



BIDS AND AWARDS COMMITTEE I

SUPPLEMENTAL / BID BULLETIN NO. 1

SUPPLY AND DELIVERY OF VARIOUS BRAND NEW MOTOR VEHICLES FOR THE DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES – REGIONAL OFFICE 1 (DENR-RO1)

BAC Nego Ref. No. GPG-B1-2019-078 NEGO

(Previous Bid Ref. Nos. GPG-B1-2018-340; GPG-B1-2018-517 Rebid and GPG-B1-2018-603 (2nd Rebid))

This **Supplemental/Bid Bulletin No. 1** is being issued to further clarify, modify and amend the provisions in the Bidding Documents and in response to clarification from prospective bidders for the aforementioned project

A) AMENDMENT TO THE BIDDING DOCUMENTS:

From	To																
SECTION II. INSTRUCTIONS TO INVITED SUPPLIERS (IIS) / PROPOSAL DATA SHEET (PDS)																	
B.2 (b) Technical Documents																	
<p>xxx...</p> <p>(i) Duly signed and completed Technical Proposal Form. Bidder must use, accomplish and submit the Technical Proposal Form per attached:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #cccccc;"> <th style="width: 50%;">DESCRIPTION</th> <th style="width: 50%;">ANNEX</th> </tr> </thead> <tbody> <tr> <td>Item 1: 4x4 Pick Up</td> <td><u>Annex IV-A</u></td> </tr> <tr> <td>Item 2: 4x2 Pick Up</td> <td><u>Annex IV-B</u></td> </tr> <tr> <td>Item 3: Passenger Van</td> <td><u>Annex IV-C</u></td> </tr> </tbody> </table> <p>(ii) Duly signed/conformed Terms of Reference of DENR-RO1 Terms of Reference as attached as <u>Annex V</u>;</p> <p>xxx...</p> <p>(v) Valid and current ISO Certificate in the name of the manufacturer of the item being offered issued by an Independent Certifying Agency.</p> <p><i>Note: If not in English, must be subject to requirement per Clause 11 of the Instructions to Bidders</i></p> <p>xxx...</p>	DESCRIPTION	ANNEX	Item 1: 4x4 Pick Up	<u>Annex IV-A</u>	Item 2: 4x2 Pick Up	<u>Annex IV-B</u>	Item 3: Passenger Van	<u>Annex IV-C</u>	<p>xxx...</p> <p>(i) Duly signed and completed Technical Proposal Form. Bidder must use, accomplish and submit the Technical Proposal Form per attached:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #cccccc;"> <th style="width: 50%;">DESCRIPTION</th> <th style="width: 50%;">ANNEX</th> </tr> </thead> <tbody> <tr> <td>Item 1: 4x4 Pick Up</td> <td>Revised Annex IV-A</td> </tr> <tr> <td>Item 2: 4x2 Pick Up</td> <td>Revised Annex IV-B</td> </tr> <tr> <td>Item 3: Passenger Van</td> <td>Revised Annex IV-C</td> </tr> </tbody> </table> <p>(ii) Duly signed/conformed Terms of Reference of DENR-RO1 Terms of Reference as attached as Revised Annex V;</p> <p>xxx...</p> <p>(v) Deleted</p> <p>xxx...</p>	DESCRIPTION	ANNEX	Item 1: 4x4 Pick Up	Revised Annex IV-A	Item 2: 4x2 Pick Up	Revised Annex IV-B	Item 3: Passenger Van	Revised Annex IV-C
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SECTION V. PROPOSAL FORMS	
<u>Annex IV-A</u> – Technical Proposal Form for Item 1: 4X4 Pick Up	Revised Annex IV-A – Technical Proposal Form for Item 1: 4X4 Pick Up
<u>Annex IV-B</u> – Technical Proposal Form for Item 2: 4x2 Pick Up	Revised Annex IV-B – Technical Proposal Form for Item 2: 4x2 Pick Up
<u>Annex IV-C</u> – Technical Proposal Form for Item 3: Passenger Van	Revised Annex IV-C – Technical Proposal Form for Item 3: Passenger Van
<u>Annex V</u> – Terms of Reference	Revised Annex V – Terms of Reference

B) REPLIES TO BIDDERS QUERIES:

Bidder 1 – Ford Manila Bay

E-mail addressed to the Chair dated 11 September 2019.

