



Eligibility Requirements for Consignment:

A. Technical Components

(Submit the updated copy of the following documents in three (3) sets):

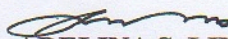
- **Secretary's Certificate** - A document that is signed and sealed by the secretary of the corporation/ company which states that the Board of Directors (BOD)/ Company President has delegated authority to a specific individual;
- **Company Profile** - A concise description of the company;
- **Securities and Exchange Commission (SEC) Registration** certificate for corporation/ partnership or **Department of Trade and Industry (DTI)** permit for sole proprietorship;
- **Business/ Mayor's Permit** from the local government;
- **Omnibus Sworn Statement** (duly notarized);
- **Certificate of Product Registration (CPR)** issued by the Philippine Food and Drug Administration (PFDA);
 - Identify the product codes in the CPR in line with the project the company is joining.
 - Write the Invitation to Consign (ITC) number and project name on the upper right part of the CPR. e.g. ITC 127.2016 Tuohy Borst Hemostatic Valve
- **Audited Financial Statement** duly stamped and received by the Bureau of Internal Revenue (BIR);
- **Tax Clearance Certificate;**
- **Certificate of Exclusive Distributorship (CED);** and
- **License to Operate (LTO);**
- Other documents that the Consignment Committee (CC) may require.

B. Financial Components

- **Financial proposal / Price quotation**
 - Identify the product codes in the price quotation. It should correspond to the CPR codes of the project the company is joining. e.g.:

Name of Product in CPR	ITC no./ Project	Price
CPR code: Guidewire Accessory Kit with Copilot ® Bleedback Control Valve Code: 1003330	ITC no. 127.2016 – Tuohy Borst Hemostatic Valve	P xxx.xx

- With validity of at least one (1) year (e.g. “valid for one year.” Do not specify the date. The one (1) year validity date of the offer will coincide with the effectivity date of the Consignment Agreement (CA).
- Duly signed by the authorized signatory as certified in the Secretary's Certificate.


ADELINA S. LIM, M.D.
Chairman, Consignment Committee