

# PHILIPPINE BIDDING DOCUMENTS

## Procurement of GOODS

Lot	Bid No.	P.R.	PhilGEPS	R.O.	Description	ABC	Rate
1	B20233035	2023052801		PROVINCIAL ADMINISTRATOR'S OFFICE - INFORMATION TECHNOLOGY DIVISION	PROCUREMENT OF 250 UNITS CENTRAL INTERCEPT X ENDPOINT ADVANCED AND 36 UNITS CENTRAL INTERCEPT X ADVANCED SERVER (RE-BID)	688,200.00	₱1,000.00
2	B20233341	2023052759		PROVINCIAL GENERAL SERVICES OFFICE	PROCUREMENT OF CONSTRUCTION MATERIALS FOR THE IMPROVEMENT OF PASSO RECORDS ROOM	922,399.30	₱1,000.00
3	B20233342	2023063612		PROVINCIAL INFORMATION, COMMUNICATION AND KNOWLEDGE MANAGEMENT OFFICE	PROCUREMENT OF 3 SETS BRANDED 25.3MP FULL - FRAME MIRRORLESS CAMERA WITH ACCESSORIES KIT	450,000.00	₱500.00
4	B20233343	2023063722		PROVINCIAL SPORTS AND YOUTH DEVELOPMENT OFFICE	PROCUREMENT OF ELECTRICAL SUPPLIES FOR REPAIR OF ELECTRICAL LINES CONNECTION AND REPLACEMENT OF DEFECTIVE LIGHT BULBS AT MAIN GRANDSTAND	322,790.00	₱500.00
5	B20233344	2023063766		PROVINCIAL GENERAL SERVICES OFFICE	PROCUREMENT OF CONSTRUCTION MATERIALS FOR THE IMPROVEMENT OF PRC FACILITY	1,052,617.50	₱5,000.00
6	B20233345	2023063771		PROVINCIAL GENERAL SERVICES OFFICE	PROCUREMENT OF 100 UNITS 3M X 3M TENTS FOR VARIOUS ACTIVITIES	1,450,000.00	₱5,000.00

Provincial Government of Davao del Norte  
**Sixth Edition**  
**July 2020**

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# Preface

These Philippine Bidding Documents (PBDs) for the procurement of Goods through Competitive Bidding have been prepared by the Government of the Philippines for use by any branch, constitutional commission or office, agency, department, bureau, office, or instrumentality of the Government of the Philippines, National Government Agencies, including Government-Owned and/or Controlled Corporations, Government Financing Institutions, State Universities and Colleges, and Local Government Unit. The procedures and practices presented in this document have been developed through broad experience, and are for mandatory use in projects that are financed in whole or in part by the Government of the Philippines or any foreign government/foreign or international financing institution in accordance with the provisions of the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184.

The Bidding Documents shall clearly and adequately define, among others: (i) the objectives, scope, and expected outputs and/or results of the proposed contract or Framework Agreement, as the case may be; (ii) the eligibility requirements of Bidders; (iii) the expected contract or Framework Agreement duration, the estimated quantity in the case of procurement of goods, delivery schedule and/or time frame; and (iv) the obligations, duties, and/or functions of the winning bidder.

Care should be taken to check the relevance of the provisions of the PBDs against the requirements of the specific Goods to be procured. If duplication of a subject is inevitable in other sections of the document prepared by the Procuring Entity, care must be exercised to avoid contradictions between clauses dealing with the same matter.

Moreover, each section is prepared with notes intended only as information for the Procuring Entity or the person drafting the Bidding Documents. They shall not be included in the final documents. The following general directions should be observed when using the documents:

- a. All the documents listed in the Table of Contents are normally required for the procurement of Goods. However, they should be adapted as necessary to the circumstances of the particular Procurement Project.
- b. Specific details, such as the “*name of the Procuring Entity*” and “*address for bid submission*,” should be furnished in the Instructions to Bidders, Bid Data Sheet, and Special Conditions of Contract. The final documents should contain neither blank spaces nor options.
- c. This Preface and the footnotes or notes in italics included in the Invitation to Bid, Bid Data Sheet, General Conditions of Contract, Special Conditions of Contract, Schedule of Requirements, and Specifications are not part of the text of the final document, although they contain instructions that the Procuring Entity should strictly follow.
- d. The cover should be modified as required to identify the Bidding Documents as to the Procurement Project, Project Identification Number, and Procuring Entity, in addition to the date of issue.
- e. Modifications for specific Procurement Project details should be provided in the Special Conditions of Contract as amendments to the Conditions of Contract. For easy completion, whenever reference has to be made to specific clauses in the Bid Data Sheet or Special Conditions of Contract, these terms shall be

printed in bold typeface on Sections I (Instructions to Bidders) and III (General Conditions of Contract), respectively.

- f. For guidelines on the use of Bidding Forms and the procurement of Foreign-Assisted Projects, these will be covered by a separate issuance of the Government Procurement Policy Board.

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# *Glossary of Acronyms, Terms, and Abbreviations*

**ABC** – Approved Budget for the Contract.

**BAC** – Bids and Awards Committee.

**Bid** – A signed offer or proposal to undertake a contract submitted by a bidder in response to and in consonance with the requirements of the bidding documents. Also referred to as *Proposal* and *Tender*. (2016 revised IRR, Section 5[c])

**Bidder** – Refers to a contractor, manufacturer, supplier, distributor and/or consultant who submits a bid in response to the requirements of the Bidding Documents. (2016 revised IRR, Section 5[d])

**Bidding Documents** – The documents issued by the Procuring Entity as the bases for bids, furnishing all information necessary for a prospective bidder to prepare a bid for the Goods, Infrastructure Projects, and/or Consulting Services required by the Procuring Entity. (2016 revised IRR, Section 5[e])

**BIR** – Bureau of Internal Revenue.

**BSP** – Bangko Sentral ng Pilipinas.

**Consulting Services** – Refer to services for Infrastructure Projects and other types of projects or activities of the GOP requiring adequate external technical and professional expertise that are beyond the capability and/or capacity of the GOP to undertake such as, but not limited to: (i) advisory and review services; (ii) pre-investment or feasibility studies; (iii) design; (iv) construction supervision; (v) management and related services; and (vi) other technical services or special studies. (2016 revised IRR, Section 5[i])

**CDA** - Cooperative Development Authority.

**Contract** – Refers to the agreement entered into between the Procuring Entity and the Supplier or Manufacturer or Distributor or Service Provider for procurement of Goods and Services; Contractor for Procurement of Infrastructure Projects; or Consultant or Consulting Firm for Procurement of Consulting Services; as the case may be, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.

**CIF** – Cost Insurance and Freight.

**CIP** – Carriage and Insurance Paid.

**CPI** – Consumer Price Index.

**DDP** – Refers to the quoted price of the Goods, which means “delivered duty paid.”

**DTI** – Department of Trade and Industry.

**EXW** – Ex works.

**FCA** – “Free Carrier” shipping point.

**FOB** – “Free on BOATd” shipping point.

**Foreign-funded Procurement or Foreign-Assisted Project**– Refers to procurement whose funding source is from a foreign government, foreign or international financing institution as specified in the Treaty or International or Executive Agreement. (2016 revised IRR, Section 5[b]).

**Framework Agreement** – Refers to a written agreement between a procuring entity and a supplier or service provider that identifies the terms and conditions, under which specific purchases, otherwise known as “Call-Offs,” are made for the duration of the agreement. It is in the nature of an option contract between the procuring entity and the bidder(s) granting the procuring entity the option to either place an order for any of the goods or services identified in the Framework Agreement List or not buy at all, within a minimum period of one (1) year to a maximum period of three (3) years. (GPPB Resolution No. 27-2019)

**GFI** – Government Financial Institution.

**GOCC** – Government-owned and/or –controlled corporation.

**Goods** – Refer to all items, supplies, materials and general support services, except Consulting Services and Infrastructure Projects, which may be needed in the transaction of public businesses or in the pursuit of any government undertaking, project or activity, whether in the nature of equipment, furniture, stationery, materials for construction, or personal property of any kind, including non-personal or contractual services such as the repair and maintenance of equipment and furniture, as well as trucking, hauling, janitorial, security, and related or analogous services, as well as procurement of materials and supplies provided by the Procuring Entity for such services. The term “related” or “analogous services” shall include, but is not limited to, lease or purchase of office space, media advertisements, health maintenance services, and other services essential to the operation of the Procuring Entity. (2016 revised IRR, Section 5[r])

**GOP** – Government of the Philippines.

**GPPB** – Government Procurement Policy BOATd.

**INCOTERMS** – International Commercial Terms.

**Infrastructure Projects** – Include the construction, improvement, rehabilitation, demolition, repair, restoration or maintenance of roads and bridges, railways, airports, seaports, communication facilities, civil works components of information technology projects, irrigation, flood control and drainage, water supply, sanitation, sewerage and solid waste management systems, shore protection, energy/power and electrification facilities, national buildings, school buildings, hospital buildings, and other related construction projects of the government. Also referred to as *civil works or works*. (2016 revised IRR, Section 5[u])

**LGUs** – Local Government Units.

**NFCC** – Net Financial Contracting Capacity.

**NGA** – National Government Agency.

**PhilGEPS** - Philippine Government Electronic Procurement System.

**Procurement Project** – refers to a specific or identified procurement covering goods, infrastructure project or consulting services. A Procurement Project shall be described, detailed, and scheduled in the Project Procurement Management Plan prepared by the agency

which shall be consolidated in the procuring entity's Annual Procurement Plan. (GPPB Circular No. 06-2019 dated 17 July 2019)

**PSA** – Philippine Statistics Authority.

**SEC** – Securities and Exchange Commission.

**SLCC** – Single Largest Completed Contract.

**Supplier** – refers to a citizen, or any corporate body or commercial company duly organized and registered under the laws where it is established, habitually established in business and engaged in the manufacture or sale of the merchandise or performance of the general services covered by his bid. (Item 3.8 of GPPB Resolution No. 13-2019, dated 23 May 2019). Supplier as used in these Bidding Documents may likewise refer to a distributor, manufacturer, contractor, or consultant.

**UN** – United Nations.

# ***Section I. Invitation to Bid***

## **Notes on the Invitation to Bid**

The Invitation to Bid (IB) provides information that enables potential Bidders to decide whether to participate in the procurement at hand. The IB shall be posted in accordance with Section 21.2 of the 2016 revised IRR of RA No. 9184.

Apart from the essential items listed in the Bidding Documents, the IB should also indicate the following:

- a. The date of availability of the Bidding Documents, which shall be from the time the IB is first advertised/posted until the deadline for the submission and receipt of bids;
- b. The place where the Bidding Documents may be acquired or the website where it may be downloaded;
- c. The deadline for the submission and receipt of bids; and
- d. Any important bid evaluation criteria (*e.g.*, the application of a margin of preference in bid evaluation).