Query 1	(v) Valid and Current ISO Certificate in the name of the Manufacturer of the item being offered issued by an independent certifying agency. We would like to ask if there is/are alternative document we can submit in lieu of the ISO Certificate? Our dealership is not yet an ISO Certified Company and Ford Motor Philippines is not an ISO Certified Company due to the change in their business set up in 2012. Ford Company in the US is an ISO Certified Company but we won't be able to secure such document within the Bid duration.
REPLY	Requirement for ISO Certificate is deleted.

Bidder 2 – MGM Motor Trading

Letter addressed to the Chair dated 12 September 2019.

Query 1	We would like to request for reconsideration regarding your preferred dimension for the One (1) unit Passenger Van which is (LxWxH) 4,690mm - 5,150mm x 1,690mm - 1,950mm x 1,790mm - 2,000mm . We request that you can consider our Nissan Nv350 Urvan Cargo 12 seater with (LxWxH) 5,080mm x 1,695mm x 2,285mm .
REPLY	The height requirement has been amended from 1,790mm – 2000mm to 1,695mm-2,285mm. Please refer to Revised Terms of Reference (Revised Annex V).

Please use the attached **Revised Annex IV-A, Revised Annex IV-B, Revised Annex IV-C, as applicable** and **Revised Annex V** together with all other required documents for the Bid Opening on 23 September 2019, 11:00 AM. 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 17th day of September 2019 in Makati City.



Reviewed and approved by:

(Sgd.) CHRISTABELLE P. EBRIEGA
Chair, Bids and Awards Committee I (BAC I)

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

(Sgd.) MYRA CHITELLA T. ALVAREZ
Member

(Sgd.) DAVID A. INOCENCIO
Member

VIVIAN M. MONSANTO
Alternate Member

Concurred by:

LEDUINA S. CO
BAC Provisional Member
DENR-RO1



PLEASE USE THIS BID FORM. DO NOT RETYPE OR ALTER

Annex IV-A (page 1 of 4)

PHILIPPINE INTERNATIONAL TRADING CORPORATION
SUPPLY AND DELIVERY OF VARIOUS BRAND NEW MOTOR VEHICLES FOR THE DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES – REGIONAL OFFICE 1 (DENR-RO1)
Bid Reference No.: GPG-B1-2019-078 NEGO
 (Previous Bid Ref. No. GPG-B1-2018-340, GPG-B1-2018-517 Rebid and GPG-B1-2018-603 2nd Rebid)

TECHNICAL PROPOSAL FORM

ITEM 1: TWO (2) UNITS BRAND NEW 4X4 PICK UP

PHILIPPINEINTERNATIONALTRADINGCORPORATIONPHILIPPINEINTERNATIONALTRADINGCORPORATIONPHILIPPINEINTERNATIONALTRADINGCORPORATIONPHILIPPIN

INSTRUCTION TO THE BIDDER: Indicate “COMPLY” (per line no.) under Bidder’s Statement of Compliance if bidder can meet the technical specifications. 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 and Delivery of Various Brand New Motor Vehicles for the Department of Environment and Natural Resources – Regional Office 1 (DENR-RO1) per Terms of Reference as of 16 September 2019 attached as Revised Annex V .	
2)	The brand of the 4X4 Pick Up has been in the Philippine market for at least fifteen (15) years.	

DESCRIPTION	PLEASE INDICATE THE BRAND AND MODEL NUMBER BEING OFFERED:
4X4 PICK UP	

Line No:	OTHER REQUIREMENTS	Bidder’s Statement of Compliance
3)	Bidder has no overdue deliveries or unperformed services intended for PITC and DENR-RO1.	
4)	Bidder did not participate as a consultant in the preparation of the design or technical specification of the GOODS subject of the bid.	

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

Annex IV-A (page 2 of 4)

**PHILIPPINE INTERNATIONAL TRADING CORPORATION
SUPPLY AND DELIVERY OF VARIOUS BRAND NEW MOTOR VEHICLES FOR THE DEPARTMENT
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Line No:	REQUIREMENTS IF AWARDED THE CONTRACT		Bidder's Statement of Compliance
5)	Availability / Pick up Period	The vehicle must be ready for pick up (EX-Dealer's Warehouse) within Forty-Five (45) calendar days upon receipt of Notice to Proceed.	
6)	Warranty	<ul style="list-style-type: none"> a. It is warranted that the engine is brand new, factory issued and has not been previously used or test-driven or used for demonstration purposes. b. In order to assure that manufacturing defects shall be corrected by the Bidder, the warranty period shall be three (3) years or 100,000 kilometers (whichever comes first), c. The warranty shall cover full replacement of defective items, including labor, spare parts and materials free of charge. d. The bidder shall also provide free labor and materials for the first 1,000 and 5,000 kilometers e. To provide maintenance and technical support including adequate supply of parts and consumables within the three (3) years warranty period. f. In case of unit malfunction, immediate action/assistance must be acted within 24-48 hours upon receipt of Notice from DENR-RO1/PITC. g. To provide a replacement unit in case of pulling out the vehicle for repair until the same becomes functional. 	

