



**BIDS AND AWARDS COMMITTEE I**

**SUPPLEMENTAL BID BULLETIN NO. 1**

**SUPPLY, DELIVERY AND INSTALLATION OF SYSTEMS FURNITURE AND  
CUSTOMIZED FURNITURE FOR THE MARITIME INDUSTRY AUTHORITY (MARINA)  
CENTRAL OFFICE BUILDING**

**Bid Reference No. GPG-B1-2018-342**

**Approved Budget for the Contract: P72,417,466.41**

This **Supplemental/Bid Bulletin No. 1** is being issued to amend provisions in the Bidding Documents and in response to the concerns of the prospective bidders.

**A. ANNOUNCEMENTS**

**1. On the Revised Terms of Reference**

Due to the voluminous size of the files of the Revised Terms of Reference including Annexes and Floor Layouts, bidders may download the Revised Terms of Reference including Annexes and Floor Layouts from the **PITC website ([www.pitc.gov.ph](http://www.pitc.gov.ph)) as stated below.**

Download link: <https://drive.google.com/open?id=1J6w52GTvaRT6h3-LfnEzZtxJASu-weso>

For those who have acquired the Bidding Documents, the CD's included in the Bidding Documents (containing MARINA's Terms of Reference including Annexes and Floor Layouts) have been **superseded** by the Revised Terms of Reference including Annexes and Floor Layouts.

**2. On the Certificate of Site Inspection**

Bidders may contact and request for schedule for the Site Inspection during office hours from Monday to Friday with the following MARINA personnel:

- a. Mr. Arnaldo P. Vallesfino  
Cell No. 0920 898 7393
- b. Mr. Adrian G. Ramos  
Cell No. 0928 500 5606

**B. AMENDMENT TO THE BIDDING DOCUMENTS:**

From			To		
<b>Section I Invitation to Bid</b>					
XXX...			XXX...		
<b>Description</b>	<b>Qty.</b>	<b>Total ABC (P) (VAT Inclusive)</b>	<b>Description</b>	<b>Qty.</b>	<b>Total ABC (P) (VAT Inclusive)</b>
Systems Furniture and Customized Furniture	1 lot	72,417,466. <u>12</u>	Systems Furniture and Customized Furniture	1 lot	72,417,466. <b>41</b>
XXX....			XXX....		



<b>Section III Bidding Forms</b>	
<b>12.1 (b) Technical Documents</b>	
<p>xxx...</p> <p>(ii) Duly signed, conformed and completed Technical Bid per <u>Annex V-A</u></p> <p>(iii) Notarized Affidavit of Undertaking for the Project's Terms of Reference per <u>Annex V-B</u>.</p> <p>(iv) Product brochure and/or Technical Data Sheets for the brand and model number of the following items showing compliance to the technical specifications:</p> <ul style="list-style-type: none"> <li>a. <u>Workstations</u></li> <li>b. <u>Chairs</u></li> <li>c. <u>Rollerblinds</u></li> </ul> <p>xxx...</p>	<p>xxx...</p> <p>(iii) Duly signed, conformed and completed Technical Bid <b>Form</b> per <b>Revised Annex V-A</b></p> <p>(iv) Notarized Affidavit of Undertaking for the Project's <b>Revised</b> Terms of Reference per <b>Revised Annex V-B</b>.</p> <p>(v) Product brochure and/or Technical Data Sheets for the brand and model number of the following items showing compliance to the technical specifications:</p> <ul style="list-style-type: none"> <li>a. <b>Modular Workstations</b></li> <li>b. <b>Executive chairs</b></li> <li>c. <b>Division Chief's Chair</b></li> <li>d. <b>Staff's Chair</b></li> <li>e. <b>Visitor's Chair</b></li> <li>f. <b>Pantry Chair</b></li> <li>g. <b>Stackable Chair</b></li> <li>h. <b>Gang Chair</b></li> <li>i. <b>Roller Blinds</b></li> </ul> <p>xxx...</p>
<b>13.1 Documents Comprising the Bid: Financial Component</b>	
<p>Completed and signed Financial Bid Forms. Bidder must use, accomplish and submit Financial Bid Form (<u>Annex IX</u>).</p> <p>The ABC is inclusive of VAT. Any proposal with a financial component exceeding the ABC shall not be accepted.</p>	<p>Completed and signed Financial Bid Forms. Bidder must use, accomplish and submit Financial Bid Form (<b>Revised Annex IX</b>) and <b>Detailed Financial Bid Form (Revised Annex IX-A1)</b>.</p> <p>The ABC is inclusive of VAT. Any proposal with a financial component exceeding the ABC shall not be accepted.</p>



### 13.2 (a) Documents Comprising the Bid: Financial Component

The ABC for the project is as follows:

Description	Total ABC (P) (VAT Inclusive)
Supply, Delivery and Installation of Systems Furniture and Customized Furniture for the Maritime Industry Authority (MARINA) Central Office Building	72,417,466.12

Any bid exceeding the ABC shall not be accepted.

The ABC for the project is as follows:

Description	Total ABC (P) (VAT Inclusive)
Supply, Delivery and Installation of Systems Furniture and Customized Furniture for the Maritime Industry Authority (MARINA) Central Office Building	72,417,466.41

Any bid exceeding the ABC shall not be accepted.

### 18.1 Bid Security

Bid security must be issued in favor of the PHILIPPINE INTERNATIONAL TRADING CORPORATION (PITC) in any of the following forms:

- 1) Bid Securing Declaration per **Annex IV**;
- 2) Cash or Cashier's/ Manager's Check\* equivalent to at least 2% of the ABC;
- 3) Bank Guarantee/ Bank draft or Irrevocable LC\* equivalent to at least 2% of the ABC; **OR**
- 4) Surety bond\*\* callable upon demand equivalent to at least 5% of the ABC.

Description	Total ABC (P) (VAT Inclusive)	Bid Security	
		2% of ABC	5% of ABC
Supply, Delivery and Installation of Systems Furniture and Customized Furniture for the Maritime Industry Authority (MARINA) Central Office Building	72,417,466.12	1,448,349.32	3,620,873.31

\* Only those issued and confirmed by a Local Universal or Local Commercial Bank

\*\* Must be callable upon demand issued by a Surety or Insurance Company duly certified by the Insurance Commission as authorized to issue such bond.

