLS within 5 days of inspection.
6. Payments shall be the responsibility of the particular Regional Health Office from which the Purchase Order originated. The Regional Health Director shall ensure that the supplier will be paid within the prescribed 30 days after each delivery. Payment terms are incorporated in Annex A. The results of the BFAD analysis are NOT prerequisites for payment to the supplier, but negative results in product recall and other penalties as stipulated in the bid documents.

Contracting the Service of the Distributor:

1. The Regional NTP Coordinators shall be in charge of preparing the distribution and allocation list for each RHU under its jurisdiction.
2. The Regional Health Offices shall then contract the services of the DOH Contract distributor for the distribution of the anti-TB drugs and medicines from the Regional Field Health offices to the different Rural Health Units. The allocation list prepared by the Regional NTP Coordinator will be provided to the Distributor with the Purchase Order.
3. The distribution cost of anti-TB drugs from the Regional Health Offices to the Rural Health Units shall be charged to the regional funds. The Regional Health Offices should effect payment within 30 days after delivery.

Reporting by the Regional Health Offices:

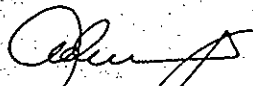
The Regional Health Office shall provide the Procurement and Logistics Service with a copy of the Purchase Order (s) upon issuance.

After the distribution has been completed, the Regional Field Health Offices shall provide the Procurement and Logistics Service and the TB Control Service the following documents:

- * Report of completion of deliveries using the format provided by PLS (see attached form in Annex B)
- * Actual Allocation list by RHUs.
- * Problems and issues encountered in this procurement of anti-TB drugs.

Role of the TB Service and PLS:

The TB Control Service and the Procurement and Logistics Service will monitor the status of procurement, deliveries, payment, distribution and utilization of the anti-TB drugs in coordination with the Regional/Provincial/City/Municipal NTP Coordinators.



ALBERTO G. ROMUALDEZ, JR., M.D.
Secretary of Health