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Line No:	REQUIREMENTS IF AWARDED THE CONTRACT	Bidder’s Statement of Compliance
7)	Operations/ Maintenance Manual Bidder must provide HARD COPY for each Unit in English Language a. Owner’s Manual b. Operations Manual for Accessories c. Warranty Booklet for Air-Conditioning unit and Operation and Maintenance Manual	
8)	LTO Registration Supplier shall be responsible for the three (3) years LTO Registration (Government Plate)	
9)	Insurance One (1) Year Comprehensive Insurance One (1) year Compulsory Third Party Liability (CTPL) Insurance	
10)	Replacement of Defective Items a. The Supplier shall replace any unit found to be defective upon pick up and with failures during inspection and testing. b. Replacement shall be made within fifteen (15) calendar days after receipt of Notice from DENR-RO1/PITC All expenses shall be for the account of the Supplier.	
11)	End-User’s Orientation / Training The supplier shall conduct orientation on the User’s Manual to facilitate smooth operation of the motor vehicles. The Product Orientation for the End-user shall be conducted upon pick-up and during the test-run, which shall be given to the End-User’s personnel designated to obtain the vehicles. All expenses shall be for the account of the Supplier.	
12)	After Sales Service and Availability of Spare Parts a. After Sales Service and Spare Parts of same or better specifications, for the next five (5) years after the expiration of the warranty period b. Response time for technical repair assistance requests within two (2) working days after receipt of Notice/Advice for Service/Repair. c. Should have accredited service center/s where relocate/transfer, a written notification should be sent to the DENR RO1 and/or PITC on the new address, contact numbers and the name of contact person.	

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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.

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Supplemental Bid Bulletin No. 1

Supply and Delivery of Various Brand New Motor Vehicles for the Department of Environment and Natural Resources 1 (DENR-RO1)

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(Previous Bid Ref. Nos. GPG-B1-2018-340, GPG-B1-2018-517 Rebid and GPG-B1-2018-518 2nd Rebid)



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ITEM 1: TWO (2) UNITS BRAND NEW 4X4 PICK UP

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Line No:	REQUIREMENTS IF AWARDED THE CONTRACT		Bidder’s Statement of Compliance
13)	Notice of Availability	The Supplier shall notify the PITC of the availability of the vehicle for pick up at least seven (7) calendar days prior to pick up.	
14)	For Acceptance: The delivered motor vehicle shall be subjected for visual and functional testing. All deliveries must be done in the presence of the Inspection Team consisting of at least Two (2) DENR-RO1 and Two (2) PITC authorized representative/s. The supplier must inform PITC Account Officer at least seven (7) days prior to pick up of the motor vehicles. Failure to give due notice shall be a ground for non-acceptance of delivery. Other than the delivery schedule / quantities stated, NO partial deliveries are allowed. Only Complete deliveries will be accepted. Supplier should shoulder all the cost and expenses relative to the delivery, testing and acceptance		
15)	Licenses/ Permits	Supplier shall be responsible for securing the required permits / licenses, if any, for the importation and delivery of the items to the site.	
16)	As one of documentary requirements for payment (as applicable), submit certified true copies of pertinent tax receipts and duties paid on the imported parts/equipment pursuant to COA Memo No. 90-684 dated Dec. 5, 1990/Administrative Order No. 200 dated November 20, 1990. For locally purchased materials, the BIR registered sales invoice of the seller is acceptable.		

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Name & Designation (in print) / Date



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Annex IV-B (page 1 of 4)

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TECHNICAL PROPOSAL FORM

ITEM 2: ONE (1) UNIT BRAND NEW 4X2 PICK UP

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DESCRIPTION	PLEASE INDICATE THE BRAND AND MODEL NUMBER BEING OFFERED:
4X2 PICK UP	

Line No:	OTHER REQUIREMENTS	Bidder’s Statement of Compliance
3)	Bidder has no overdue deliveries or unperformed services intended for PITC and DENR-RO1.	
4)	Bidder did not participate as a consultant in the preparation of the design or technical specification of the GOODS subject of the bid.	