The IB should be incorporated in the Bidding Documents. The information contained in the IB must conform to the Bidding Documents and in particular to the relevant information in the Bid Data Sheet.





## INVITATION TO BID FOR PROCUREMENT OF GOODS

1. The Provincial Government of Davao del Norte, through the following Source of Funds;

B20233035 -	IT INFRASTRUCTURE DEV'T AND MAINTENANCE PROJECT - SUBS EXPENSES (50299070) 545,000 & PADO-IT SUBSCRIPTION 143,200
B20233341 -	UPGRADING OF VARIOUS GOVERNMENT BUILDINGS/FACILITIES - CONST. IN PROGRESS - BLDGS. AND OTHER STRUCTURES (10710030)
B20233342 -	GENERAL ADMINISTRATION - OFFICE EQUIPMENT (10705020)
B20233343 -	REPAIRS AND MAINT. - BLDGS. AND OTHER STRUCTURES (50213040)
B20233344 -	UPGRADING OF VARIOUS GOVERNMENT BUILDINGS/FACILITIES - CONST. IN PROGRESS - BLDGS. AND OTHER STRUCTURES (10710030)
B20233345 -	GENERAL ADMINISTRATION - OTHER SUPPLIES AND MATERIALS EXPENSES (50203990)

intends to apply the sum of the corresponding Approved Budget for the Contract (ABC) to payments under the following contracts for Procurement of Goods. Bids received in excess of the ABC shall be automatically rejected at bid opening.

2. The Provincial Government of Davao del Norte now invites bids for the above Procurement Projects, to wit:

Lot	Bid No.	P.R.	PhilGEPS	R.O.	Description	ABC	Rate
1	B20233035	2023052801		PROVINCIAL ADMINISTRATOR'S OFFICE - INFORMATION TECHNOLOGY DIVISION	PROCUREMENT OF 250 UNITS CENTRAL INTERCEPT X ENDPOINT ADVANCED AND 36 UNITS CENTRAL INTERCEPT X ADVANCED SERVER (RE-BID)	688,200.00	₱1,000.00
2	B20233341	2023052759		PROVINCIAL GENERAL SERVICES OFFICE	PROCUREMENT OF CONSTRUCTION MATERIALS FOR THE IMPROVEMENT OF PASSO RECORDS ROOM	922,399.30	₱1,000.00
3	B20233342	2023063612		PROVINCIAL INFORMATION, COMMUNICATION AND KNOWLEDGE MANAGEMENT OFFICE	PROCUREMENT OF 3 SETS BRANDED 25.3MP FULL - FRAME MIRRORLESS CAMERA WITH ACCESSORIES KIT	450,000.00	₱500.00
4	B20233343	2023063722		PROVINCIAL SPORTS AND YOUTH DEVELOPMENT OFFICE	PROCUREMENT OF ELECTRICAL SUPPLIES FOR REPAIR OF ELECTRICAL LINES CONNECTION AND REPLACEMENT OF DEFECTIVE LIGHT BULBS AT MAIN GRANDSTAND	322,790.00	₱500.00
5	B20233344	2023063766		PROVINCIAL GENERAL SERVICES OFFICE	PROCUREMENT OF CONSTRUCTION MATERIALS FOR THE IMPROVEMENT OF PRC FACILITY	1,052,617.50	₱5,000.00
6	B20233345	2023063771		PROVINCIAL GENERAL SERVICES OFFICE	PROCUREMENT OF 100 UNITS 3M X 3M TENTS FOR VARIOUS ACTIVITIES	1,450,000.00	₱5,000.00

The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).

3. Bidding will be conducted through open competitive bidding procedures using a non-discretionary “*pass/fail*” criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA No. 5183.

4. Prospective Bidders may obtain further information from Provincial Government of Davao del Norte and inspect the Bidding Documents at the address given below during **8:00 am-5:00 pm Mondays to Fridays**.
5. A complete set of Bidding Documents may be acquired by interested Bidders on, **July 14, 2023 to August 03, 2023 at 8:00 a.m. to 5:00 p.m.** from the given address and website(s) specifically at: BAC Secretariat Office, 2F PGSO Bldg., Government Center, Mankilam, Tagum City, Province of Davao del Norte or at <http://www.davaodelnorte.gov.ph/index.php/bid-opportunities/bidding-invitations>: and upon payment of the non-refundable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount **as reflected in item no. 2**. The Procuring Entity shall allow the bidder to present its proof of payment for the fees to be presented **in person**.
6. The Provincial Government of Davao del Norte will hold a Pre-Bid Conference through Google Meet® as the official platform for the videoconferencing on, **July 24, 2023 at 9:00 am** at which shall be opened to all interested parties. Interested parties for the online pre-bid conference shall send the following information at **bacddn4@gmail.com a day before the pre-bid conference**, to wit:
  1. Official e-mail address which will be used during videoconferencing;
  2. Name of Participant;
  3. Name and Address of Establishment;
  4. Bid Number; and
  5. Name of Project/Item Description
7. Bids must be duly received by the BAC Secretariat through **manual submission** at the office address indicated below on or before, **August 07, 2023 at 9:00 am**. Late bids shall not be accepted. Moreover, all interested parties can only attend the above-cited Opening of Bids through Google Meet® as the official platform for the videoconferencing. Interested parties for the online opening of bids shall send the following information at **bacddn4@gmail.com a day before the opening of bids**, to wit:
  1. Official e-mail address which will be used during videoconferencing;
  2. Name of Participant;
  3. Name and Address of Establishment;
  4. Bid Number; and
  5. Name of Project/Item Description
8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 14.
9. Bid opening shall be on, **August 07, 2023 at 9:00 am** at the given address below. Bids will be opened in the presence of the bidders’ representatives who choose to attend the activity online.

10. The Provincial Government of Davao del Norte reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.

11. For further information, please refer to:

**MR. DENNIS B. DEVILLERES, LL.B.**  
(PEEDO – HEAD) BAC Chairperson  
Provincial Economic Enterprise Development Office  
Government Center, Mankilam, Tagum City

**BAC SECRETARIAT OFFICE**

Province of Davao del Norte  
2F PGSO Bldg., Government Center, Mankilam, Tagum City  
Cellphone No. 0999-222-1967 local: 2320  
Email address: bacddn4@gmail.com  
Website address: [www.davaodelnorte.gov.ph](http://www.davaodelnorte.gov.ph)

12. You may visit the following websites:

For downloading of Bidding Documents: [www.davaodelnorte.gov.ph/index.php/bid-opportunities/bidding-invitations](http://www.davaodelnorte.gov.ph/index.php/bid-opportunities/bidding-invitations)

**MR. DENNIS B. DEVILLERES, LL.B.**  
PG Dep't. Head - PEEDO  
BAC Chairperson

**Date of Issued: July 14, 2023**

## ***Section II. Instructions to Bidders***

### **Notes on the Instructions to Bidders**

This Section on the Instruction to Bidders (ITB) provides the information necessary for bidders to prepare responsive bids, in accordance with the requirements of the Procuring Entity. It also provides information on bid submission, eligibility check, opening and evaluation of bids, post-qualification, and on the award of contract.

## 1. Scope of Bid

The Procuring Entity, Provincial Government of Davao del Norte wishes to receive Bids for the projects.

The Procurement Project (referred to herein as “Project”) is composed of items indicated in Section VII. Technical Specifications.

## 2. Funding Information

2.1. The GOP through the source of funding as indicated below, *viz*:

B20233035 -	IT INFRASTRUCTURE DEV'T AND MAINTENANCE PROJECT - SUBS EXPENSES (50299070) 545,000 & PADO-IT SUBSCRIPTION 143,200
B20233341 -	UPGRADING OF VARIOUS GOVERNMENT BUILDINGS/FACILITIES - CONST. IN PROGRESS - BLDGS. AND OTHER STRUCTURES (10710030)
B20233342 -	GENERAL ADMINISTRATION - OFFICE EQUIPMENT (10705020)
B20233343 -	REPAIRS AND MAINT. - BLDGS. AND OTHER STRUCTURES (50213040)
B20233344 -	UPGRADING OF VARIOUS GOVERNMENT BUILDINGS/FACILITIES - CONST. IN PROGRESS - BLDGS. AND OTHER STRUCTURES (10710030)
B20233345 -	GENERAL ADMINISTRATION - OTHER SUPPLIES AND MATERIALS EXPENSES (50203990)

2.2. The source of funding is:

- a. LGUs, the Annual or Supplemental Budget, as approved by the Sanggunian.

## 3. Bidding Requirements

The Bidding for the Project shall be governed by all the provisions of RA No. 9184 and its 2016 revised IRR, including its Generic Procurement Manuals and associated policies, rules and regulations as the primary source thereof, while the herein clauses shall serve as the secondary source thereof.

Any amendments made to the IRR and other GPPB issuances shall be applicable only to the ongoing posting, advertisement, or **IB** by the BAC through the issuance of a supplemental or bid bulletin.

The Bidder, by the act of submitting its Bid, shall be deemed to have verified and accepted the general requirements of this Project, including other factors that may affect the cost, duration and execution or implementation of the contract, project, or work and examine all instructions, forms, terms, and project requirements in the Bidding Documents.

## 4. Corrupt, Fraudulent, Collusive, and Coercive Practices

The Procuring Entity, as well as the Bidders and Suppliers, shall observe the highest standard of ethics during the procurement and execution of the contract. They or through an agent shall not engage in corrupt, fraudulent, collusive, coercive, and obstructive practices defined under Annex “I” of the 2016 revised IRR of RA No. 9184 or other integrity violations in competing for the Project.

## 5. Eligible Bidders

5.1. Only Bids of Bidders found to be legally, technically, and financially capable will be evaluated.

## 5.2. Foreign Bidders

- a. Foreign ownership exceeding those allowed under the rules may participate pursuant to:
  - i. When a Treaty or International or Executive Agreement as provided in Section 4 of the RA No. 9184 and its 2016 revised IRR allow foreign bidders to participate;
  - ii. Citizens, corporations, or associations of a country, included in the list issued by the GPPB, the laws or regulations of which grant reciprocal rights or privileges to citizens, corporations, or associations of the Philippines;
  - iii. When the Goods sought to be procured are not available from local suppliers; or
  - iv. When there is a need to prevent situations that defeat competition or restrain trade.
- b. Foreign ownership limited to those allowed under the rules may participate in this Project.

## 5.3. Pursuant to Section 23.4.1.3 of the 2016 revised IRR of RA No.9184, the Bidder shall have an SLCC that is at least one (1) contract similar to the Project the value of which, adjusted to current prices using the PSA's CPI, must be at least equivalent to:

- a. For the procurement of Non-expendable Supplies and Services: The Bidder must have completed a single contract that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC.
- b. For the procurement of Expendable Supplies: The Bidder must have completed a single contract that is similar to this Project, equivalent to at least twenty-five percent (25%) of the ABC.
- c. For procurement where the Procuring Entity has determined, after the conduct of market research, that imposition of either (a) or (b) will likely result to failure of bidding or monopoly that will defeat the purpose of public bidding: the Bidder should comply with the following requirements:
  - i. Completed at least two (2) similar contracts, the aggregate amount of which should be equivalent to at least *fifty percent (50%) in the case of non-expendable supplies and services or twenty-five percent (25%) in the case of expendable supplies*] of the ABC for this Project; and
  - ii. The largest of these similar contracts must be equivalent to at least half of the percentage of the ABC as required above.