Bid security must be issued in favor of the PHILIPPINE INTERNATIONAL TRADING CORPORATION (PITC) in any of the following forms:

- 1) Bid Securing Declaration per **Annex IV**;
- 2) Cash or Cashier's/ Manager's Check\* equivalent to at least 2% of the ABC;
- 3) Bank Guarantee/ Bank draft or Irrevocable LC\* equivalent to at least 2% of the ABC; **OR**
- 4) Surety bond\*\* callable upon demand equivalent to at least 5% of the ABC.

Description	Total ABC (P) (VAT Inclusive)	Bid Security	
		2% of ABC	5% of ABC
Supply, Delivery and Installation of Systems Furniture and Customized Furniture for the Maritime Industry Authority (MARINA) Central Office Building	72,417,466.41	1,448,349.32	3,620,873.31

\* Only those issued and confirmed by a Local Universal or Local Commercial Bank

\*\* Must be callable upon demand issued by a Surety or Insurance Company duly certified by the Insurance Commission as authorized to issue such bond.



<b>Section III Bidding Forms</b>	
<u>Annex V-A</u> – Technical Bid Form	<b>Revised Annex V-A</b> – Technical Bid Form
<u>Annex V-B</u> - Notarized Affidavit of Undertaking for the Project’s Terms of Reference.	<b>Revised Annex V-B</b> - Notarized Affidavit of Undertaking for the Project’s <b>Revised</b> Terms of Reference.
<u>Annex IX</u> – Financial Bid Form	<b>Revised Annex IX</b> – Financial Bid Form
<u>Annex IX-A1</u> – Detailed Financial Bid Form	<b>Revised Annex IX-A1</b> – Detailed Financial Bid Form

Please use the attached **Revised Annex V-A, Revised Annex V-B, Revised Annex IX** and **Revised Annex IX-A1** together with all other required documents for the Bid Opening on 03 December 2018, Monday, 1:00 PM. Please use the **Revised Checklist of Requirements** as reference.

This Supplemental Bid Bulletin No. 1 shall form part of the Bidding Documents. Any provisions in the Bidding Documents inconsistent herewith is hereby amended, modified and superseded accordingly.

For the guidance and information of all concerned.

Issued this 20<sup>th</sup> day of November 2018 in Makati City.

**Reviewed and approved by:**

**(Sgd.) ATTY. MA. VICTORIA C. MAGCASE**  
Chair, Bids and Awards Committee I (BAC I)

**(Sgd.) ATTY. MARIA GUDELIA C. GUESE**  
Vice Chair

**(Sgd.) CHRISTABELLE P. EBRIEGA**  
Member

**(Sgd.) DAVID A. INOCENCIO**  
Member

**(Sgd.) MYRA CHITELLA T. ALVAREZ**  
Member

**Concurred by:**

**DIR. SONIA B. MALALUAN**  
BAC I Provisional Member  
Maritime Industry Authority (MARINA)

**(Sgd.) EFREN JUAN B. BORCI, JR.**  
BAC I Provisional Member  
Maritime Industry Authority (MARINA)

Received by	_____
Bidder’s Name	_____
Date received	_____
<b>(PLEASE RETURN OR FAX THIS PORTION ONLY TO THE PITC BAC 1)</b>	



**PLEASE USE THIS BID FORM. DO NOT RETYPE OR ALTER**

**Revised Annex V-A (Page 1 of 4)**

**PHILIPPINE INTERNATIONAL TRADING CORPORATION**

**SUPPLY, DELIVERY AND INSTALLATION OF SYSTEMS FURNITURE AND CUSTOMIZED FURNITURE FOR THE MARITIME INDUSTRY AUTHORITY (MARINA) CENTRAL OFFICE**

**Bid Reference No. GPG-B1-2018-342**

**TECHNICAL BID FORM**

PHILIPPINEINTERNATIONALTRADINGCORPORATIONPHILIPPINEINTERNATIONALTRADINGCORPORATIONPHILIPPINEINTERNATIONALTRADINGCORPORATIONPHILIPPINE

**INSTRUCTION TO THE SUPPLIER:** Indicate **"COMPLY"** (per line number) under Supplier's Statement of Compliance if bidder can meet the technical specifications and project requirements. DO NOT LEAVE ANY BLANK. A "YES OR NO" ENTRY WILL NOT BE ACCEPTED. FAILURE TO CONFORM WILL RESULT IN A RATING OF **"FAILED"**.

Line No:	Project Requirements	Bidder's Statement of Compliance
1)	Supply, Delivery and Installation of Systems Furniture and Customized Furniture for the Maritime Industry Authority (MARINA) Central Office Building per MARINA Revised Terms of Reference.	

Description	Brand and Model Number being Offered:
Modular Workstations	
Executive chairs	
Division Chief's Chair	
Staff's Chair	
Visitor's Chair	
Pantry Chair	
Stackable Chair	
Gang Chair	
Roller Blinds	

**BIDDER'S UNDERTAKING**

I/We, the undersigned bidder, having examined the Bidding Documents including Bid Bulletins, as applicable, hereby BID to (supply/deliver/perform) the above described items.

I/We undertake, if our bid is accepted, to deliver the items in accordance with the terms and conditions contained in the bid documents, including the posting of the required performance security within ten (10) calendar days from receipt of the Notice of Award.

Until a formal contract/order confirmation is prepared and signed, this Bid is binding on us.

\_\_\_\_\_  
**Name of Company (in print)**

\_\_\_\_\_  
**Signature of Company Authorized Representative**

\_\_\_\_\_  
**Name & Designation (in print)**

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





**PLEASE USE THIS BID FORM. DO NOT RETYPE OR ALTER**

**Revised Annex V-A (page 3 of 4)**

**PHILIPPINE INTERNATIONAL TRADING CORPORATION**

**SUPPLY, DELIVERY AND INSTALLATION OF SYSTEMS FURNITURE AND CUSTOMIZED FURNITURE FOR THE MARITIME INDUSTRY AUTHORITY (MARINA) CENTRAL OFFICE**

**Bid Reference No. GPG-B1-2018-342**

**TECHNICAL BID FORM**

PHILIPPINEINTERNATIONALTRADINGCORPORATIONPHILIPPINEINTERNATIONALTRADINGCORPORATIONPHILIPPINEINTERNATIONALTRADINGCORPORATIONPHILIPPINEINTERNATIONALTRADINGCO