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_____ **Name of Company (in print)**

_____ **Signature of Company Authorized Representative**

_____ **Name & Designation (in print)**

_____ **Date**



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Annex IV-B (page 2 of 4)

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TECHNICAL PROPOSAL FORM

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Line No:	REQUIREMENTS IF AWARDED THE CONTRACT	Bidder's Statement of Compliance
5)	Availability / Pick up Period The vehicle must be ready for pick up (EX-Dealer's Warehouse) within Forty Five (45) calendar days upon receipt of Notice to Proceed.	
6)	Warranty a. It is warranted that the engine is brand new, factory issued and has not been previously used or test-driven or used for demonstration purposes. b. In order to assure that manufacturing defects shall be corrected by the Bidder, the warranty period shall be three (3) years or 100,000 kilometers (whichever comes first), c. The warranty shall cover full replacement of defective items, including labor, spare parts and materials free of charge. d. The bidder shall also provide free labor and materials for the first 1,000 and 5,000 kilometers e. To provide maintenance and technical support including adequate supply of parts and consumables within the three (3) years warranty period. f. In case of unit malfunction, immediate action/assistance must be acted within 24-48 hours upon receipt of Notice from DENR-RO1/PITC. g. To provide a replacement unit in case of pulling out the vehicle for repair until the same becomes functional.	

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TECHNICAL PROPOSAL FORM

ITEM 2: ONE (1) UNIT BRAND NEW 4X2 PICK UP

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8)	LTO Registration Supplier shall be responsible for the three (3) years LTO Registration (Government Plate)	
9)	Insurance One (1) Year Comprehensive Insurance One (1) year Compulsory Third Party Liability (CTPL) Insurance	
10)	Replacement of Defective Items a. The Supplier shall replace any unit found to be defective upon pick up and with failures during inspection and testing. b. Replacement shall be made within fifteen (15) calendar days after receipt of Notice from DENR-RO1/PITC All expenses shall be for the account of the Supplier.	
11)	End-User's Orientation / Training The supplier shall conduct orientation on the User's Manual to facilitate smooth operation of the motor vehicle. The Product Orientation for the End-user shall be conducted upon pick-up and during the test-run, which shall be given to the End-User's personnel designated to obtain the vehicle. All expenses shall be for the account of the Supplier.	
12)	After Sales Service and Availability of Spare Parts a. After Sales Service and Spare Parts of same or better specifications, for the next five (5) years after the expiration of the warranty period b. Response time for technical repair assistance requests within two (2) working days after receipt of Notice/Advice for Service/Repair. Should have accredited service center/s where relocate/transfer, a written notification should be sent to the DENR RO1 and/or PITC on the new address, contact numbers and the name of contact person.	

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TECHNICAL PROPOSAL FORM

ITEM 3: ONE (1) UNIT BRAND NEW PASSENGER VAN

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Line No:	REQUIREMENTS IF AWARDED THE CONTRACT		Bidder's Statement of Compliance
5)	Availability / Pick up Period	The vehicle must be ready for pick up (EX-Dealer's Warehouse) within Forty-Five (45) calendar days upon receipt of Notice to Proceed.	
6)	Warranty	<ul style="list-style-type: none"> a. It is warranted that the engine is brand new, factory issued and has not been previously used or test-driven or used for demonstration purposes. b. In order to assure that manufacturing defects shall be corrected by the Bidder, the warranty period shall be three (3) years or 100,000 kilometers (whichever comes first), c. The warranty shall cover full replacement of defective items, including labor, spare parts and materials free of charge. d. The bidder shall also provide free labor and materials for the first 1,000 and 5,000 kilometers e. To provide maintenance and technical support including adequate supply of parts and consumables within the three (3) years warranty period. f. In case of unit malfunction, immediate action/assistance must be acted within 24-48 hours upon receipt of Notice from DENR-RO1/PITC. g. To provide a replacement unit in case of pulling out the vehicle for repair until the same becomes functional. 	

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 Annex V (Page 1 of 4)



Republic of the Philippines
DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES
Government Center, Sevilla, San Fernando City, La Union
Tel. No. (072) 242 07-04; (072) 888-38-33

TERMS OF REFERENCE
As of 16 September 2019

Name of Project: Supply and Delivery of Motor Vehicles for the Department of Environment and Natural Resources – I (DENR-I)

I. General Information

The Terms of References (TOR) shall be used for the preparation of the procurement of **Four (4) Motor Vehicles** consisting of Three (3) Pick-Up, One (1) Passenger Van.