## 5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.1 of the 2016 IRR of RA No. 9184.

## 6. Origin of Goods

There is no restriction on the origin of goods other than those prohibited by a decision of the UN Security Council taken under Chapter VII of the Charter of the UN, subject to Domestic Preference requirements under **ITB** Clause 18

## 7. Subcontracts

- 7.1. The Bidder may subcontract portions of the Project to the extent allowed by the Procuring Entity as stated herein, but in no case more than twenty percent (20%) of the Project.

The Procuring Entity has prescribed that:

- a. Subcontracting is not allowed.

## 8. Pre-Bid Conference

The Procuring Entity will hold a pre-bid conference for this Project on the specified date and time and either at its physical address and/or through videoconferencing/webcasting as indicated in paragraph 6 of the **IB**.

## 9. Clarification and Amendment of Bidding Documents

Prospective bidders may request for clarification on and/or interpretation of any part of the Bidding Documents. Such requests must be in writing and received by the Procuring Entity, either at its given address or through electronic mail indicated in the **IB**, at least ten (10) calendar days before the deadline set for the submission and receipt of Bids.

## 10. Documents comprising the Bid: Eligibility and Technical Components

- 10.1. The first envelope shall contain the eligibility and technical documents of the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
- 10.2. The Bidder's SLCC as indicated in **ITB** Clause 5.3 should have been completed prior to the deadline for the submission and receipt of bids.
- 10.3. If the eligibility requirements or statements, the bids, and all other documents for submission to the BAC are in foreign language other than English, it must be accompanied by a translation in English, which shall be authenticated by the appropriate Philippine foreign service establishment, post, or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines. Similar to the required authentication above, for Contracting Parties to the Apostille Convention, only the translated documents shall be authenticated through an apostille pursuant to GPPB Resolution No. 13-2019 dated 23 May 2019. The English translation shall govern, for purposes of interpretation of the bid.

## 11. Documents comprising the Bid: Financial Component

- 11.1. The second bid envelope shall contain the financial documents for the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
- 11.2. If the Bidder claims preference as a Domestic Bidder or Domestic Entity, a certification issued by DTI shall be provided by the Bidder in accordance with Section 43.1.3 of the 2016 revised IRR of RA No. 9184.
- 11.3. Any bid exceeding the ABC indicated in paragraph 1 of the **IB** shall not be accepted.

- 11.4. For Foreign-funded Procurement, a ceiling may be applied to bid prices provided the conditions are met under Section 31.2 of the 2016 revised IRR of RA No. 9184.

## 12. Bid Prices

- 12.1. Prices indicated on the Price Schedule shall be entered separately in the following manner:
- a. For Goods offered from within the Procuring Entity's country:
    - i. The price of the Goods quoted EXW (ex-works, ex-factory, ex-warehouse, ex-showroom, or off-the-shelf, as applicable);
    - ii. The cost of all customs duties and sales and other taxes already paid or payable;
    - iii. The cost of transportation, insurance, and other costs incidental to delivery of the Goods to their final destination; and
    - iv. The price of other (incidental) services, if any, listed in the **BDS**.
  - b. For Goods offered from abroad:
    - i. Unless otherwise stated in the **BDS**, the price of the Goods shall be quoted delivered duty paid (DDP) with the place of destination in the Philippines as specified in the **BDS**. In quoting the price, the Bidder shall be free to use transportation through carriers registered in any eligible country. Similarly, the Bidder may obtain insurance services from any eligible source country.
    - ii. The price of other (incidental) services, if any, as listed in the **BDS**.

## 13. Bid and Payment Currencies

- 13.1. For Goods that the Bidder will supply from outside the Philippines, the bid prices may be quoted in the local currency or tradeable currency accepted by the BSP at the discretion of the Bidder. However, for purposes of bid evaluation, Bids denominated in foreign currencies, shall be converted to Philippine currency based on the exchange rate as published in the BSP reference rate bulletin on the day of the bid opening.
- 13.2. Payment of the contract price shall be made in:
- a. Philippine Pesos.

## 14. Bid Security

- 14.1. The Bidder shall submit a Bid Securing Declaration or any form of Bid Security in the amount indicated in the **BDS**, which shall be not less than the percentage of the ABC in accordance with the schedule in the **BDS**.
- 14.2. The Bid and bid security shall be valid within **120 calendar days** from the Opening of Bids. Any Bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.



## 15. Sealing and Marking of Bids

Each Bidder shall submit one copy of the first and second components of its Bid.

The Procuring Entity may request additional hard copies and/or electronic copies of the Bid. However, failure of the Bidders to comply with the said request shall not be a ground for disqualification.

If the Procuring Entity allows the submission of bids through online submission or any other electronic means, the Bidder shall submit an electronic copy of its Bid, which must be digitally signed. An electronic copy that cannot be opened or is corrupted shall be considered non-responsive and, thus, automatically disqualified.

## 16. Deadline for Submission of Bids

16.1. The Bidders shall submit on the specified date and time and either at its physical address or through online submission as indicated in paragraph 7 of the **IB**.

## 17. Opening and Preliminary Examination of Bids

17.1. The BAC shall open the Bids in public at the time, on the date, and at the place specified in paragraph 9 of the **IB**. The Bidders' representatives who are present shall sign a register evidencing their attendance. In case videoconferencing, webcasting or other similar technologies will be used, attendance of participants shall likewise be recorded by the BAC Secretariat.

In case the Bids cannot be opened as scheduled due to justifiable reasons, the rescheduling requirements under Section 29 of the 2016 revised IRR of RA No. 9184 shall prevail.

17.2. The preliminary examination of bids shall be governed by Section 30 of the 2016 revised IRR of RA No. 9184.

## 18. Domestic Preference

18.1. The Procuring Entity will grant a margin of preference for the purpose of comparison of Bids in accordance with Section 43.1.2 of the 2016 revised IRR of RA No. 9184.

## 19. Detailed Evaluation and Comparison of Bids

19.1. The Procuring Entity's BAC shall immediately conduct a detailed evaluation of all Bids rated "*passed*," using non-discretionary pass/fail criteria. The BAC shall consider the conditions in the evaluation of Bids under Section 32.2 of the 2016 revised IRR of RA No. 9184.

19.2. If the Project allows partial bids, bidders may submit a proposal on any of the lots or items, and evaluation will be undertaken on a per lot or item basis, as the case maybe. In this case, the Bid Security as required by **ITB** Clause 14 shall be submitted for each lot or item separately.

19.3. The descriptions of the lots or items shall be indicated in **Section VII (Technical Specifications)**, although the ABCs of these lots or items are indicated in the **BDS** for purposes of the NFCC computation pursuant to Section 23.4.2.6 of the 2016 revised IRR of RA No. 9184. The NFCC must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder.

19.4. The Project shall be awarded as follows:

**Option 1 – One Project having several items that shall be awarded as one contract.**

19.5. Except for bidders submitting a committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation, all Bids must include the NFCC computation pursuant to Section 23.4.1.4 of the 2016 revised IRR of RA No. 9184, which must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder. For bidders submitting the committed Line of Credit, it must be at least equal to ten percent (10%) of the ABCs for all the lots or items participated in by the prospective Bidder.

## **20. Post-Qualification**

20.2. Within a non-extendible period of five (5) calendar days from receipt by the Bidder of the notice from the BAC that it submitted the Lowest Calculated Bid, the Bidder shall submit its latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment System (eFPS) and other appropriate licenses and permits required by law and stated in the **BDS**.

## **21. Signing of the Contract**

21.1. The documents required in Section 37.2 of the 2016 revised IRR of RA No. 9184 shall form part of the Contract. Additional Contract documents are indicated in the **BDS**.

## ***Section III. Bid Data Sheet***

### **Notes on the Bid Data Sheet**

The Bid Data Sheet (BDS) consists of provisions that supplement, amend, or specify in detail, information, or requirements included in the ITB found in Section II, which are specific to each procurement.

This Section is intended to assist the Procuring Entity in providing the specific information in relation to corresponding clauses in the ITB and has to be prepared for each specific procurement.

The Procuring Entity should specify in the BDS information and requirements specific to the circumstances of the Procuring Entity, the processing of the procurement, and the bid evaluation criteria that will apply to the Bids. In preparing the BDS, the following aspects should be checked:

- a. Information that specifies and complements provisions of the ITB must be incorporated.
- b. Amendments and/or supplements, if any, to provisions of the ITB as necessitated by the circumstances of the specific procurement, must also be incorporated.

# Bid Data Sheet

ITB Clause								
5.3	For this purpose, contracts similar to the Project shall be:							
	Lot	Bid No.	P.R.	PhilGEPS	R.O.	Description	ABC	Rate
	1	B20233035	2023052801		PROVINCIAL ADMINISTRATOR'S OFFICE - INFORMATION TECHNOLOGY DIVISION	PROCUREMENT OF 250 UNITS CENTRAL INTERCEPT X ENDPOINT ADVANCED AND 36 UNITS CENTRAL INTERCEPT X ADVANCED SERVER (RE-BID)	688,200.00	₱1,000.00
	2	B20233341	2023052759		PROVINCIAL GENERAL SERVICES OFFICE	PROCUREMENT OF CONSTRUCTION MATERIALS FOR THE IMPROVEMENT OF PASSO RECORDS ROOM	922,399.30	₱1,000.00
	3	B20233342	2023063612		PROVINCIAL INFORMATION, COMMUNICATION AND KNOWLEDGE MANAGEMENT OFFICE	PROCUREMENT OF 3 SETS BRANDED 25.3MP FULL - FRAME MIRRORLESS CAMERA WITH ACCESSORIES KIT	450,000.00	₱500.00
	4	B20233343	2023063722		PROVINCIAL SPORTS AND YOUTH DEVELOPMENT OFFICE	PROCUREMENT OF ELECTRICAL SUPPLIES FOR REPAIR OF ELECTRICAL LINES CONNECTION AND REPLACEMENT OF DEFECTIVE LIGHT BULBS AT MAIN GRANDSTAND	322,790.00	₱500.00
	5	B20233344	2023063766		PROVINCIAL GENERAL SERVICES OFFICE	PROCUREMENT OF CONSTRUCTION MATERIALS FOR THE IMPROVEMENT OF PRC FACILITY	1,052,617.50	₱5,000.00
	6	B20233345	2023063771		PROVINCIAL GENERAL SERVICES OFFICE	PROCUREMENT OF 100 UNITS 3M X 3M TENTS FOR VARIOUS ACTIVITIES	1,450,000.00	₱5,000.00
	a. completed prior to the deadline for the submission and receipt of bids.							
7.1	<b>No further instructions.</b>							
12	<b>No further instructions.</b>							
14.1	<p>The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts:</p> <p>a. The amount of not less than _____ [the amount equivalent to two percent (2%) of ABC], if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or</p> <p>b. The amount of not less than _____ [the amount equivalent to five percent (5%) of ABC] if bid security is in Surety Bond.</p>							
19.3	<b>Bid no.</b>	<b>Description</b>				<b>ABC</b>		
	B20233035	PROCUREMENT OF 250 UNITS CENTRAL INTERCEPT X ENDPOINT ADVANCED AND 36 UNITS CENTRAL INTERCEPT X ADVANCED SERVER (RE-BID)				688,200.00	Lot awarding	
	B20233341	PROCUREMENT OF CONSTRUCTION MATERIALS FOR THE IMPROVEMENT OF PASSO RECORDS ROOM				922,399.30	Lot awarding	
	B20233342	PROCUREMENT OF 3 SETS BRANDED 25.3MP FULL - FRAME MIRRORLESS CAMERA WITH ACCESSORIES KIT				450,000.00	Lot awarding	
	B20233343	PROCUREMENT OF ELECTRICAL SUPPLIES FOR REPAIR OF ELECTRICAL LINES CONNECTION AND REPLACEMENT OF DEFECTIVE LIGHT BULBS AT MAIN GRANDSTAND				322,790.00	Lot awarding	
	B20233344	PROCUREMENT OF CONSTRUCTION MATERIALS FOR THE IMPROVEMENT OF PRC FACILITY				1,052,617.50	Lot awarding	
	B20233345	PROCUREMENT OF 100 UNITS 3M X 3M TENTS FOR VARIOUS ACTIVITIES				1,450,000.00	Lot awarding	