**INSTRUCTION TO THE BIDDER: Indicate "COMPLY" (per line no.) under Bidder's Statement of Compliance if bidder can meet the technical specifications and project requirements. DO NOT LEAVE ANY BLANK. A "YES OR NO" ENTRY WILL NOT BE ACCEPTED. FAILURE TO CONFORM WILL RESULT IN A RATING OF "FAILED".**

Line No.	<b>REQUIREMENTS IF AWARDED THE CONTRACT</b>		<b>Bidder's Statement of Compliance</b>
5)	Completion Period	Within ninety (90) calendar days from receipt of Notice to Proceed	
	Delivery Site	MARINA Central Office Building, Bonifacio Drive corner 20 <sup>th</sup> Street, Port Area, Manila	
6)	Replacement of Defective Items	a) The Supplier shall replace any newly delivered unit found to be defective. b) Replacement shall be made within fifteen (15) calendar days after receipt of Notice from MARINA/PITC. c) All expenses shall be for the account of the Supplier. d) For defective units and all defective integral parts of the equipment, supplier shall only be allowed up to two (2) replacements. After which, project shall be cancelled and performance security shall be forfeited.	

**BIDDER'S UNDERTAKING**

I/We, the undersigned bidder, having examined the Bidding Documents including Bid Bulletins, as applicable, hereby BID to (supply/deliver/perform) the above described items.

I/We undertake, if our bid is accepted, to deliver the items in accordance with the terms and conditions contained in the bid documents, including the posting of the required performance security within ten (10) calendar days from receipt of the Notice of Award.

Until a formal contract/order confirmation is prepared and signed, this Bid is binding on us.

\_\_\_\_\_  
**Name of Company (in print)**

\_\_\_\_\_  
**Signature of Company Authorized Representative**

\_\_\_\_\_  
**Name & Designation (in print)**

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







**REVISED TERMS OF REFERENCE**

**TERMS OF REFERENCE**

**Supply, Delivery and Installation of Systems Furniture and Customized Furniture of the MARINA Central Office Building**

**I. Background**

The Maritime Industry Authority (MARINA) was created on 01 June 1974 as an attached Agency to the Office of the President (OP) with the issuance of Presidential Decree No. 474, otherwise known as the Maritime Industry Decree of 1974, to integrate the development, promotion and regulation of the maritime industry in the country.

The project procurement shall cover the Supply, Delivery and Installation of Systems Furniture and Customized Furniture of the MARINA Central Office Building located at Bonifacio Drive corner 20th Street, Port Area, Manila.

**II. Deliverables**

Item	Description	Quantity	References
<b>TABLES/WORKSTATION</b>			
1	Executive Table with Side Table	16	A
2	6-Pax Conference Table (for Executives)	4	B
3	Center Table (for Executives)	15	C
4	Side Table (for Executives)	32	D
5	Circular Table (for Executives)	14	E
6	Junior Executive Table	3	F
7	6-Pax Conference Table	3	G
8	8-Pax Conference Table	2	H
9	10-Pax Conference Table	1	I
10	12-Pax Conference Table	1	J
11	16-Pax Conference Table	1	K
12	Pantry Ledge 1	2	L
13	Pantry Ledge 2	1	L
14	Pantry Table 1	31	M
15	Pantry Table 2	16	M
16	Pantry Table Ledge 1	1	N
17	Pantry Table Ledge 2	32	O
18	Center Table	2	P
19	Side Table	9	Q
20	Circular Table	4	R
21	Hearing Officer's Table	1	S
22	Secretary's Table	13	T
23	Divisions Chief's Table	35	U
24	Secretary's Workstation w/ Side Return	3	V
25	Free Standing Table 600 1200	8	W
26	Workstation with Partition	127	X
27	Workstation without Partition	22	Y
28	Workstation 1	19	Z
29	Workstation 2	48	AA
30	Secretary's Workstation without Side	13	AB

**Note: For Reference Only. Complete set of the Revised Terms of Reference Including Annexes and Floor Layouts may be downloaded from the PITC Website.**



## REVISED TERMS OF REFERENCE

	Return		
31	Examination Table	109	AC
32	Proctor's Table	1	AD
33	Staff's Workstation	391	AE
34	Free Standing Table 600 1500	2	AF
35	Desking Workstation	5	AG
36	Free Standing Table 600 1600	1	AH
37	Free Standing Table 750 1400	1	AI
38	Foldable Table	56	AJ
39	Drafting Table	6	AK
<b>CHAIRS/SOFA/BENCH</b>			
40	Executive Chairs	63	AL
41	Division Chief's Chair	49	AM
42	Staff's Chair	892	AN
43	Cashier and Releasing Staff's Chair	19	AO
44	Visitor's Chair	77	AP
45	Pantry Bar Stool	7	AQ
46	Pantry Chair	192	AR
47	Stackable Chair	112	AS
48	Gang Chair	92	AT
49	Foldable- Arm Chair	6	AU
50	Banquet Seating	24	AV
51	3-seater Sofa	10	AW
52	L-Shaped Sofa	16	AX
53	Single-Seater Sofa	1	AY
54	Ottoman	24	AZ
55	Wood Bench 1	2	BA
56	Wood Bench 2	1	BA
57	Wood Bench 3	1	BA
58	Wood Bench 4	2	BA
<b>CABINETS</b>			
59	Full Height Cabinet for Executives 1	7	BB
60	Full Height Cabinet for Executives 2	11	BB
61	Full Height Cabinet for Executives 3	5	BB
62	Full Height Cabinet for Executives 4	2	BB
63	Full Height Cabinet for Executives 5	2	BB
64	Back Cabinet 1	2	BC
65	Back Cabinet 2	1	BC
66	Back Cabinet 3	1	BC
67	Back Cabinet 4	1	BC
68	Back Cabinet 5	4	BC
69	Back Cabinet 6	1	BC
70	Back Cabinet 7	1	BC
71	Back Cabinet 8	1	BC
72	Back Cabinet 9	1	BC
73	Back Cabinet 10	1	BC

**Note: For Reference Only. Complete set of the Revised Terms of Reference Including Annexes and Floor Layouts may be downloaded from the PITC Website.**