II. Purpose

The motor vehicles described above shall be for the general use of DENR-I in the Implementation, Monitoring and Assessment of its various programs and projects.

III. Duration

The contract commences from the time the parties agreed upon the terms and conditions hereof until actual delivery and turn-over of the vehicles.

IV. Requirements for Quotation

The Department of Environment and Natural Resources- Region 1 requires the following Motor Vehicles with Approved Budget of Contract

Item	Description	Qty
1.	4 X 4 Pick –Up	2
	- Engine displacement not exceeding 3000 cc for diesel	
2.	4 X 2 Pick-Up	1
	- Engine displacement not exceeding 3000 cc for diesel	
3.	Passenger Van	1
	- Engine displacement not exceeding 3000 cc for diesel	

Conforme:

Bidder's Company Name

Name & Signature of Authorized Representative

Designation

Date



Revised Annex V (Page 2 of 4)

Technical Specifications and Setting Requirements

PARTICULARS	MINIMUM SPECIFICATIONS (Unless Otherwise Specified)
1. Two (2) Units 4x4 Pick-Up	
Engine:	Diesel
Year Model:	2019
Engine Size:	2.2L to 3.0L
Displacement:	2100cc to 3000cc
Number of Cylinders	4 cylinders
Transmission Type:	Manual transmission w/ minimum of 6 speed
Suspension:	Manufacturer's Standards
Length:	5200mm to 5400mm
Width:	1800mm to 2000mm
Height:	1750mm to 1850mm
Air-conditioning System:	Manufacturer's Standards
Seating Capacity:	5
No. of Doors:	4
Fuel Capacity:	minimum of 70 liters
Accessories/Features:	Driver's/Front Passenger Air Bag, Basic/Standard Tools with Hydraulic Jack and Early Warning Device, Seat Cover, Floor mats, rain gutter and tint
2. One (1) Unit 4X2 Pick-Up A/T	
Engine:	Diesel
Year Model:	2019
Engine Size:	2.2L to 3.0L
Displacement:	2100cc to 3000cc
Number of Cylinders	4 cylinders
Transmission Type:	Automatic Transmission w/ minimum of 6 speed
Suspension:	Manufacturer's Standards
Length:	5300mm to 5400mm
Width:	1800mm to 2000mm
Height:	1750mm to 1850mm
Air-conditioning System:	Manufacturer's Standards
Seating Capacity:	5
No. of Doors:	4
Fuel Capacity:	minimum of 75 liters
Accessories/Features:	Security Alarm, Driver's/Front Passenger Air Bag, Basic/Standard Tools with Hydraulic Jack and Early Warning Device, Seat Cover, Floor mats, rain gutter and tint
3. One (1) Unit Passenger Van	
Engine:	Diesel
Year Model:	2019
Engine Size:	2.4L to 3.0L
Displacement:	2400cc to 3000cc
Number of Cylinders	4 cylinders
Transmission Type:	Manual transmission of 5 speed
Minimum Seating Capacity:	10
No. of Doors:	4
Suspension	Manufacturer's Standards
Length:	4690mm to 5150mm
Width:	1690mm to 1950mm
Height:	1790mm to 2300mm
Air-conditioning System:	Dual Air-conditioning System
Fuel Capacity:	minimum of 60 liters
Accessories/Features:	Basic/Standard Tools with Hydraulic Jack, Early Warning Device, Driver's Air Bag, Floor mats

Conforme:

Bidder's Company Name

Name & Signature of Authorized Representative

Designation

Date

Supply and Delivery of Var
(Previous Bi

and Natural Resources 1 (DENR-RO1)
B1-2018-518 2nd Rebid)



Revised Annex V (Page 3 of 4)

V. Manual and Documents

Each unit shall include the following:

1. Brochures: Owner's Manual, Warranty Booklet, Operations Manual for Accessories, Warranty Booklet for Air-conditioning Unit and operations and maintenance manuals in English.

VI. Maintenance and Technical Support

The delivery of the vehicle shall include three (3) years LTO registration, one (1) year Compulsory Third Party Liability (CTPL) insurance, Comprehensive Insurance and to facilitate other requirements relative to the registration under the name of DENR Region 1.

The supplier shall provide a minimum of 3 years or 100,000 kilometer (whichever comes first) warranty, as well as provide maintenance and technical support including adequate supply of parts and consumables within the three (3) years warranty period. The supplier shall also provide free labor and material for the first 1,000 kilometers and 5,000 kilometers.