20.2	<p>Latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment System (eFPS) and other appropriate licenses and permits required by law shall be submitted during post-qualification stage.</p> <p><i>Within 5 calendar days from the receipt of Notice to submit.</i></p>
21.1	<p><i>No further instructions.</i></p>

## ***Section IV. General Conditions of Contract***

### **Notes on the General Conditions of Contract**

The General Conditions of Contract (GCC) in this Section, read in conjunction with the Special Conditions of Contract in Section V and other documents listed therein, should be a complete document expressing all the rights and obligations of the parties.

Matters governing performance of the Supplier, payments under the contract, or matters affecting the risks, rights, and obligations of the parties under the contract are included in the GCC and Special Conditions of Contract.

Any complementary information, which may be needed, shall be introduced only through the Special Conditions of Contract.

## 1. Scope of Contract

This Contract shall include all such items, although not specifically mentioned, that can be reasonably inferred as being required for its completion as if such items were expressly mentioned herein. All the provisions of RA No. 9184 and its 2016 revised IRR, including the Generic Procurement Manual, and associated issuances, constitute the primary source for the terms and conditions of the Contract, and thus, applicable in contract implementation. Herein clauses shall serve as the secondary source for the terms and conditions of the Contract.

This is without prejudice to Sections 74.1 and 74.2 of the 2016 revised IRR of RA No. 9184 allowing the GPPB to amend the IRR, which shall be applied to all procurement activities, the advertisement, posting, or invitation of which were issued after the effectivity of the said amendment.

Additional requirements for the completion of this Contract shall be provided in the **Special Conditions of Contract (SCC)**.

## 2. Advance Payment and Terms of Payment

2.1. Advance payment of the contract amount is provided under Annex “D” of the revised 2016 IRR of RA No. 9184.

2.2. The Procuring Entity is allowed to determine the terms of payment on the partial or staggered delivery of the Goods procured, provided such partial payment shall correspond to the value of the goods delivered and accepted in accordance with prevailing accounting and auditing rules and regulations. The terms of payment are indicated in the **SCC**.

## 3. Performance Security

Within ten (10) calendar days from receipt of the Notice of Award by the Bidder from the Procuring Entity but in no case later than the signing of the Contract by both parties, the successful Bidder shall furnish the performance security in any of the forms prescribed in Section 39 of the 2016 revised IRR of RA No. 9184.

## 4. Inspection and Tests

The Procuring Entity or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Project. In addition to tests in the **SCC, Section VII (Technical Specifications)** shall specify what inspections and/or tests the Procuring Entity requires, and where they are to be conducted. The Procuring Entity shall notify the Supplier in writing, in a timely manner, of the identity of any representatives retained for these purposes.

All reasonable facilities and assistance for the inspection and testing of Goods, including access to drawings and production data, shall be provided by the Supplier to the authorized inspectors at no charge to the Procuring Entity.

## 5. Warranty

5.1 In order to assure that manufacturing defects shall be corrected by the Supplier, a warranty shall be required from the Supplier as provided under Section 62.1 of the 2016 revised IRR of RA No. 9184.

5.2 The Procuring Entity shall promptly notify the Supplier in writing of any claims arising under this warranty. Upon receipt of such notice, the Supplier shall, repair or replace the defective Goods or parts thereof without cost to the Procuring Entity, pursuant to the Generic Procurement Manual.

## **6. Liability of the Supplier**

The Supplier's liability under this Contract shall be as provided by the laws of the Republic of the Philippines.

If the Supplier is a joint venture, all partners to the joint venture shall be jointly and severally liable to the Procuring Entity.



## *Section V. Special Conditions of Contract*

### **Notes on the Special Conditions of Contract**

Similar to the BDS, the clauses in this Section are intended to assist the Procuring Entity in providing contract-specific information in relation to corresponding clauses in the GCC found in Section IV.

The Special Conditions of Contract (SCC) complement the GCC, specifying contractual requirements linked to the special circumstances of the Procuring Entity, the Procuring Entity's country, the sector, and the Goods purchased. In preparing this Section, the following aspects should be checked:

- a. Information that complements provisions of the GCC must be incorporated.
- b. Amendments and/or supplements to provisions of the GCC as necessitated by the circumstances of the specific purchase, must also be incorporated.

However, no special condition which defeats or negates the general intent and purpose of the provisions of the GCC should be incorporated herein.

## Special Conditions of Contract

GCC Clause	
1	<p><b>Delivery and Documents –</b></p> <p><i>[For Goods supplied from within the Philippines, state:]</i> “The delivery terms applicable to this Contract are delivered <i>[indicate place of destination]</i>. Risk and title will pass from the Supplier to the Procuring Entity upon receipt and final acceptance of the Goods at their final destination.”</p> <p>Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in Section VI (Schedule of Requirements).</p> <p><b>Incidental Services –</b></p> <p>The Supplier is required to provide all of the following services, including additional services, if any, specified in Section VI. Schedule of Requirements:</p> <ul style="list-style-type: none"> <li>a. performance or supervision of on-site assembly and/or start-up of the supplied Goods;</li> <li>b. furnishing of tools required for assembly and/or maintenance of the supplied Goods;</li> <li>c. furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied Goods;</li> <li>d. performance or supervision or maintenance and/or repair of the supplied Goods, for a period of time agreed by the parties, provided that this service shall not relieve the Supplier of any warranty obligations under this Contract; and</li> </ul>
	<ul style="list-style-type: none"> <li>e. training of the Procuring Entity’s personnel, at the Supplier’s plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied Goods.</li> </ul> <p>The Contract price for the Goods shall include the prices charged by the Supplier for incidental services and shall not exceed the prevailing rates charged to other parties by the Supplier for similar services.</p> <p><b>Spare Parts –</b></p> <p>The Supplier is required to provide all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the Supplier:</p> <ul style="list-style-type: none"> <li>1. such spare parts as the Procuring Entity may elect to purchase from the Supplier, provided that this election shall not relieve the Supplier of any warranty obligations under this Contract; and</li> <li>2. in the event of termination of production of the spare parts:</li> </ul>

- i. advance notification to the Procuring Entity of the pending termination, in sufficient time to permit the Procuring Entity to procure needed requirements; and
- ii. following such termination, furnishing at no cost to the Procuring Entity, the blueprints, drawings, and specifications of the spare parts, if requested.

The spare parts and other components required are listed in **Section VI (Schedule of Requirements)** and the costs thereof are included in the contract price.

The Supplier shall carry sufficient inventories to assure ex-stock supply of consumable spare parts or components for the Goods for a period of (refer to the Section VI. Schedule of Requirements).

Spare parts or components shall be supplied as promptly as possible, but in any case, within \_\_\_\_\_ months of placing the order, but in any case, please refer to the Section VI. Schedule of Requirements.

**Packaging –**

The Supplier shall provide such packaging of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in this Contract. The packaging shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packaging case size and weights shall take into consideration, where appropriate, the remoteness of the Goods’ final destination and the absence of heavy handling facilities at all points in transit.

The packaging, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified below, and in any subsequent instructions ordered by the Procuring Entity.

The outer packaging must be clearly marked on at least four (4) sides as follows:

- Name of the Procuring Entity
- Name of the Supplier
- Contract Description
- Final Destination
- Gross weight
- Any special lifting instructions
- Any special handling instructions
- Any relevant HAZCHEM classifications

A packaging list identifying the contents and quantities of the package is to be placed on an accessible point of the outer packaging if practical. If not practical the packaging list is to be placed inside the outer packaging but outside the secondary packaging.

