

Section VII. Technical Specifications

Technical Specifications

(and Terms of Reference)

Scope and Background

The PCOO, in the execution of its mandate and realization of its mission to serve as the primary vehicle for consciousness-raising as well as its drive to inform, educate, and enlighten the citizenry, continues to implement relevant projects, programs, and activities despite the world-wide pandemic.

To safeguard the health and well-being of officials and employees of PCOO and as part of its Covid-19 response, the procurement of Covid-19 swab test kits is necessary.

The RT-PCR testing shall be conducted for the following:

1. Officials and personnel with pre-departure requirements for official travels which require the presentation of negative COVID-19 test results;
2. Participants of official activities which require the presentation of negative COVID-19 test results; and
3. PCOO personnel who are part of the skeleton workforce to whom the following conditions apply:
 - a. experiencing symptoms consistent with COVID-19 (i.e., fever, cough, and difficulty in breathing, among others); and/or
 - b. exposed to or had close contact with someone with COVID-19 (confirmed case) during their report to work.

Technical Specifications

	Description	Statement of Compliance
I.	Number of Tests	
	a. Administration of RT-PCR Swab Test (walk-in/drive thru) for 660 pax as scheduled by the PCOO	
	b. Administration of RT-PCR Swab Test (home service) for 40 pax as scheduled by the PCOO	
II.	Qualifications/Technical Expertise of the Covid-19 Testing Facility	
	a. Must be a Department of Health (DOH) accredited/certified testing center/facility to administer swab tests for Covid-19 (certification or proof of accreditation is required), and testing kits to be used must be FDA approved (with proper documentation/proof);	
	b. Has duly trained licensed medical practitioners (Medical Technologists, or Nurses, or Doctors) to perform the tests;	

	<ul style="list-style-type: none"> c. Capable of providing high level of technical and proficient testing methods, and can provide accurate test results within 12 hours; d. Must be on call and can perform swab tests from Mondays to Sundays, including holidays, through the following means and available hours: <ul style="list-style-type: none"> i. Walk-in (24 hours a day); ii. Drive-thru test (8:00AM to 5:00PM); and iii. Home service (8:00AM to 5:00PM); e. Laboratory or testing site must be in Metro Manila and within ten (10)-kilometer radial distance from Times Plaza Building located at United Nations Avenue corner Taft Avenue, Ermita, Manila; and f. Must be PhilGEPS registered. 	
III.	Responsibilities of Service Provider	
	<p>The service provider shall:</p> <ul style="list-style-type: none"> a. be responsible for the storage and supply of testing kits to be used; b. ensure that the testing kits to be provided are FDA approved; c. administer nasopharyngeal or oropharyngeal swab (RT-PCR) to PCOO officials and employees to determine Covid-19 infection; d. ensure that in the conduct of tests, the use of personal protective equipment by medical practitioners is observed at all times; e. provide materials, medical supplies, and other necessary paraphernalia for the testing; f. responsible for the disposal of all used materials and articles; g. adhere to the guidelines on swab testing set by the Department of Health; h. provide official test results within 12 hours; and i. ensure that personally identifiable information (PII), data, and test results of PCOO officials, regular and contractor of service employees, are kept confidential and secured in accordance to R.A. No. 10173 or Data Privacy Act of 2012; and j. comply with all relevant rules and regulations of government agencies (e.g., DOH, IATF-EID, NTF-Covid, DBM, etc.), and industry best practices relevant to Covid testing. 	
IV.	Payment Schedule: Monthly Billing	
	<p>Payment shall be based on the actual number of tests conducted for the month and shall be processed upon receipt of the official billing statement. The means of verification shall be the number of test results received by the PCOO.</p>	

	Only swab test slots consumed on or before 31 December 2021 shall be paid by the procuring entity. Portion of the contract price intended to cover for the unconsumed slots shall pertain to the procuring entity.	
V.	Contract Duration	
	The duration of the contract shall be until 31 December 2021 from receipt of Notice to Proceed or until the 700 tests are consumed whichever comes first.	