In case of unit malfunction, immediate action/assistance must be acted within 24-48 hours upon report by the authorized technical personnel of the DENR-Region 1 and in order not to delay the output requirements of the office, a replacement unit shall be provided in case of pulling out the vehicles for repair until the same becomes functional.

In the event that the supplier fails to deliver the replacement within the period stated, the DENR-Region 1 reserves the right to secure replacement of the damaged part/s of the vehicle from other suppliers subject to reimbursement of the former.

VII. Other Requirements

The supplier shall provide adequate time to conduct orientation on the User's Manual to facilitate smooth operation of the motor vehicles. The Product Orientation for the End-user shall be conducted upon pick-up and during the test-run, which shall be given to the End-User's personnel designated to obtain the vehicles.

The supplier must be a Dealer operating within Ilocos Region, Tarlac, Pampanga, Laguna or Metro Manila and must have a Service Center within Region I. The brand to be offered must have been in the Philippine market for at least 15 years.

DENR Region 1 reserves the right not to accept any of the vehicles which does not comply with the prescribed technical specifications and setting requirements under the TERMS OF REFERENCES (TOR).

Conforme:

Bidder's Company Name

Name & Signature of Authorized Representative

Designation

Date



Revised Annex V (Page 4 of 4)

VIII. Availability/Pick up Period

The vehicle must be ready for pick up (X-Dealer's Warehouse) within Forty Five (45) calendar days upon receipt of Notice to Proceed.

The Supplier shall notify the PITC of the availability of the vehicle for pick up at least seven (7) calendar days prior to pick up.

The DENR-Region I shall send duly authorized representative/s to pick up the vehicle from the supplier's place of business, upon notice by the latter of its availability within the agreed period of delivery.

IX. After Sales Service and Availability of Spare Parts

After Sales Service and Spare Parts of same or better specifications, for the next five (5) years after the expiration of the warranty period

X. Termination of Contract

The vehicles shall be turned-over to the DENR Region I upon termination of the Contract or full payment of the Motor Vehicles and shall issue warranty certificate to cover a minimum warranty period of three (3) years for each of the unit.


LEDUINA S. CO, CESE
Asst. Regional Director for Management Services/
Provisional PITC-BAC Member
LM

Conforme:

Bidder's Company Name

Name & Signature of Authorized Representative

Designation

Date



**PITC BIDS AND AWARDS COMMITTEE I
REVISED CHECKLIST OF REQUIREMENTS FOR BIDDERS**

Name of Company: _____
Project: **SUPPLY AND DELIVERY OF VARIOUS BRAND NEW MOTOR VEHICLES FOR THE DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES – REGIONAL OFFICE 1 (DENR-RO1)**
Bid Ref. No. **Bid Reference No.: GPG-B1-2019-078 NEGO**
 (Previous Bid Ref. No. GPG-B1-2018-340, GPG-B1-2018-517 Rebid and GPG-B1-2018-603 2nd Rebid)

Ref. No.	Particulars
ENVELOPE 1: ELIGIBILITY AND TECHNICAL DOCUMENTS	
12.1 (a)	ELIGIBILITY DOCUMENTS
	CLASS “A” DOCUMENTS
(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;
(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 equivalent document for Exclusive Economic Zones or Areas; In case or 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 within the period prescribed by the concerned local government unit, 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
(iv)	Copy of each of the following Audited Financial Statements for 2018 and 2017 (in comparative form 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 be stamped “received” by the Bureau of Internal Revenue (BIR) or its duly accredited and authorized institutions.



<p>OR</p>	<p><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.</u></p> <p>*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.</p>	
	<p>In case the bidder 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 (GPPB Circular 07-2017 dated 31 July 2017.</p>	
<p>(v)</p>	<p>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. (Annex I);</p>	
<p>(vi)</p>	<p>Statement of Single Largest Completed Contract of Similar Nature 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/s being bid for (Annex I-A).</p> <p>“Similar contract” shall mean Motor Vehicle.</p> <p><u>Any of the following documents must be submitted/attached corresponding to listed completed largest contracts per Annex I-A:</u></p> <p>(a) Copy of End User’s Acceptance; or (b) Copy of Official Receipt/s; or (c) Copy of Sales Invoice with Collection Receipt/s</p>	
<p>(vii)</p>	<p>Duly signed Certificate of Net Financial Contracting Capacity (NFCC) per Annex II, in accordance with ITB Clause 5.5 OR Committed Line of Credit Annex II-A.</p> <p>a) Should the bidder opt to submit NFCC, computation must be equal to the total 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"> <i>The values of the bidder’s current assets and current liabilities shall be based on the latest Audited Financial Statements submitted to the BIR.</i> <i>The value of all outstanding or uncompleted contracts refers to those listed in Annex I.</i> <i>The detailed computation must be shown using the required formula provided above.</i> <i>The NFCC computation must at least be equal to the ABC of the project.</i> <p>OR</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 total ABC of the project issued by a Local Universal or Local Commercial Bank. (See sample Bank Form per Annex II-A).</p>	