**Transportation –**

	<p>Where the Supplier is required under Contract to deliver the Goods CIF, CIP, or DDP, transport of the Goods to the port of destination or such other named place of destination in the Philippines, as shall be specified in this Contract, shall be arranged and paid for by the Supplier, and the cost thereof shall be included in the Contract Price.</p> <p>Where the Supplier is required under this Contract to transport the Goods to a specified place of destination within the Philippines, defined as the Project Site, transport to such place of destination in the Philippines, including insurance and storage, as shall be specified in this Contract, shall be arranged by the Supplier, and related costs shall be included in the contract price.</p>
	<p>Where the Supplier is required under Contract to deliver the Goods CIF, CIP or DDP, Goods are to be transported on carriers of Philippine registry. In the event that no carrier of Philippine registry is available, Goods may be shipped by a carrier which is not of Philippine registry provided that the Supplier obtains and presents to the Procuring Entity certification to this effect from the nearest Philippine consulate to the port of dispatch. In the event that carriers of Philippine registry are available but their schedule delays the Supplier in its performance of this Contract the period from when the Goods were first ready for shipment and the actual date of shipment the period of delay will be considered force majeure.</p> <p>The Procuring Entity accepts no liability for the damage of Goods during transit other than those prescribed by INCOTERMS for DDP deliveries. In the case of Goods supplied from within the Philippines or supplied by domestic Suppliers risk and title will not be deemed to have passed to the Procuring Entity until their receipt and final acceptance at the final destination.</p> <p><b>Intellectual Property Rights –</b></p> <p>The Supplier shall indemnify the Procuring Entity against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the Goods or any part thereof.</p>
2.2	<i>No partial payment is allowed.</i>
4	<b>The inspections and tests that will be conducted are:</b> <i>After the delivery and acceptance of the end user.</i>

## *Section VI. Schedule of Requirements*

Lot no.	Bid no.	PR no.	Description	ABC
<u>1</u>	B20233035	2023052801	PROCUREMENT OF 250 UNITS CENTRAL INTERCEPT X ENDPOINT ADVANCED AND 36 UNITS CENTRAL INTERCEPT X ADVANCED SERVER (RE-BID)	688,200.00
<p>REMARKS : *The bidder MUST coordinate with the PADO-IT Infrastructure Development and Maintenance Section.            *The licenses is a renewal of an existing account manage by end-user email.            *Activation of the new licenses will be added to the existing licenses which will expire this August 2023            *All items will be awarded as lot.</p> <p><b>Place of Delivery: ON SITE</b>  <b>Delivery Term: 30 Calendar Days</b></p>				
<u>2</u>	B20233341	2023052759	PROCUREMENT OF CONSTRUCTION MATERIALS FOR THE IMPROVEMENT OF PASSO RECORDS ROOM	922,399.30
<p><b>Place of Delivery: PGSO Warehouse</b>  <b>Delivery Term: 10 Calendar Days</b></p>				
<u>3</u>	B20233342	2023063612	PROCUREMENT OF 3 SETS BRANDED 25.3MP FULL - FRAME MIRRORLESS CAMERA WITH ACCESSORIES KIT	450,000.00
<p><b>Place of Delivery: PGSO Warehouse</b>  <b>Delivery Term: 10 Calendar Days</b></p>				
<u>4</u>	B20233343	2023063722	PROCUREMENT OF ELECTRICAL SUPPLIES FOR REPAIR OF ELECTRICAL LINES CONNECTION AND REPLACEMENT OF DEFECTIVE LIGHT BULBS AT MAIN GRANDSTAND	322,790.00
<p><u>Green Procurement Terms and Conditions</u></p> <p><b>LEDS</b>  <b>1. The suppliers shall supply products which are packaged in recyclable material.</b></p> <p><b>Place of Delivery: PGSO Warehouse</b>  <b>Delivery Term: 7 Calendar Days</b></p>				
<u>5</u>	B20233344	2023063766	PROCUREMENT OF CONSTRUCTION MATERIALS FOR THE IMPROVEMENT OF PRC FACILITY	1,052,617.50
<p><u>Green Procurement Terms and Conditions</u></p> <p style="text-align: center;"><b>PAINTS AND VARNISHES</b></p> <p><b>1. The product shall not contain mercury, lead, cadmium, hexa-valent chromium, barium, antimony, as well as tributyltin (TBT) and triphenyltin (TPT). If the above substances exist in the product as impurities or contaminant, their total weight shall be less than 0.1% of the product. The use of Bariumsulfate (Barite) is excluded from this limitation.</b></p> <p><b>2. The packaging shall be accompanied by a brief statement discouraging improper disposal of the material and encouraging consultation with local authorities for disposal requirements or recycling opportunities as specified in RA 9003 under article 4.</b></p> <p><b>Place of Delivery: PGSO Warehouse</b>  <b>Delivery Term: 10 Calendar Days</b></p>				
<u>6</u>	B20233345	2023063771	PROCUREMENT OF 100 UNITS 3M X 3M TENTS FOR VARIOUS ACTIVITIES	1,450,000.00
<p><b>Place of Delivery: PGSO Warehouse</b>  <b>Delivery Term: 60 Calendar Days</b></p>				

## ***Section VII. Technical Specifications***

### **Notes for Preparing the Technical Specifications**

A set of precise and clear specifications is a prerequisite for Bidders to respond realistically and competitively to the requirements of the Procuring Entity without qualifying their Bids. In the context of Competitive Bidding, the specifications (*e.g.* production/delivery schedule, manpower requirements, and after-sales service/parts, descriptions of the lots or items) must be prepared to permit the widest possible competition and, at the same time, present a clear statement of the required standards of workmanship, materials, and performance of the goods and services to be procured. Only if this is done will the objectives of transparency, equity, efficiency, fairness, and economy in procurement be realized, responsiveness of bids be ensured, and the subsequent task of bid evaluation and post-qualification facilitated. The specifications should require that all items, materials and accessories to be included or incorporated in the goods be new, unused, and of the most recent or current models, and that they include or incorporate all recent improvements in design and materials unless otherwise provided in the Contract.

Samples of specifications from previous similar procurements are useful in this respect. The use of metric units is encouraged. Depending on the complexity of the goods and the repetitiveness of the type of procurement, it may be advantageous to standardize the General Technical Specifications and incorporate them in a separate subsection. The General Technical Specifications should cover all classes of workmanship, materials, and equipment commonly involved in manufacturing similar goods. Deletions or addenda should then adapt the General Technical Specifications to the particular procurement.

Care must be taken in drafting specifications to ensure that they are not restrictive. In the specification of standards for equipment, materials, and workmanship, recognized Philippine and international standards should be used as much as possible. Where other particular standards are used, whether national standards or other standards, the specifications should state that equipment, materials, and workmanship that meet other authoritative standards, and which ensure at least a substantially equal quality than the standards mentioned, will also be acceptable. The following clause may be inserted in the Special Conditions of Contract or the Technical Specifications.

#### **Sample Clause: Equivalency of Standards and Codes**

Wherever reference is made in the Technical Specifications to specific standards and codes to be met by the goods and materials to be furnished or tested, the provisions of the latest edition or revision of the relevant standards and codes shall apply, unless otherwise expressly stated in the Contract. Where such standards and codes are national or relate to a particular country or region, other authoritative standards that ensure substantial equivalence to the standards and codes specified will be acceptable.

Reference to brand name and catalogue number should be avoided as far as possible; where unavoidable they should always be followed by the words “*or at least equivalent.*” References to brand names cannot be used when the funding source is the GOP.

Where appropriate, drawings, including site plans as required, may be furnished by the Procuring Entity with the Bidding Documents. Similarly, the Supplier may be requested to provide drawings or samples either with its Bid or for prior review by the Procuring Entity during contract execution.

Bidders are also required, as part of the technical specifications, to complete their statement of compliance demonstrating how the items comply with the specification.

## Technical Specifications

Lot no.	Bid no.	PR no.	Description	ABC	Remarks
<u>1</u>	B20233035	2023052801	PROCUREMENT OF 250 UNITS CENTRAL INTERCEPT X ENDPOINT ADVANCED AND 36 UNITS CENTRAL INTERCEPT X ADVANCED SERVER (RE-BID)	688,200.00	<i>[Bidders must state here either "Comply" or "Not Comply" against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of "Comply" or "Not Comply" must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer's un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidder's statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the applicable laws and issuances.]</i>
1	250.00	units	Central Intercept X Endpoint Advanced (CIXA) – 1 year		
2	36.00	units	Central Intercept X Advanced for Server (SVRCIXA) - 1 year		
<u>2</u>	B20233341	2023052759	PROCUREMENT OF CONSTRUCTION MATERIALS FOR THE IMPROVEMENT OF PASSO RECORDS ROOM	922,399.30	
1	55.00	pcs	12mm dia x 6m RSB		
2	156.00	pcs	10mm dia x 6m RSB		
3	12.00	sheets	10mm thk Phenolic Board		
4	25.00	pcs	2x6x10 Coco Lumber		
5	1.00	box	4" cwn		
6	2.00	rolls	#16 Tie Wire		
7	10.00	kls	2 1/2 cwn		
8	5.00	kls	1 1/2 cwn		
9	15.00	pcs	PVC Pail		
10	10.00	pcs	#140 cut-off wheel		
11	150.00	pcs	#4 cutting disc (super thin)		
12	4.00	mtrs	Wire Screen		
13	20.00	pcs	1.5x2x4x6 Tubular, G.I.		
14	97.00	pcs	1.2x2x3 CEE Purlins, G.I.		
15	6.00	rolls	1x1x20mm Welded Wire Screen		
16	6.00	rolls	Double-sided Insulator, 50m x 10mm thk x 1m		
17	19.00	pcs	3/16x1x1 Angular bar		
18	22.00	pcs	1/2 x 1 Flat bar		
19	10.00	sheets	10mm thk 1.2x2.4 hardiflex		
20	16.00	sheets	4mm x 1.2 x 2.4 Plain G.I. Sheet, end flushing, color white		
21	32.00	sheets	4mm x 1105 x 5m Corrugated G.I. (white)		
22	5.00	boxes	2 1/2 Teckscrew		
23	10.00	sheets	4mm x 1.2 x 2.4m Plain G.I. sheet (gutter, white)		
24	12.00	gals	Epoxy Primer (gray)		
25	15.00	gals	Lacquer Thinner		

26	4.00	pcs	baby roller (cotton)	<p><i>[Bidders must state here either "Comply" or "Not Comply" against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of "Comply" or "Not Comply" must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer's un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidder's statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the applicable laws and issuances.]</i></p>
27	5.00	boxes	Special Welding Rod (2.5 dia, 5 kls/box)	
28	10.00	qrts	Vulca Seal	
29	34.00	pcs	4mm x 2 x 3 Metal Stud	
30	4.00	boxes	5/32 x 3/4 Blind Rivets	
31	4.00	packs	20mm Hardie Drive 1000 pcs/pack, self-drilling hardiflex screw	
32	40.00	sheets	4.5 mm thk x 4 x 8 Cement Board	
33	45.00	sheets	3.5mm thk x 4 x8 Cement Board	
34	90.00	pcs	Metal Furring	
35	50.00	pcs	C-Channel	
36	5.00	rolls	W-Clip	
37	38.00	pcs	W-Angle	
38	4.00	boxes	1/8 x 1/2 Blind Rivets	
39	10.00	pcs	1/8 Drill bit (metal)	
40	10.00	pcs	1/8 Drill bit (masonry)	
41	4.00	pcs	Riveter	
42	2.00	sets	Door Roller 120kg w upper track 2 mtrs	
43	14.00	sheets	5mm thk marine Plywood	
44	10.00	pcs	2x6x10 Lauaan	
45	2.00	sets	Night Latch and Rim Lock (heavy duty)	
46	78.00	pcs	4.76mm x 1 1/2 x 1 1/2 x 6m Angle Bar	
47	204.00	pcs	4.76mm x 1 x 1 x 6m Angle bar	
48	8.00	boxes	N-6013, 2.5mm Special Rod (welding rod)	
49	68.00	sheets	10mm thk x 4 x 8 Phenolic Board	
50	4.00	packs	20mm Hardi drive (self-drilling)	
51	12.00	gals	Epoxy Enamel (black)	
52	14.00	gals	Lacquer Thinner	
53	8.00	pcs	Baby roller (cotton)	
54	24.00	gals	Primer Solvent	
55	15.00	gals	Reducer	
56	20.00	gals	Epoxy Primer (gray)	
57	30.00	gals	Semi-gloss white (solvent)	
58	12.00	gals	Acrylic Paint (sunny day)	
59	10.00	bags	Skim Coat	
60	10.00	gals	Cast	
61	20.00	qrtz	Stickwel	