**REVISED TERMS OF REFERENCE**

74	Back Cabinet 11	6	BC
75	Full Height Cabinet 1	1	BD
76	Full Height Cabinet 2	1	BD
77	Full Height Cabinet 3	1	BD
<b>CUSTOMIZED/ SYSTEM FURNITURES &amp; CIVIL / ARCHITECTURAL SYSTEM PRODUCTS</b>			
78	Bunk Bed	6	BE
79	Division for Hearing Room	1	BF
80	Witness Stand	1	BG
81	Book Stand	1	BH
82	Mobile Pedestal	676	BI
83	10-Door Locker	2	BJ
84	15-Door Locker	47	BJ
85	Concierge : Reception counter1	1	BK
86	Concierge : Reception counter2	1	BK
87	Operable Wall	49sqm	BL
88	Roller Blinds	20,578 sqft	BM
89	Company Signage	2	BN
90	Graphic Wall	2	BO

III. Specifications

See attached Annexes "A" to "BO"


IV. General Conditions

1. The Bidder should be in the business of supply, delivery and installation of furniture for at least 10 years.
2. Bidders shall submit product brochures or photos, as part of the bid/offer.
3. The winning bidder shall submit swatches/samples to MARINA for final approval.
4. The bidder should be an authorized distributor or the manufacturer of the product that they will supply and deliver.

V. Period of Delivery

Within ninety (90) days after the receipt of the Notice to Proceed (NTP).

Prepared by:

  
**ADRIAN G. RAMOS**  
 Member, TWG for Building Interior  
 MARINA Central Office new Building

Approved by:

  
**EFREN JUAN B. BORCI, JR.**  
 Alternate-Head, TWG for Building Interior  
 MARINA Central Office new Building

**Note: For Reference Only. Complete set of the Revised Terms of Reference Including Annexes and Floor Layouts may be downloaded from the PITC Website.**



## Revised Annex V-A1

### (BIDDER'S COMPANY LETTERHEAD)

#### AFFIDAVIT OF UNDERTAKING FOR THE PROJECT'S REVISED TERMS OF REFERENCE

I/We, \_\_\_\_\_, of legal age, after having been duly sworn in accordance with law, hereby depose and state that:

1. I/We am/are the bidder/s in the Project: **Supply, Delivery and Installation of Systems Furniture and Customized Furniture for the Maritime Industry Authority (MARINA) Central Office Building with Bid Ref No. GPG-B1-2018-342.**
2. I/We declare that I have read each and every page of the above-stated **Revised** Terms of Reference including **Annexes and Floor Layouts** for the **Supply, Delivery and Installation of Systems Furniture and Customized Furniture for the Maritime Industry Authority (MARINA) Central Office Building**, which we acknowledge to have **downloaded in the PITC Website** / received in PDF file, in a formatted CD on \_\_\_\_\_ (Date) \_\_\_\_\_.
3. I/We understand that having issued this Affidavit of Undertaking, we conform to the requirements of the above-stated Project as detailed in the **Revised** Terms of Reference **including Annexes and Layouts** for the **Supply, Delivery and Installation of Systems Furniture and Customized Furniture for the Maritime Industry Authority (MARINA) Central Office Building**; and that, in the event that the contract for the Project is awarded to us, we undertake to complete and accomplish our obligations in accordance with, among other terms and conditions, the said **Revised** Terms of Reference including **Annexes and Layouts**.
4. This Affidavit forms part of our Technical Bid for the above-mentioned Project.
5. I/We are executing this Affidavit to attest to the truth of the foregoing facts.

**IN WITNESS WHEREOF**, we have hereunto set our hands and affix my/our signature/s on this \_\_\_\_ day of \_\_\_\_\_ 20\_\_, in \_\_\_\_\_ City.

\_\_\_\_\_  
**(Name of Affiant/Bidder's Authorized Representative)**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Position in the Company**

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



**PLEASE USE THIS BID FORM. DO NOT RETYPE OR ALTER**

**Revised Annex IX**

PHILIPPINE INTERNATIONAL TRADING CORPORATION

**SUPPLY, DELIVERY AND INSTALLATION OF SYSTEMS FURNITURE AND CUSTOMIZED FURNITURE FOR THE MARITIME INDUSTRY AUTHORITY (MARINA) CENTRAL OFFICE BUILDING**

**Bid Reference No. GPG-B1-2018-342**

**Financial Bid Form  
(PRICES MUST BE INCLUSIVE OF VAT)**

PHILIPPINE INTERNATIONAL TRADING CORPORATION PHILIPPINE INTERNATIONAL TRADING CORPORATION PHILIPPINE INTERNATIONAL TRADING CORPORATION

Description	ABC (P)	Financial Bid (P)
Supply, Delivery and Installation of Systems Furniture and Customized Furniture for the Maritime Industry Authority (MARINA) Central Office Building	72,417,466.41	

**TOTAL BID PRICE (Amount in Words):**

**BIDDER'S UNDERTAKING**

I/We, the undersigned bidder having examined the Bidding Documents including Bid Bulletins, as applicable, hereby BID to (supply/deliver/perform) the above described items.

I/We undertake, if our bid is accepted, to deliver the items in accordance with the terms and conditions contained in the bid documents, including the posting of the required performance security **within ten (10) calendar days** from receipt of the Notice of Award.

Until a formal contract/order confirmation is prepared and signed, this Bid is binding on us.

\_\_\_\_\_  
**Name of Company (in print)**

\_\_\_\_\_  
**Signature of Company Authorized Representative**

\_\_\_\_\_  
**Name & Designation (in print)**





**PLEASE USE THIS BID FORM. DO NOT RETYPE OR ALTER**

**Revised Annex IX-A1**

**(Page 1 of 13)**

**PHILIPPINE INTERNATIONAL TRADING CORPORATION**

**SUPPLY, DELIVERY AND INSTALLATION OF SYSTEMS FURNITURE AND CUSTOMIZED FURNITURE FOR THE MARITIME INDUSTRY AUTHORITY (MARINA) CENTRAL OFFICE BUILDING**

**Bid Reference No. GPG-B1-2018-342**

**Detailed Financial Bid Form**

**(PRICES MUST BE INCLUSIVE OF VAT)**

PHILIPPINE INTERNATIONAL TRADING CORPORATION PHILIPPINE INTERNATIONAL TRADING CORPORATION PHILIPPINE INTERNATIONAL TRADING CORPORATION

Description	Qty	Financial Bid	
		Unit Price	Total Price
<b>TABLES/WORKSTATION</b>			
1. Executive Table with Side Table	16 units		
2. 6-Pax Conference Table (for Executives)	4 units		
3. Center Table (for Executives)	15 units		
4. Side Table (for Executives)	32 units		
5. Circular Table (for Executives)	14 units		
6. Junior Executive Table	3 units		
7. 6-Pax Conference Table	3 units		

**BIDDER'S UNDERTAKING**

I/We, the undersigned bidder having examined the Bidding Documents including Bid Bulletins, as applicable, hereby BID to (supply/deliver/perform) the above described items.