	CLASS “A” DOCUMENTS	
	<u>FOR JOINT VENTURE</u>	
	<p><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 JV pertinent to the project requirements.</i></p> <p><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></p>	
12.1 (a.2)	<p>a) <u>For Joint Ventures</u>, Bidder to submit either:</p> <ul style="list-style-type: none">i. Copy of the JOINT VENTURE AGREEMENT (JVA) in case the joint venture is already in existence, orii. 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. (Annex III) <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)]</p> <p><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></p> <p>b) Each JV Partner, must also submit the following:</p> <p><u>Local JV Partner</u></p> <ul style="list-style-type: none">(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;(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 equivalent document for Exclusive Economic Zones or Areas; <p>In case or 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 within the period prescribed by the concerned local government unit, provided that the renewed permit shall be submitted as a post-qualification requirement.</p> <ul style="list-style-type: none">(iii) Valid and Current Tax Clearance issued by Accounts Receivable Monitoring Division per Executive Order 398, Series of 2005	



(iv) Copy of Audited Financial Statements for **2018 and 2017** (in comparative form 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 be stamped "received"** by the Bureau of Internal Revenue (BIR) or its duly accredited and authorized institutions.

Foreign JV Partner

- (i) Valid and current certificate/license/authority to conduct/operate business issued by the regulatory authority in the country where the bidder is based;
- (ii) Valid and Current Tax Clearance per Executive Order 398, Series of 2005, and Revenue Memorandum Order No. 46-2018 as finally reviewed and approved by the BIR of the Philippines.
- (iii) Corporate Financial Statement or Annual Report for **2018 or 2017**.

NOTE:

The following Eligibility – Technical and Eligibility – Financial Documents may be submitted by only ONE of the parties to the JV:

- 1. Statement of 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. (**Annex I**);
- 2. 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 (**Annex I-A**)

“Similar contract” shall mean “Motor Vehicle”

Any of the following documents must be submitted/attached corresponding to listed completed largest contracts per Annex I-A:

- (a) Copy of End User's Acceptance; or
 - (b) Copy of Official Receipt/s; or
 - (c) Copy of Sales Invoice with Collection Receipt/s
- 3. Copy of Audited Financial Statements for **2018 and 2017** (in comparative form 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 be stamped “received”** by the Bureau of Internal Revenue (BIR) or its duly accredited and authorized institutions.

4. Duly signed Net Financial Contracting Capacity (NFCC) per **Annex II**, in accordance with ITB Clause 5.5.

OR

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. (Annex II-B)

*****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.**

OR

Submission of valid and current **PHILGEPS Certificate of Registration and Membership (Platinum Registration*)**

*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 including:

For Local JV Partner: Audited Financial Statements for **2018 AND 2017** (stamped received by the BIR or its duly accredited authorized institutions) together with the Platinum Registration

For Foreign JV Partner: Corporate Financial Statement or Annual Report for **2018 OR 2017**.

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. *“GPPB Circular 07-2017 dated 31 July 2017”*

For other required Class “A” Eligibility Documents, submission by any of the partner(s) constitutes collective compliance.