62	4.00	gals	Marine Epoxy A & B (non-sag)	<p><i>[Bidders must state here either "Comply" or "Not Comply" against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of "Comply" or "Not Comply" must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer's un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidder's statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the applicable laws and issuances.]</i></p>
63	1.00	set	Polypropylene (PP) Septik tank (0.94m dia x .975 x 1.740m)	
64	1.00	set	Water Closet w/ lavatory and accessories	
65	4.00	pcs	4" dia PVC pipe, S1000	
66	5.00	pcs	4' dia elbox x 45 deg	
67	6.00	pcs	4" dia TEE	
68	4.00	pcs	4" dia WYE	
69	2.00	pcs	4" dia clean out w/ cover	
70	6.00	pcs	3" dia PVC Pipe, S1000	
71	1.00	pc	2x3 Bushing reducer	
72	2.00	pcs	2" PVC TEE	
73	10.00	pcs	2" x 90 deg Elbow	
74	2.00	pcs	3" dia WYE	
75	2.00	pcs	3" dia P-Trap	
76	1.00	set	0.60 x 2.10 PVC Door w/ louver	
77	1.00	set	Keyless doorknob	
78	2.00	pcs	1/2 Two-way angle valve	
79	1.00	pc	Bidet	
80	10.00	pcs	1/2 PPR Pipe	
81	4.00	pcs	1/2 PPR Female Adaptor	
82	4.00	pcs	1/2 PPR Female Elbow Adaptor	
83	3.00	rolls	3/4" Teflon	
84	8.00	pcs	1/2 PPR Elbow	
85	2.00	pcs	1/2 PPR TEE	
86	3.00	pcs	1/2 P.E. Elbow	
87	1.00	pc	4x4 Floor Drain (stainless)	
88	1.00	pc	1/2 P.E. Coupling	
89	25.00	pcs	20x20 Luca Black/white Tiles	
90	382.00	pcs	40x40 Potti Tillap (superwhite)	
91	15.00	bags	Tile Adhesive	
92	8.00	packs	Tile Grout	
93	4.00	sets	3-way switch	
94	4.00	boxes	2.0mm THHN cu wire	
95	4.00	boxes	3.5mm THHN cu wire	
96	4.00	sets	Automatic Emergency Light 2x1 w high Power SMT LED	
97	3.00	boxes	5.5mm THHN cu wire	

98	1.00	set	2-gang switch	<p>[Bidders must state here either "Comply" or "Not Comply" against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of "Comply" or "Not Comply" must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer's un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidder's statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the applicable laws and issuances.]</p>
99	2.00	sets	1-gangs witch	
100	2.00	sets	1-gang outlet	
101	2.00	sets	6" dia pinlight w/ 13W LED bulb	
102	12.00	sets	T8 LED tube and box type set single-ended DL, 18W	
103	6.00	sets	12x12 Duct type exhaust fan	
104	10.00	rolls	Electrical tape (big)	
105	1.00	set	Aircon Outlet	
106	15.00	pcs	4x4 Junction box	
107	15.00	pcs	2x4 Utility Box	
108	1.00	pc	Panel Board 4-branches, bolt-on	
109	2.00	pcs	20 Amp circuite breaker (bolt-on)	
110	1.00	pc	15 Amp circuite breaker (bolt-on)	
111	1.00	pc	30 Amp circuite breaker (bolt-on)	
112	40.00	pcs	1/2 dia UPVC pipe	
113	2.00	packs	1/2 dia UPVC connector	
114	20.00	pcs	1/2 dia long elbow	
115	4.00	sets	Industrial ceiling fan (56/142 cm)	
<b><u>3</u></b>	B20233342	2023063612	PROCUREMENT OF 3 SETS BRANDED 25.3MP FULL - FRAME MIRRORLESS CAMERA WITH ACCESSORIES KIT	450,000.00
1	3.00	sets	<p>Branded 25.3 MP Full-frame Mirrorless Camera with Accessories Kit</p> <p>Inclusion:</p> <ul style="list-style-type: none"> <li>* 28-70mm Lens compatible with Camera (Genuine)</li> <li>* 128 GB Memory Card</li> <li>* Camera Bag</li> </ul> <p>Specs:</p> <p>Full frame camera with 25.3 megapixels for high-resolution images</p> <ul style="list-style-type: none"> <li>- The camera should be able to shoot SLOG2, SLOG3 color profile for maximum color grading</li> <li>- The camera should be able to shoot 4K footage at 30fps 100Mb/s</li> <li>- E-mount zoom lens with 28-70mm focal length compatible with Sony a7 III</li> </ul>	
<b><u>4</u></b>	B20233343	2023063722	PROCUREMENT OF ELECTRICAL SUPPLIES FOR REPAIR OF ELECTRICAL LINES CONNECTION AND REPLACEMENT OF DEFECTIVE LIGHT BULBS AT MAIN GRANDSTAND	322,790.00
1	8.00	box	5.5mm2 copper wire THHN (heavy duty) Measurement: 150m/ roll	
2	5.00	box	8.0mm2 copper wire THHN (Heavy Duty)	

Measurement: 150m/ roll					<p>[Bidders must state here either "Comply" or "Not Comply" against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of "Comply" or "Not Comply" must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer's un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidder's statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the applicable laws and issuances.]</p>
3	60.00	pcs	UPVC Pipe # 3/4		
4	30.00	pcs	UPVC Long Elbow # 3/4		
5	60.00	pcs	LED Bulb 100W E40 (Heavy Duty)		
6	15.00	pcs	E- Tape 3M Big (Heav duy)		
<b>5</b>	B20233344	2023063766	PROCUREMENT OF CONSTRUCTION MATERIALS FOR THE IMPROVEMENT OF PRC FACILITY	1,052,617.50	
1	10.00	kgs	CWN # 1 1/2		
2	13.00	kgs	CWN #4		
3	3.00	kgs	CWN 2 1/2		
4	6.00	pcs	PVC pail		
5	1.00	pc	Used Drum 200L		
6	2.00	meters	1/8 Wire Screen		
7	1.00	sheet	10mm thk x 4' x 8' Marine Plywood		
8	3.00	sheets	18mm x 4' x 8' Ordinary Water Resistance with Genuine Sticker		
9	8.00	sheets	4' x 8' x 10mm thk Phenolic Board		
10	16.00	lengths	4" x 4" x 4mm thk x 6 m I-beam		
11	1.00	sheet	MS Plate 4'x8' x 4.5mm thk		
12	6.00	lengths	3" dia GI pipe, sched 40		
13	48.00	pcs	Anchor bolts 12mm dia x 0.30m (w/ nut and washer)		
14	10.00	boxes	Nihonweld 6013 Special (5 kg/box)		
15	30.00	pcs	Cut-off blade #14" dia		
16	1.00	pc	Baby roller w/ paint tray		
17	10.00	sheets	#120 Sandpaper		
18	4.00	gals	Epoxy Enamel (black)		
19	4.00	gallons	Lacquer Thinner		
20	2.00	pcs	Welding Rod Holder 500A		
21	4.00	units	0.60 x 2.10m PVC door heavy duty (white)		
22	4.00	sets	Door Knob (keyless)		
23	145.00	lengths	12mm x 6m Square bar		
24	14.00	lengths	1 1/2" dia GI pipe , sched 40		
25	18.00	pcs	1" dia Cylindrical hinges		
26	7.00	lengths	Flatbar (25mm x 3mm)		
27	2.00	lengths	Flatbar (50mm x 5mm)		
28	1.00	length	2" x 1" x 1.2mm x 6m tubular		
29	3.00	lengths	16mm dia x 6m Plain round bar		

30	30.00	pcs	#14 cut-off blade	<p><i>[Bidders must state here either "Comply" or "Not Comply" against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of "Comply" or "Not Comply" must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer's un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidder's statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the applicable laws and issuances.]</i></p>
31	2.00	sets	Baby Roller	
32	10.00	pcs	3/16 x 1" x 1" Angle bar	
33	68.00	pcs	12mm dia x 6m DRB	
34	702.00	pcs	10mm dia x 6m DRB	
35	32.00	kg	#16 GI Tie wire	
36	100.00	pcs	Edger Blade (Steel, super thin)	
37	60.00	pcs	2"x3" x 1.2mm x 6m GI Purlins	
38	3.00	packs	12" cable tie (100 pcs/pck)	
39	23.00	sheets	4mm x 1.2 x 2.4m GI Plain Sheet (white)	
40	10.00	sheets	4mm x 1.1 x 5.5m GI Plain Sheet (white)	
41	9.00	sheets	4mm x 1.1 x 6.1m GI Plain Sheet (white)	
42	3.00	sheets	4mm x 1.1 x 3.2m GI Plain Sheet (white)	
43	3.00	sheets	4mm x 1.1 x 3.0m GI Plain Sheet (white)	
44	5.00	liters	Vulca Seal	
45	8.00	rolls	4' x 25mm welded wire (1" x 1" Eye)	
46	3.00	boxes	#2 Teckscrew	
47	20.00	lengths	2" x 6" 1.5mm thk GI Tubular	
48	13.00	pcs	1.2 x 2 x 6 C-Purlins	
49	4.00	rolls	10mm double sided insulator (50m/roll)	
50	2.00	boxes	Blind Rivets (1/8 x 1/2)	
51	5.00	rolls	Electrical tape (big)	
52	2.00	rolls	1" dia PE Pipe	
53	1.00	pc	1" dia PE Connector	
54	2.00	pcs	1" dia PE elbow	
55	15.00	pcs	1/2" dia long elbow	
56	15.00	pcs	1/2" dia short elbow	
57	1.00	unit	Panel Board 6 CB Capacity (60A)	
58	1.00	box	Copper Wire #8.0 sq mm	
59	2.00	boxes	Copper Wire #3.5 sq mm	
60	2.00	boxes	2.0 sq mm THHN W-wire	
61	3.00	pcs	15A Circuit Breaker (plug-in)	
62	3.00	pcs	30A Circuit breaker (plug in)	
63	4.00	rolls	Moldflex, 1/2	
64	12.00	pcs	Utility Box	
65	12.00	pcs	Junction Box	
66	15.00	pcs	Switch Box	