I/We undertake, if our bid is accepted, to deliver the items in accordance with the terms and conditions contained in the bid documents, including the posting of the required performance security **within ten (10) calendar days** from receipt of the Notice of Award.

Until a formal contract/order confirmation is prepared and signed, this Bid is binding on us.

\_\_\_\_\_  
**Name of Company (in print)**

\_\_\_\_\_  
**Signature of Company Authorized Representative**

\_\_\_\_\_  
**Name & Designation (in print)**



**PLEASE USE THIS BID FORM. DO NOT RETYPE OR ALTER**

**Revised Annex IX-A1  
(Page 2 of 13)**

**PHILIPPINE INTERNATIONAL TRADING CORPORATION**

**SUPPLY, DELIVERY AND INSTALLATION OF SYSTEMS FURNITURE AND CUSTOMIZED FURNITURE FOR THE MARITIME INDUSTRY AUTHORITY (MARINA) CENTRAL OFFICE BUILDING**

**Bid Reference No. GPG-B1-2018-342**

**Detailed Financial Bid Form  
(PRICES MUST BE INCLUSIVE OF VAT)**

PHILIPPINE INTERNATIONAL TRADING CORPORATION PHILIPPINE INTERNATIONAL TRADING CORPORATION PHILIPPINE INTERNATIONAL TRADING CORPORATION

Description	Qty	Financial Bid	
		Unit Price	Total Price
8. 8-Pax Conference Table	2 units		
9. 10-Pax Conference Table	1 unit		
10. 12-Pax Conference Table	1 unit		
11. 16-Pax Conference Table	1 unit		
12. Pantry Ledge 1	2 units		
13. Pantry Ledge 2	1 unit		
14. Pantry Table 1	31 units		
15. Pantry Table 2	16 units		
16. Pantry Table Ledge 1	1 unit		

**BIDDER'S UNDERTAKING**

I/We, the undersigned bidder having examined the Bidding Documents including Bid Bulletins, as applicable, hereby BID to (supply/deliver/perform) the above described items.

I/We undertake, if our bid is accepted, to deliver the items in accordance with the terms and conditions contained in the bid documents, including the posting of the required performance security **within ten (10) calendar days** from receipt of the Notice of Award.

Until a formal contract/order confirmation is prepared and signed, this Bid is binding on us.

\_\_\_\_\_  
**Name of Company (in print)**

\_\_\_\_\_  
**Signature of Company Authorized Representative**

\_\_\_\_\_  
**Name & Designation (in print)**



**PLEASE USE THIS BID FORM. DO NOT RETYPE OR ALTER**

**Revised Annex IX-A1**

**(Page 3 of 13)**

**PHILIPPINE INTERNATIONAL TRADING CORPORATION**

**SUPPLY, DELIVERY AND INSTALLATION OF SYSTEMS FURNITURE AND CUSTOMIZED FURNITURE FOR THE MARITIME INDUSTRY AUTHORITY (MARINA) CENTRAL OFFICE BUILDING**

**Bid Reference No. GPG-B1-2018-342**

**Detailed Financial Bid Form**

**(PRICES MUST BE INCLUSIVE OF VAT)**

PHILIPPINE INTERNATIONAL TRADING CORPORATION PHILIPPINE INTERNATIONAL TRADING CORPORATION PHILIPPINE INTERNATIONAL TRADING CORPORATION

Description	Qty	Financial Bid	
		Unit Price	Total Price
17. Pantry Table Ledge 2	32 units		
18. Center Table	2 units		
19. Side Table	9 units		
20. Circular Table	4 units		
21. Hearing Officer's Table	1 unit		
22. Secretary's Table	13 units		
23. Division Chief's Table	35 units		
24. Secretary's Workstation w/ Side Return	3 units		

**BIDDER'S UNDERTAKING**

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Until a formal contract/order confirmation is prepared and signed, this Bid is binding on us.

\_\_\_\_\_  
Name of Company (in print)

\_\_\_\_\_  
Signature of Company Authorized Representative

\_\_\_\_\_  
Name & Designation (in print)





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**Revised Annex IX-A1  
(Page 4 of 13)**

**PHILIPPINE INTERNATIONAL TRADING CORPORATION**

**SUPPLY, DELIVERY AND INSTALLATION OF SYSTEMS FURNITURE AND CUSTOMIZED FURNITURE FOR THE MARITIME INDUSTRY AUTHORITY (MARINA) CENTRAL OFFICE BUILDING**

**Bid Reference No. GPG-B1-2018-342**

**Detailed Financial Bid Form  
(PRICES MUST BE INCLUSIVE OF VAT)**

PHILIPPINE INTERNATIONAL TRADING CORPORATION PHILIPPINE INTERNATIONAL TRADING CORPORATION PHILIPPINE INTERNATIONAL TRADING CORPORATION

Description	Qty	Financial Bid	
		Unit Price	Total Price
25. Free Standing Table 600 1200	8 units		
26. Workstation with Partition	127 units		
27. Workstation without Partition	22 units		
28. Workstation 1	19 units		
29. Workstation 2	48 units		
30. Secretary's Workstation without Side Return	13 units		
31. Examination Table	109 units		
32. Proctor's Table	1 unit		

**BIDDER'S UNDERTAKING**

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Description	Qty	Financial Bid	
		Unit Price	Total Price
33. Staff's Workstation	391 units		
34. Free Standing Table 600 1500	2 units		
35. Desking Workstation	5 units		
36. Free Standing Table 600 1600	1 unit		
37. Free Standing Table 750 1400	1 unit		
38. Foldable Table	56 units		
39. Drafting Table	6 units		