12.1 (b)	TECHNICAL DOCUMENTS									
(i)	<p>Duly signed and completed Technical Proposal Form. Bidder must use, accomplish and submit the Technical Proposal Form per attached:</p> <table border="1" data-bbox="316 416 1321 629"> <thead> <tr> <th data-bbox="316 416 786 465">DESCRIPTION</th> <th data-bbox="786 416 1321 465">ANNEX</th> </tr> </thead> <tbody> <tr> <td data-bbox="316 465 786 524">Item 1: 4x4 Pick Up</td> <td data-bbox="786 465 1321 524">Revised Annex IV- A</td> </tr> <tr> <td data-bbox="316 524 786 577">Item 2: 4x2 Pick Up</td> <td data-bbox="786 524 1321 577">Revised Annex IV- B</td> </tr> <tr> <td data-bbox="316 577 786 629">Item 3: Passenger Van</td> <td data-bbox="786 577 1321 629">Revised Annex IV- C</td> </tr> </tbody> </table>	DESCRIPTION	ANNEX	Item 1: 4x4 Pick Up	Revised Annex IV- A	Item 2: 4x2 Pick Up	Revised Annex IV- B	Item 3: Passenger Van	Revised Annex IV- C	
DESCRIPTION	ANNEX									
Item 1: 4x4 Pick Up	Revised Annex IV- A									
Item 2: 4x2 Pick Up	Revised Annex IV- B									
Item 3: Passenger Van	Revised Annex IV- C									
(ii)	Completed and signed DENR-RO1 Terms of Reference per Revised Annex V.									
(iii)	<p>Brochures (original or internet download) or Technical Data Sheet or equivalent document of the brand/model of the vehicles being offered showing compliance to the required technical specifications.</p> <table border="1" data-bbox="347 786 1374 976"> <thead> <tr> <th data-bbox="347 786 632 853">ITEM NO.</th> <th data-bbox="632 786 1374 853">DESCRIPTION</th> </tr> </thead> <tbody> <tr> <td data-bbox="347 853 632 898">1</td> <td data-bbox="632 853 1374 898">4x4 Pick-up</td> </tr> <tr> <td data-bbox="347 898 632 943">2</td> <td data-bbox="632 898 1374 943">4x2 Pick-up</td> </tr> <tr> <td data-bbox="347 943 632 976">3</td> <td data-bbox="632 943 1374 976">Passenger Van</td> </tr> </tbody> </table> <p><i>Note: If not in English, must be subject to requirement per Clause 11 of the Instructions to Bidders.</i></p>	ITEM NO.	DESCRIPTION	1	4x4 Pick-up	2	4x2 Pick-up	3	Passenger Van	
ITEM NO.	DESCRIPTION									
1	4x4 Pick-up									
2	4x2 Pick-up									
3	Passenger Van									
(iv)	<p>FOR DISTRIBUTORS OR DEALERS:</p> <ul style="list-style-type: none"> • Certification that the brand of the vehicle being offered has been in the Philippine Market for the last fifteen (15) years per Annex VI. • Valid and current Certificate of Distributorship/Dealership of the motor vehicle being offered, issued by the principal or manufacturer of the product (if Bidder is not the manufacturer). <p>If not issued by manufacturer, must also submit certification/ document linking bidder to the manufacturer.</p> <p><i>Note: If not in English, must be subject to requirement per Clause 11 of the Instructions to Bidders.</i></p>									
(v)	Deleted									
(vi)	<p>List of Authorized Service Center/s within Region I (with available spare parts, indicating address, telephone & fax numbers, email address and contact person).</p> <p>In the event of closure of business, termination of franchisee/ service center, the supplier shall notify the DENR-RO1 and PITC accordingly of the new service centers with telephone numbers and address who can provide the needed parts, supplies and service;</p>									
(vii)	Certificate of Performance Evaluation (Annex VII) with a rating of at least Very Satisfactory , issued by the Single Largest Completed Contract Client of the bidder per Annex I-A;									



(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>													
(ix)	<p>Omnibus Sworn Statements using the form prescribed (Annex VIII).</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>													
ENVELOPE 2: FINANCIAL DOCUMENTS														
13.1 (a)	<p>Completed and signed Financial Bid Form. Bidder must use, accomplish and submit Financial Bid Form hereto attached as follows:</p> <table border="1" data-bbox="244 1019 1425 1207"> <thead> <tr> <th>ITEM</th> <th>DESCRIPTION</th> <th>ANNEX</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>4x4 Pick-up</td> <td>IX - A</td> </tr> <tr> <td>2</td> <td>4x2 Pick-up</td> <td>IX - B</td> </tr> <tr> <td>3</td> <td>Passenger Van</td> <td>IX - C</td> </tr> </tbody> </table> <p>The ABC is inclusive of VAT. Any proposal with a financial component exceeding the ABC shall not be accepted.</p>	ITEM	DESCRIPTION	ANNEX	1	4x4 Pick-up	IX - A	2	4x2 Pick-up	IX - B	3	Passenger Van	IX - C	
ITEM	DESCRIPTION	ANNEX												
1	4x4 Pick-up	IX - A												
2	4x2 Pick-up	IX - B												
3	Passenger Van	IX - C												
<p>Note:</p> <ol style="list-style-type: none"> 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. In order to facilitate efficiency in evaluating all the documents submitted by the prospective bidder/supplier, we encourage all prospective bidders to put tabs in all documents to be submitted with the same number as indicated in this Eligibility, Technical and Financial Documents checklist. 														