67	10.00	pcs	2-gang convenience outlet (flush-type)	<p><i>[Bidders must state here either "Comply" or "Not Comply" against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of "Comply" or "Not Comply" must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer's un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidder's statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the applicable laws and issuances.]</i></p>
68	4.00	pcs	3-gang switch	
69	4.00	pcs	Receptacle, 3"	
70	4.00	pcs	7 watts LED bulb	
71	12.00	pcs	T-8 LED tube and box type set	
72	7.00	gals	Epoxy Enamel (black)	
73	22.00	gals	Lacquer Thinner	
74	22.00	gals	Semi-gloss paint Acrylic top coat (light gray on exterior walls)	
75	22.00	gals	Primer Solvent	
76	6.00	gals	Reducer	
77	12.00	gals	Semi-gloss solvent (white)	
78	20.00	bags	Skimcoat (25 kg bag)	
79	3.00	units	#2 Paintbrush	
80	4.00	sets	Baby roller w/ paint tray	
81	12.00	pcs	6" wide roller	
82	35.00	pcs	#120 sandpaper	
83	35.00	pcs	#90 sandpaper	
84	1.00	unit	Plastic Septic Tank (STVW 1221-2 2000L x 5mm)	
85	1.00	unit	Plastic Septic Tank (940 x 375 x 1740)	
86	16.00	pcs	4" dia PVC pipe, S1000	
87	22.00	pcs	2" dia PVC pipe S1000	
88	6.00	pcs	2" dia P-trap	
89	6.00	pcs	4" dia P-trap	
90	30.00	pcs	4" dia PVC Elbow 90 deg	
91	5.00	pcs	2" dia PVC Pipe Elbow, 90 deg	
92	5.00	pcs	4" dia PVC Elbow, 45 deg	
93	4.00	pcs	2" dia PVC pipe elbow, 45 deg	
94	12.00	pcs	4" dia PVC WYE	
95	6.00	pcs	2" dia PVC WYE	
96	5.00	cans	Solvent Cement 200cc	
97	4.00	pcs	Floor drain 6"x6" stainless	
98	4.00	units	Toilet Bowl (pail flush)	
99	4.00	units	Lavatory	
100	10.00	rolls	1/2" teflon tape	
101	1.00	roll	1" dia PE pipe SDR 11	

102	10.00	lengths	1/2" PPE Pipe						
103	15.00	pcs	1" dia PE Coupling						
104	12.00	pcs	1/2" dia PPE coupling						
105	15.00	pcs	1" to 1/2" dia PE reducer						
106	8.00	pcs	1/2" PPE TEE						
107	8.00	pcs	1/2" PE TEE						
108	75.00	pcs	PVC Wall clamp						
109	8.00	pcs	Plastic faucet (ball valve)						
110	90.00	pcs	0.4m x 0.4m Ceramic tiles (unglazed)						
111	250.00	pcs	0.2m x 0.2m Ceramic tiles (glazed)						
112	146.00	pcs	0.4m x 0.4m tiles (DOSSO RL660ZH Morocco gray)						
113	60.00	bags	Tile grout						
114	10.00	pcs	#4 cutting disc (granite)						
<b>6</b>	B20233345	2023063771	PROCUREMENT OF 100 UNITS 3M X 3M TENTS FOR VARIOUS ACTIVITIES					1,450,000.00	
1	100.00	units	3m x 3m tents #1 sched.40						

[Bidders must state here either "Comply" or "Not Comply" against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of "Comply" or "Not Comply" must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer's un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidder's statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the applicable laws and issuances.]

## ***Section VIII. Checklist of Technical and Financial Documents***

### **Notes on the Checklist of Technical and Financial Documents**

The prescribed documents in the checklist are mandatory to be submitted in the Bid, but shall be subject to the following:

- a. GPPB Resolution No. 09-2020 on the efficient procurement measures during a State of Calamity or other similar issuances that shall allow the use of alternate documents in lieu of the mandated requirements; or
- b. Any subsequent GPPB issuances adjusting the documentary requirements after the effectivity of the adoption of the PBDs.

The BAC shall be checking the submitted documents of each Bidder against this checklist to ascertain if they are all present, using a non-discretionary “pass/fail” criterion pursuant to Section 30 of the 2016 revised IRR of RA No. 9184.

# Checklist of Technical and Financial Documents

## I. TECHNICAL COMPONENT ENVELOPE

### *Class “A” Documents*

#### Legal Documents

- (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages) with valid and updated Annex A pursuant to GPPB Resolution No. 15-2021, with amended Section 8.5.2. wherein, *All bidders shall upload and maintain in PhilGEPS a current and updated file of the following Class “A” eligibility documents under Sections 23.1(a) and 24.1(a).*

*In lieu of the Class “A” eligibility documents mentioned under Section 8.5.2 of this IRR, the Bidder shall only submit a valid and updated PhilGEPS Certificate of Registration and Membership in accordance with Section 8.5.2 of this IRR for purposes of determining eligibility;*

#### Technical Documents

- (b) Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid; **and**
- (c) Statement of the bidder’s Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Sections 23.4.1.3 and 23.4.2.4 of the 2016 revised IRR of RA No. 9184, within the relevant period as provided in the Bidding Documents; **and**
- (d) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission; **or** Original copy of Notarized Bid Securing Declaration; **and**
- (e) Conformity with the Technical Specifications, which may include production/delivery schedule, manpower requirements, and/or after-sales/parts, if applicable; **and**
- (f) Original duly signed Omnibus Sworn Statement (OSS); **and** if applicable, Original Notarized Secretary’s Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.
- (g) Registration/Bidders fee of P 500.00 (enclose official receipt only) (**Note: Must be renewed annually**)

#### Financial Documents

- h) The prospective bidder’s computation of Net Financial Contracting Capacity (NFCC); **or**  
A committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation, it must be at least equal to ten percent (10%) of the ABC to be bid. Provided, that if the same is issued by a foreign Universal or Commercial Bank, it shall be confirmed or authenticated by a Local Universal or Commercial Bank.

### *Class “B” Documents*

- i) If applicable, a duly signed joint venture agreement (JVA) in case the joint venture is already in existence;



**or**

duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.

## **II. FINANCIAL COMPONENT ENVELOPE**

- j) Original of duly signed and accomplished Financial Bid Form enclosed in bid document; **and**
- k) Bid form PASIMS generated (This shall be given upon receipt of the Bidding Document after payment of the non-refundable fee)

Note:

1. Fill-up the Bid form PASIMS generated provided, (Handwritten or Typewritten).
2. Only the original bid form shall be accepted.
3. Photocopy of the Bid form shall be accepted, provided that it shall be in the original size of the bid form (8.5x13) paper size.

- l) Original of duly signed and accomplished Price Schedule(s).

## *Section IX. Sample Forms*

1. Statement of all Ongoing Government & Private Contracts Including Awarded Contract
2. Statement of the Bidder's Single Largest Completed Contract (SLCC)
3. Net Financial Contracting Capacity (NFCC)
4. Form of Bid Security (Bank Guarantee)
5. Bid Security Declaration
6. Omnibus Sworn Statement
7. Bid Form

**Statement of all Ongoing Government & Private Contracts Including Awarded Contracts but not yet started**

**Business Name** : \_\_\_\_\_

**Business Address** : \_\_\_\_\_

Name of Outstanding Contract with other contracting party/ Project Cost	a. Owner's Name b. Address c. Telephone Nos.	Kinds of Goods/ Nature of Work	Bidder's Role		a. Date Awarded b. Date Started c. Date of Completion	% of Accomplishment		Value of Outstanding Works/ Undelivered Portion
			Description	%		Planned	Actual	
						<b>Total Cost</b>		

Note: This statement shall be supported with:

1. Notice of Award and/or contract
2. Notice to proceed issued by the owner
3. Certificate of Accomplishments signed by the owner or authorized representative

**Submitted by** : \_\_\_\_\_

**(Printed Name & Signature)**

**Designation** : \_\_\_\_\_

**Date** : \_\_\_\_\_

### Statement of Single Largest Completed Contract (SLCC) Similar to the Contract to be Bid

**Business Name** : \_\_\_\_\_  
**Business Address** : \_\_\_\_\_

Name of Contract/ Project Cost	a. Owner's Name b. Address c. Telephone Nos.	Definition or description of the similar project or major categories of work	Bidder's Role		a. Amount at Award b. Amount at Completion c. Duration	a. Date Awarded b. Contract Effectivity c. Date Completed
			Description	%		
<b>Total Cost</b>						

Note: This statement shall be supported with:

1. Contract
2. Certificate of completion
3. Certificate of Acceptance

**Submitted by** : \_\_\_\_\_  
(Printed Name & Signature)  
**Designation** : \_\_\_\_\_  
**Date** : \_\_\_\_\_

## NET FINANCIAL CONTRACTING CAPACITY (NFCC)

The computation for the Net Financial Contracting Capacity (NFCC) should be included in the eligibility documents following the formula and format calculated as follows:

$NFCC = [(Current\ assets\ minus\ current\ liabilities) (15)]$  minus the value of all outstanding or uncompleted portions of the projects under ongoing contracts, including awarded contracts yet to be started, coinciding with the contract to be bid.

**Note: K factor is fixed at 15**

The values of the bidder's current assets and current liabilities shall be based on the latest Audited Financial Statements submitted to the BIR.

\*Current assets and current liabilities should be picked up from the corresponding entry in the audited financial statement for the year 2021.

\*The NFCC should at least be equal to the Approved Budget for the Contract (ABC) to be bid.

Example:

Current Assets -	P 5.2M
Current Liabilities -	P 4.1M

Value of all outstanding or uncompleted portions of the projects under ongoing contracts, including awarded contracts yet to be started, coinciding with the contract to be bid—

P 1.1M

$$NFCC = (5.2M - 4.1M) * 15 - 1.1M$$

$$NFCC = 15.4M$$

## **Bid Securing Declaration Form**

*[shall be submitted with the Bid if bidder opts to provide this form of bid security]*

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REPUBLIC OF THE PHILIPPINES)  
CITY OF \_\_\_\_\_) S.S.

### **BID SECURING DECLARATION** **Project Identification No.: *[Insert number]***

To: *[Insert name and address of the Procuring Entity]*

I/We, the undersigned, declare that:

1. I/We understand that, according to your conditions, bids must be supported by a Bid Security, which may be in the form of a Bid Securing Declaration.
2. I/We accept that: (a) I/we will be automatically disqualified from bidding for any procurement contract with any procuring entity for a period of two (2) years upon receipt of your Blacklisting Order; and, (b) I/we will pay the applicable fine provided under Section 6 of the Guidelines on the Use of Bid Securing Declaration, within fifteen (15) days from receipt of the written demand by the procuring entity for the commission of acts resulting to the enforcement of the bid securing declaration under Sections 23.1(b), 34.2, 40.1 and 69.1, except 69.1(f), of the IRR of RA No. 9184; without prejudice to other legal action the government may undertake.
3. I/We understand that this Bid Securing Declaration shall cease to be valid on the following circumstances:
  - a. Upon expiration of the bid validity period, or any extension thereof pursuant to your request;
  - b. I am/we are declared ineligible or post-disqualified upon receipt of your notice to such effect, and (i) I/we failed to timely file a request for reconsideration or (ii) I/we filed a waiver to avail of said right; and
  - c. I am/we are declared the bidder with the Lowest Calculated Responsive Bid, and I/we have furnished the performance security and signed the Contract.