**BIDDER'S UNDERTAKING**

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Description	Qty	Financial Bid	
		Unit Price	Total Price
<b>CHAIRS/SOFA/BENCH</b>			
40. Executive Chairs	63 units		
41. Division Chief's Chair	49 units		
42. Staff's Chair	892 units		
43. Cashier and Releasing Staff's Chair	19 units		
44. Visitor's Chair	77 units		
45. Pantry Bar Stool	7 units		
46. Pantry Chair	192 units		

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**PHILIPPINE INTERNATIONAL TRADING CORPORATION**

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Description	Qty	Financial Bid	
		Unit Price	Total Price
47. Stackable Chair	112 units		
48. Gang Chair	92 units		
49. Foldable Arm Chair	6 units		
50. Banquet Seating	24 units		
51. 3-Seater Sofa	10 units		
52. L-Shaped Sofa	16 units		
53. Single Seater Sofa	1 unit		
54. Ottoman	24 units		

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**PHILIPPINE INTERNATIONAL TRADING CORPORATION**

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Description	Qty	Financial Bid	
		Unit Price	Total Price
55. Wood Bench 1	2 units		
56. Wood Bench 2	1 unit		
57. Wood Bench 3	1 unit		
58. Wood Bench 4	2 units		
<b>CABINETS</b>			
59. Full Height Cabinet for Executives 1	7 units		
60. Full Height Cabinet for Executives 2	11 units		
61. Full Height Cabinet for Executives 3	5 units		

**BIDDER'S UNDERTAKING**

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**PHILIPPINE INTERNATIONAL TRADING CORPORATION**

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Description	Qty	Financial Bid	
		Unit Price	Total Price
62. Full Height Cabinet for Executives 4	2 units		
63. Full Height Cabinet for Executives 5	2 units		
64. Back Cabinet 1	2 units		
65. Back Cabinet 2	1 unit		
66. Back Cabinet 3	1 unit		
67. Back Cabinet 4	1 unit		
68. Back Cabinet 5	4 units		
69. Back Cabinet 6	1 unit		

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Description	Qty	Financial Bid	
		Unit Price	Total Price
70. Back Cabinet 7	1 unit		
71. Back Cabinet 8	1 unit		
72. Back Cabinet 9	1 unit		
73. Back Cabinet 10	1 unit		
74. Back Cabinet 11	6 units		
75. Full Height Cabinet 1	1 unit		
76. Full Height Cabinet 2	1 unit		
77. Full Height Cabinet 3	1 unit		

**BIDDER'S UNDERTAKING**

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Description	Qty	Financial Bid	
		Unit Price	Total Price
<b>CUSTOMIZED/SYSTEM FURNITURES &amp; CIVIL/ ARCHITECTURAL SYSTEM PRODUCTS</b>			
78. Bunk Bed	6 units		
79. Division for Hearing Room	1 unit		
80. Witness Stand	1 unit		
81. Book Stand	1 unit		
82. Mobile Pedestal	676 units		

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Description	Qty	Financial Bid	
		Unit Price	Total Price
83. 10-Door Locker	2 units		
84. 15-Door Locker	47 units		
85. Concierge: Reception counter 1	1 unit		
86. Concierge: Reception counter 2	1 unit		
87. Operable Wall	49 sqm		
88. Roller Blinds	20,578 sqft		

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**PHILIPPINE INTERNATIONAL TRADING CORPORATION**

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Description	Qty	Financial Bid	
		Unit Price	Total Price
89. Company Signage	2 units		
90. Graphic Wall	2 units		

Notes:

- The Financial Bid includes taxes, all cost relative to supply, delivery and installation.

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<b>PITC BIDS AND AWARDS COMMITTEE I</b>	
<b>CHECKLIST OF REQUIREMENTS FOR BIDDERS</b>	
<b>Name of Company:</b>	
<b>Project:</b>	<b>Supply, Delivery and Installation of Systems Furniture and Customized Furniture for the Maritime Industry Authority (MARINA) Central Office</b>
<b>Bid Ref. No.</b>	<b>Bid Reference No: GPG-B1-2018-342</b>
<b>APPROVED BUDGET FOR THE CONTRACT: P 72,417,466.41</b>	
<b>Ref. No.</b>	<b>Particulars</b>
<b>ENVELOPE 1: ELIGIBILITY AND TECHNICAL DOCUMENTS</b>	
<b>12.1 (a)</b>	<b>ELIGIBILITY DOCUMENTS</b>
	<b>CLASS "A" DOCUMENTS</b>
(i)	Registration Certificate from the Securities and Exchange Commission (SEC) for corporations, Department of Trade and Industry (DTI) for sole proprietorship, or from Cooperative Development Authority (CDA) for cooperatives.
(ii)	Valid and Current Business/Mayor's Permit issued by the city or municipality where the principal place of business of the prospective bidder is located OR the equivalent document for Exclusive Economic Zones or Areas; In cases of recently expired Mayor's / Business Permits, said permit shall be submitted together with the official receipt as proof that the bidder has applied for renewal with the period prescribed by the concerned local government units, provided that the renewed permit shall be submitted as a post-qualification requirement.
(iii)	Valid and Current Tax Clearance issued by Accounts Receivable Monitoring Division per Executive Order 398, Series of 2005, as finally reviewed and approved by the BIR.
(iv)	Copy of each of the following Audited Financial Statements for 2017 and 2016 (in comparative format or separate reports): (a) Independent Auditor's Report; (b) Balance Sheet (Statement of Financial Position); and (c) Income Statement (Statement of Comprehensive Income) Each of the above statements must have stamped "received" by the Bureau of Internal Revenue (BIR) or its duly accredited and authorized institutions;
	<u>OR</u> Submission of valid and current PHILGEPS Certificate of Registration and Membership (Platinum Registration*) together with Annex A in lieu of (Items (i), (ii), (iii) and (iv)) Eligibility Documents. Note: Bidder must ensure that all Class "A" Eligibility Documents are valid and current at the time of submission of PHILGEPS Certificate of Registration and Membership (Platinum Registration). In case any of the submitted Eligibility Documents are not valid and current at the time



	of submission of Platinum Registration, bidders are required to submit the valid and current documents together with the Platinum Registration.	
(v)	Statement of the prospective bidder's all ongoing government and private contracts (including contracts awarded but not yet started), if any whether similar or not in nature and complexity to the contract to be bid. <b>(Annex I)</b> ;	
(vi)	<p>Statement of Single Largest Completed Contract similar to the contract to be bid within the last five (5) years from date of submission and receipt of bids equivalent to at least fifty percent (50%) of the total ABC of the item being bid <b>(Annex I-A)</b>;</p> <p><b>“Similar”</b> contract shall refer to contracts pertaining to supply, delivery and installation of systems furniture and customized furniture.</p> <p>Any of the following documents must be submitted/attached corresponding to the listed completed largest contracts per Annex I-A:</p> <p>Any of the following documents must be submitted/attached corresponding to the listed completed largest contracts per Annex I-A:</p> <ul style="list-style-type: none"> <li>(a) Copy of End User's Acceptance; or</li> <li>(b) Copy of Official Receipt/s; or</li> <li>(c) Copy of Collection Receipt with Sales Invoice</li> </ul>	
(vii)	<p>Duly signed Net Financial Contracting Capacity (NFCC) per <b>Annex II</b>, in accordance with ITB Clause 5.5 OR Committed Line of Credit per <b>Annex II-A</b>.</p> <p>a) Should the bidder opts to submit NFCC, computation must be equal to the ABC of the project. The detailed computation using the required formula must be shown as provided for in Annex II.</p> <p>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.</p> <p>Notes:</p> <ol style="list-style-type: none"> <li>1. The values of the bidder's current assets and current liabilities shall be based on the latest Audited Financial Statements submitted to the BIR.</li> <li>2. The value of all outstanding or uncompleted contracts refers to those listed in Annex I.</li> <li>3. The detailed computation must be shown using the required formula provided above.</li> <li>4. The NFCC computation must at least be equal to the ABC of the project.</li> </ol> <p><b>OR</b></p> <p>b) Should the bidder opts to submit a committed Line of Credit, it must be at least equal to ten percent (10%) of the ABC of the project issued by a Local Universal or Local Commercial Bank. The amount of the committed Line of Credit <b>MUST BE MACHINE VALIDATED</b>. (See sample Bank Form per <b>Annex II-A</b>).</p>	
	<b>Class “B” Document: (For Joint Venture)</b>	
	<b><i>The participating entities entering a Joint Venture Agreement (JVA) are to be treated as a single entity and shall be jointly and severally responsible or liable for the obligations and liabilities incurred by any partner to the</i></b>	



	<p><b><i>JV pertinent to the project requirements.</i></b>  <b><i>Hence, any Blacklisting Order and/or overdue deliveries intended for end-user or PITC shall apply to the JVA as the JV is deemed as one bidder.</i></b></p>	
	<p><b>a) For Joint Ventures, Bidder to submit either:</b></p>	
	<p>(i) Copy of the JOINT VENTURE AGREEMENT (JVA) in case the joint venture is already in existence, or</p>	
	<p>(ii) Copy of Protocol/Undertaking of Agreement to Enter into Joint Venture signed by 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. <b>(Annex III)</b></p> <p>In case the joint venture is not yet in existence, the submission of a valid JVA shall be within ten (10) calendar days from receipt by the bidder of the notice from the BAC that the bidder is the Lowest Calculated and Responsive Bid [Sec 37.1.4 (a) (i) <b>of the 2016 Revised IRR of RA 9184</b>]</p> <p><b><u>The JVA or the Protocol/Undertaking of Agreement to Enter into Joint Venture (Annex III) must include/specify the company/partner and the name of the office designated as authorized representative of the Joint Venture.</u></b></p>	
	<p><b>b) Each JV Partner must submit the following:</b></p>	
	<p><b><u>Local JV Partner</u></b></p>	
	<p>(i) Registration Certificate from the Securities and Exchange Commission (SEC) for corporations or from Department of Trade and Industry (DTI) for sole proprietorship, or from Cooperative Development Authority (CDA) for cooperatives;</p>	
	<p>(ii) Valid and Current Business/Mayor's Permit issued by the city or municipality where the principal place of business of the prospective bidder is located OR the equivalent document for Exclusive Economic Zones or Areas;</p>	
	<p>(iii) Valid and Current Tax Clearance issued by Accounts Receivable Monitoring Division per Executive Order 398, Series of 2005, as finally reviewed and approved by the BIR.</p>	
	<p>(iv) Copy of each of the following Audited Financial Statements for 2017 and 2016 (in comparative form or separate reports):</p> <p>a) Independent Auditor's Report;</p> <p>b) Balance Sheet (Statement of Financial Position); and</p> <p>c) Income Statement (Statement of Comprehensive Income)</p> <p>Each of the above statements must have stamped "received" by the Bureau of Internal Revenue (BIR) or its duly accredited and authorized institutions.</p>	
	<p><b><u>Foreign JV Partner</u></b></p>	
	<p>(i) Valid and current certificate/license/authority to conduct/operate business issued by the regulatory authority in the country where the bidder is based;</p>	



	(ii) Valid and Current Tax Clearance issued by Philippines' Bureau of Internal Revenue (BIR) Accounts Receivable Monitoring Division per Executive Order 398, Series of 2005, as finally reviewed and approved by the BIR.	
	(iii) Corporate Financial Statement or Annual Report for 2017 or 2016.	
	<b>OR</b>	
	<p><b>Submission of valid and current PHILGEPS Certificate of Registration and Membership (Platinum Registration*)</b> together with Annex A in lieu of the eligibility documents.</p> <p><b>Note:</b> Bidder must ensure that all Class "A" Eligibility Documents are valid and current at the time of submission of PhilGEPS Certificate of Registration and Membership (Platinum Registration). In case any of the submitted Eligibility Documents are not valid and current at the time of submission of Platinum Registration, bidders are required to submit the valid and current documents.</p> <p>In case the JV Partners opt to submit their Class "A" Documents, the Certificate of PhilGEPS Registration (Platinum Membership) shall remain as a post-qualification requirement to be submitted in accordance with Section 34.2 of the 2016 Revised IRR of RA 9184. "<i>GPPB Circular 07-2017 dated 31 July 2017</i>".</p>	
	<i>The following Eligibility – Technical and Eligibility – Financial Documents may be submitted by only <b>ONE</b> of the parties to the JV:</i>	
	1. Statement of all on-going government and private contracts (including contracts awarded but not yet started), if any whether similar or not in nature and complexity to the contract to be bid ( <b>Annex I</b> );	
	<p>1. Statement of Single Largest Completed Contract similar to the contract to be bid within the last five (5) years from date of submission and receipt of bids equivalent to at least fifty percent (50%) of the total ABC of the item being bid (Annex I-A);</p> <p><b>"Similar"</b> to contracts pertaining to supply, delivery and installation of systems furniture and customized furniture.</p> <p>Any of the following documents must be submitted/attached corresponding to the listed completed largest contracts per Annex I-A:</p> <p>a) Copy of End User's Acceptance; or</p> <p>b) Copy of Official Receipt/s; or</p> <p>c) Copy of Collection Receipt with Sales Invoice (for local JV Partner)</p>	
	<p>2. Duly signed Certificate of Net Financial Contracting Capacity (NFCC) per <b>Annex II</b>, in accordance with ITB Clause 5.5 OR Committed Line of Credit per <b>Annex II-A</b>.</p> <p>a) Should the bidder opt to submit NFCC, computation must be equal to the ABC of the project. The detailed computation using the required formula must be shown as provided for in <b>Annex II</b>.</p> <p>NFCC = [(Current assets minus current liabilities) (15)] minus the value of all outstanding or uncompleted portions of the projects under</p>	