IN WITNESS WHEREOF, I/We have hereunto set my/our hand/s this \_\_\_\_ day of *[month]* *[year]* at *[place of execution]*.

*[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]*  
*[Insert signatory's legal capacity]*  
Affiant

***[Jurat]***

*[Format shall be based on the latest Rules on Notarial Practice]*

## Contract Agreement Form for the Procurement of Goods (Revised)

*[Not required to be submitted with the Bid, but it shall be submitted within ten (10) days after receiving the Notice of Award]*

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### CONTRACT AGREEMENT

THIS AGREEMENT made the \_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_ between [name of PROCURING ENTITY] of the Philippines (hereinafter called “the Entity”) of the one part and [name of Supplier] of [city and country of Supplier] (hereinafter called “the Supplier”) of the other part;

WHEREAS, the Entity invited Bids for certain goods and ancillary services, particularly [brief description of goods and services] and has accepted a Bid by the Supplier for the supply of those goods and services in the sum of *[contract price in words and figures in specified currency]* (hereinafter called “the Contract Price”).

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.

2. The following documents as required by the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184 shall be deemed to form and be read and construed as integral part of this Agreement, *viz.*:

- i. Philippine Bidding Documents (PBDs);
  - i. Schedule of Requirements;
  - ii. Technical Specifications;
  - iii. General and Special Conditions of Contract; and
  - iv. Supplemental or Bid Bulletins, if any
- ii. Winning bidder’s bid, including the Eligibility requirements, Technical and Financial Proposals, and all other documents or statements submitted;

Bid form, including all the documents/statements contained in the Bidder’s bidding envelopes, as annexes, and all other documents submitted (*e.g.*, Bidder’s response to request for clarifications on the bid), including corrections to the bid, if any, resulting from the Procuring Entity’s bid evaluation;

iii. Performance Security;

iv. Notice of Award of Contract; and the Bidder’s conforme thereto; and

v. Other contract documents that may be required by existing laws and/or the Procuring Entity concerned in the PBDs. Winning bidder agrees that additional contract documents or information prescribed by the GPPB that are subsequently required for submission after the contract execution, such as the Notice to Proceed, Variation Orders, and Warranty Security, shall likewise form part of the Contract.

3. In consideration for the sum of *[total contract price in words and figures]* or such other sums as may be ascertained, *[Named of the bidder]* agrees to *[state the object of the contract]* in accordance with his/her/its Bid.

4. The *[Name of the procuring entity]* agrees to pay the above-mentioned sum in accordance with the terms of the Bidding.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the laws of the Republic of the Philippines on the day and year first above written.

*[Insert Name and Signature]*  
[Insert Signatory’s Legal Capacity]  
for:  
*[Insert Procuring Entity]*

*[Insert Name and Signature]*  
[Insert Signatory’s Legal Capacity]  
for:  
*[Insert Name of Supplier]*

### Acknowledgment

[Format shall be based on the latest Rules on Notarial Practice]

## Omnibus Sworn Statement (Revised)

*[shall be submitted with the Bid]*

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REPUBLIC OF THE PHILIPPINES )  
CITY/MUNICIPALITY OF \_\_\_\_\_ ) S.S.

### AFFIDAVIT

I, [Name of Affiant], of legal age, [Civil Status], [Nationality], and residing at [Address of Affiant], with email address at **[email address]** and official contact number at **[contact number]**, at after having been duly sworn in accordance with law, do hereby depose and state that:

1. *[Select one, delete the other:]*

*[If a sole proprietorship:]* I am the sole proprietor or authorized representative of [Name of Bidder] with office address at [address of Bidder];

*[If a partnership, corporation, cooperative, or joint venture:]* I am the duly authorized and designated representative of [Name of Bidder] with office address at [address of Bidder];

2. *[Select one, delete the other:]*

*[If a sole proprietorship:]* As the owner and sole proprietor, or authorized representative of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached duly notarized Special Power of Attorney;

*[If a partnership, corporation, cooperative, or joint venture:]* I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];

3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, **by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;**

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. *[Select one, delete the rest:]*

*[If a sole proprietorship:]* The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

*[If a partnership or cooperative:]* None of the officers and members of [Name of Bidder] is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;



*[If a corporation or joint venture:]* None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. *[Name of Bidder]* complies with existing labor laws and standards; and
8. *[Name of Bidder]* is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
  - a. Carefully examining all of the Bidding Documents;
  - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
  - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
  - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.
9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.
10. **In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.**

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_ day of \_\_\_, 20\_\_ at \_\_\_\_\_, Philippines.

*[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]*

*[Insert signatory's legal capacity]*  
Affiant

**[Jurat]**

*[Format shall be based on the latest Rules on Notarial Practice]*

**Price Schedule for Goods Offered from Within the Philippines**  
*[shall be submitted with the Bid if bidder is offering goods from within the Philippines]*

**For Goods Offered from Within the Philippines**

Name of Bidder \_\_\_\_\_ Bid No. \_\_\_\_\_ Page \_\_\_ of \_\_\_

1	2	3	4	5	6	7	8	9	10
Item	Description	Country of origin	Quantity	Unit price EXW per item	Transportation and all other costs incidental to delivery, per item	Sales and other taxes payable if Contract are awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (col 5+6+7+8)	Total Price delivered Final Destination (col 9) x (col 4)

Name: \_\_\_\_\_

Legal Capacity: \_\_\_\_\_

Signature: \_\_\_\_\_

Duly authorized to sign the Bid for and behalf of: \_\_\_\_\_

## Bid Form for the Procurement of Goods

*[shall be submitted with the Bid]*

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### BID FORM

Date: \_\_\_\_\_  
Bid No.: \_\_\_\_\_

To: *[name and address of Procuring Entity]*

Having examined the Philippine Bidding Documents (PBDs) including the Supplemental or Bid Bulletin Numbers *[insert numbers]*, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to *[supply/deliver/perform]* *[description of the Goods]* in conformity with the said PBDs for the sum of *[total Bid amount in words and figures]* or the total calculated bid price, as evaluated and corrected for computational errors, and other bid modifications in accordance with the Price Schedules attached herewith and made part of this Bid. The total bid price includes the cost of all taxes, such as, but not limited to: *[specify the applicable taxes, e.g. (i) value added tax (VAT), (ii) income tax, (iii) local taxes, and (iv) other fiscal levies and duties]*, which are itemized herein or in the Price Schedules,

If our Bid is accepted, we undertake:

- a. to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements of the Philippine Bidding Documents (PBDs);
- b. to provide a performance security in the form, amounts, and within the times prescribed in the PBDs;
- c. to abide by the Bid Validity Period specified in the PBDs and it shall remain binding upon us at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your Notice of Award, shall be binding upon us.

We understand that you are not bound to accept the Lowest Calculated Bid or any Bid you may receive.

We certify/confirm that we comply with the eligibility requirements pursuant to the PBDs.

The undersigned is authorized to submit the bid on behalf of *[name of the bidder]* as evidenced by the attached *[state the written authority]*.

We acknowledge that failure to sign each and every page of this Bid Form, including the attached Schedule of Prices, shall be a ground for the rejection of our bid.

Name: \_\_\_\_\_

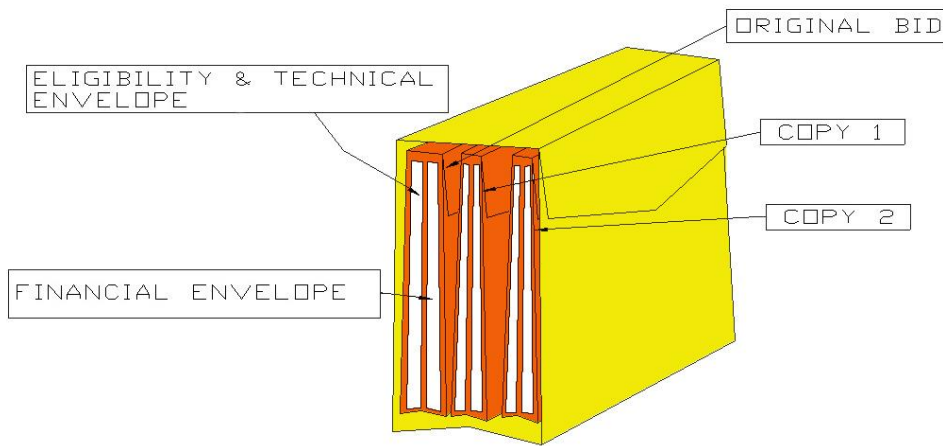
Legal capacity: \_\_\_\_\_

Signature: \_\_\_\_\_

Duly authorized to sign the Bid for and behalf of: \_\_\_\_\_

Date: \_\_\_\_\_

**Section X. SEALING AND MARKING OF BIDS**



**I. Single Stage Bidding Process**

Envelope 1. Original Bid

- a. Original Eligibility Documents and Technical Proposal
- b. Original Financial Proposal

Envelope 2. Copy #1

- a. Copy #1 Eligibility Documents and Technical Proposal
- b. Copy #1 Financial Proposal

Envelope 3. Copy #2

- a. Copy #2 Eligibility Documents and Technical Proposal
- b. Copy #2 Financial Proposal

**II. Each Envelope shall:**

- 1. Contain the name of the contract to be bid in capital letters
- 2. Bear the name and address of the prospective bidder in capital letters
- 3. Bear addressed to the PROCURING ENTITY's BAC
- 4. Bear the specific identification of this project indicated in the ITB
- 5. Bear a warning "DO NOT OPEN BEFORE "the date and time for the Opening of Bids indicated in the ITB.

Each envelope must be sealed.

<p><b>The Chairman</b>  <b>Bids &amp; Awards Committee</b>                  2F/PGSO Building, Government Center, Mankilam, Tagum City                  Davao del Norte</p>	<div style="border: 1px solid black; padding: 5px; display: inline-block;">ORIGINAL ENVELOPE</div>
<p><b>Bid No. / PROCUREMENT OF _____</b></p>	
<p>Contractor:    <u>(NAME OF CONTRACTOR)</u>                                    (ADDRESS)</p>	
<p><b>"DO NOT OPEN BEFORE _____ AT 09:00 AM"</b></p>	
<p><b>Sample Tabbing</b></p>	

**(ORIGINAL/COPY 1/COPY 2)**  
**Eligibility Documents and Technical Proposal**

Bid No:  
Item Description/Project:  
Establishment:  
Address:  
Contact Details:

**PhilGEPS Certificate**

**Ongoing Contracts**

**SLCC**

**NFCC**

**Bid Security**

**Omnibus Sworn Statement**

**Technical Specs**

**Registration**

**JVA**

**(ORIGINAL/COPY 1/COPY 2)**  
**Financial Proposal**

Bid No:  
Item Description/Project:  
Establishment:  
Address:  
Contact Details:

**Bid Form**

**Bid Form PASIMS Generated**

**Price Schedule**