	<p>ongoing contracts, including awarded contracts yet to be started, coinciding with the contract to be bid.</p> <p>Notes:</p> <ol style="list-style-type: none"> <li>1. The values of the bidder's current assets and current liabilities shall be based on the latest Audited Financial Statements submitted to the BIR.</li> <li>2. The value of all outstanding or uncompleted contracts refers to those listed in Annex I.</li> <li>3. The detailed computation must be shown using the required formula provided above.</li> <li>4. The NFCC computation must at least be equal to the ABC of the project.</li> </ol> <p><b>OR</b></p> <p>b) Should the bidder opt to submit a committed Line of Credit, it must be at least equal to ten percent (10%) of the ABC of the project issued by a Local Universal or Local Commercial Bank. The amount of the committed Line of Credit <b>MUST BE MACHINE VALIDATED</b>. (See sample Bank Form per <b>Annex II-A</b>).</p> <p><i>The determination as to (i) whose Audited Financial Statement should be used / submitted; and (ii) who submits the Statement of All-Ongoing Contracts – lies with the Partners Contracting the Joint Venture since the audited Financial Statements and the Ongoing Contracts of that JV partners should be the basis for the Computation of the NFCC.</i></p>	
<p><b>b)</b></p>	<p><b>TECHNICAL DOCUMENTS</b></p>	
<p>(i)</p>	<p><b>Bid security must be issued in favor of the PHILIPPINE INTERNATIONAL TRADING CORPORATION (PITC) in any of the following forms:</b></p> <ol style="list-style-type: none"> <li>1) Bid Securing Declaration per <b>Annex IV</b>;</li> <li>2) Cash or Cashier's/ Manager's Check equivalent to at least 2% of the ABC;</li> <li>3) Bank Guarantee/ Bank draft or Irrevocable LC equivalent to at least 2% of the ABC; <b>OR</b></li> <li>4) Surety bond callable upon demand equivalent to at least 5% of the ABC</li> </ol>	
<p>(ii)</p>	<p>Duly signed, conformed and completed Technical Bid per <b>Revised Annex V-A</b></p>	
<p>(iii)</p>	<p>Notarized Affidavit of Undertaking for the Project's <b>Revised</b> Terms of Reference per <b>Revised Annex V-B</b>.</p>	
<p>(iv)</p>	<p>Product brochure and/or Technical Data Sheets for the brand and model number of the following items showing compliance to the technical specifications:</p> <ol style="list-style-type: none"> <li>a. <b>Modular Workstations</b></li> <li>b. <b>Executive chairs</b></li> <li>c. <b>Division Chief's Chair</b></li> <li>d. <b>Staff's Chair</b></li> <li>e. <b>Visitor's Chair</b></li> <li>f. <b>Pantry Chair</b></li> </ol>	





	<p><b>g. Stackable Chair</b></p> <p><b>h. Gang Chair</b></p> <p><b>i. Roller Blinds</b></p>	
(v)	Notarized Affidavit of Site Inspection duly signed by the bidder <b>(Annex VI)</b>	
(vi)	List of Authorized Service Center/s in Metro Manila for the workstation and chairs (with available spare parts, indicating address, telephone & fax numbers, email address and contact person).	
(vii)	Certificate of Performance Evaluation (Annex VII) showing a rating of at least Very Satisfactory, issued by the Bidder's client for the Single Largest Completed Contract of Similar Nature within the last five (5) years <b>(per Annex I-A)</b> ;	
(viii)	<p>Proof of Authority of the bidder's authorized representative/s:</p> <p>(a) FOR SOLE PROPRIETORSHIP (IF OWNER OPTS TO APPOINT A REPRESENTATIVE): Duly notarized Special Power of Attorney</p> <p>(b) FOR CORPORATIONS, COOPERATIVE OR THE MEMBERS OF THE JOINT VENTURE: Duly notarized Secretary's Certificate evidencing the authority of the designated representative/s.</p> <p>IN THE CASE OF UNINCORPORATED JOINT VENTURE: Each member shall submit a separate Special Power of Attorney and/or Secretary's Certificate evidencing the authority of the designated representative/s.</p>	
(x)	<p>Omnibus Sworn Statements using the form prescribed. <b>(Annex VIII)</b></p> <p>(a) Authority of the designated representative</p> <p>(b) Non-inclusion in blacklist or under suspension status</p> <p>(c) Authenticity of Submitted Documents</p> <p>(d) Authority to validate Submitted Documents</p> <p>(e) Disclosure of Relations</p> <p>(f) Compliance with existing labor laws and standards</p> <p>(g) Bidders Responsibilities</p> <p>(h) Did not pay any form of consideration</p>	
	<b>ENVELOPE 2: FINANCIAL DOCUMENTS</b>	
13.1	<p>Completed and signed Financial Bid Forms. Bidder must use, accomplish and submit Financial Bid Form <b>(Revised Annex IX) and Detailed Financial Bid Form (Revised Annex IX-A1)</b>.</p> <p>The ABC is inclusive of VAT. Any proposal with a financial component exceeding the ABC shall not be accepted.</p>	

**Note: In case of inconsistency between the Checklist of Requirements for Bidders and the provisions in the Instruction to Bidders/Bid Data Sheet, the Instruction to Bidders/Bid Data Sheet shall prevail.**