



BIDS AND AWARDS COMMITTEE I

Supplemental/Bid Bulletin No. 1

PROCUREMENT OF SUPPORT AND MAINTENANCE OF E2M (ELECTRONIC-TO-MOBILE) APPLICATION FOR THE BUREAU OF CUSTOMS (BOC)

**Bid Reference No. GPG-B1-2019-108 Rebid
(Previous Bid Reference No. GPG-B1-2018-463)**

Approved Budget for the Contract: ₱ 19,142,419.60

This **Supplemental/Bid Bulletin No. 1** is being issued to further clarify, modify and amend the provisions in the Bidding Documents.

A. AMENDMENT TO THE BIDDING DOCUMENTS:

Section III. Bid Data Sheet	
From	To
12.1 (b) Technical Documents	
xxx... (ii) Duly signed, conformed and completed Technical Bid Form (<u>Annex V-A</u>). xxx...	xxx... (ii) Duly signed, conformed and completed Technical Bid Form (Revised Annex V-A). xxx...
29.2 Post Qualification Documents	
xxx... 3. Present the original copy of the following eligibility documents xxx... d. End-User Acceptance Certificate for the Single Largest Completed Contract listed per Annex I-A, as applicable. xxx...	xxx... 3. Present the original copy of the following eligibility documents xxx... d. End-User Acceptance Certificate, Official Receipt or Collection Receipt with Sales Invoice for the Single Largest Completed Contract listed per Annex I-A, as applicable. xxx...
Section VI. Bidding Forms	
<u>Annex V-A</u> – Technical Bid Form Line 4 - Contractor to provide at least three (3) technical support personnel available <u>24 x 76</u> , with at least one (1) personnel on-site during office hours (as specified in pertinent sections of the Terms of Reference). Footer: <u>Section VII. Post Qualification Documents</u>	Revised Annex V-A – Technical Bid Form Line 4 - Contractor to provide at least three (3) technical support personnel available 24 x 7 , with at least one (1) personnel on-site during office hours (as specified in pertinent sections of the Terms of Reference). Footer: Section VI. Bidding Documents

Please use the attached **Revised Annex V-A** together with all other required documents for the Bid Opening on **05 April 201, Friday, 9:00 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 Any provisions in the Bidding Documents inconsistent herewith is hereby amended, modified and superseded accordingly.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 18th day of March 2019 in Makati City.

Reviewed and approved by:

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

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

(Sgd.) MYRA CHITELLA T. ALVAREZ
Member

CHRISTABELLE P. EBRIEGA
Member

(Sgd.) DAVID A. INOCENCIO
Member

JOEL S. RODRIGUEZ
Alternate Member

Concurred by:

MGEN DONATO B SAN JUAN (RET)
Provisional BAC Member, BOC

(Sgd.) MGEN JOB S YUCOCO (RET)
Alternate BAC Provisional Member, BOC

PLEASE USE THIS BID FORM. DO NOT RETYPE OR ALTER

Revised Annex V-A (Page 1 of 5)

PHILIPPINE INTERNATIONAL TRADING CORPORATION

PROCUREMENT OF SUPPORT AND MAINTENANCE OF E2M (ELECTRONIC-TO-MOBILE) APPLICATION FOR THE BUREAU OF CUSTOMS (BOC)

**Bid Reference No. GPG-B1-2019-108 Rebid
(Previous Bid Ref. No. GPG-B1-2018-463)**

Approved Budget for the Contract: ₱ 19,142,419.60

TECHNICAL BID FORM

PHILIPPINEINTERNATIONALTRADINGCORPORATIONPHILIPPINEINTERNATIONALTRADINGCORPORATIONPHILIPPINEINTERNATIONALTRADINGCORPORATION

INSTRUCTION TO THE BIDDER: Indicate **"COMPLY"** (per line item) if proposal meets 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)	Support and Maintenance of E2M (Electronic-to-Mobile) Application for the Bureau of Customs (BOC) per Terms of Reference dated 19 October 2018	
2)	Project Completion Period:	
	Activity	Completion Period / Timeframe
	1. Inception Reporting, Utilization Assessment, Initial Application Update, Support & Maintenance	Within 90 calendar days upon receipt of Notice to Proceed (NTP)
	2. Database Update / ASYCUDA Update, Archiving, Training, User Migration, Support & Maintenance	Within 180 calendar days upon receipt of Notice to Proceed (NTP)
	3. Oracle Migration, ASYCUDA Disconnection, Support and Maintenance	Within 270 calendar days upon receipt of Notice to Proceed (NTP)

BIDDER'S UNDERTAKING

I/We, the undersigned bidder, having examined the Bidding Documents including Bid Bulletins, as applicable, hereby OFFER 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 2 of 4)

PHILIPPINE INTERNATIONAL TRADING CORPORATION

PROCUREMENT OF SUPPORT AND MAINTENANCE OF E2M (ELECTRONIC-TO-MOBILE) APPLICATION FOR THE BUREAU OF CUSTOMS (BOC)

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Approved Budget for the Contract: P 19,142,419.60

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Line No.	PROJECT REQUIREMENTS	Bidder's Statement of Compliance	
2)	Continuation:		
	Project Completion Period:		
	Activity		Completion Period / Timeframe
	4. Continuing Applications Update / Improvements, including Risk Management, Analytics reporting, Automated Bonds Management, other required functionalities, Offence Database, SO Class Version Upgrade, Support and Maintenance		Within 360 calendar days upon receipt of Notice to Proceed (NTP)
	5. Continuing Support and Maintenance		Within 720 calendar days upon receipt of Notice to Proceed (NTP)

BIDDER'S UNDERTAKING

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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.

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Name & Designation (in print)

Date

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Revised Annex V-A (Page 3 of 5)

PHILIPPINE INTERNATIONAL TRADING CORPORATION

PROCUREMENT OF SUPPORT AND MAINTENANCE OF E2M (ELECTRONIC-TO-MOBILE) APPLICATION FOR THE BUREAU OF CUSTOMS (BOC)

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Line No.	PROJECT REQUIREMENTS	Bidder's Statement of Compliance
3)	Project Site: Bureau of Customs (BOC) ICT Center, Gate 3, South Harbor, Port Area, Manila	
4)	Contractor to provide at least three (3) technical support personnel available 24 x 7 , with at least one (1) personnel on-site during office hours (as specified in pertinent sections of the Terms of Reference).	

BIDDER'S UNDERTAKING

I/We, the undersigned bidder, having examined the Bidding Documents including Bid Bulletins, as applicable, hereby OFFER 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.

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Date

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Revised Annex V-A (Page 4 of 5)

PHILIPPINE INTERNATIONAL TRADING CORPORATION

PROCUREMENT OF SUPPORT AND MAINTENANCE OF E2M (ELECTRONIC-TO-MOBILE) APPLICATION FOR THE BUREAU OF CUSTOMS (BOC)

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INSTRUCTION TO THE BIDDER: Indicate **"COMPLY"** (per line item) if proposal meets 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.	OTHER REQUIREMENTS	Bidder's Statement of Compliance
5)	Bidder has no overdue deliveries or unperformed services intended for PITC and BOC	
6)	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

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Date

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Revised Annex V-A (Page 5 of 5)

PHILIPPINE INTERNATIONAL TRADING CORPORATION

PROCUREMENT OF SUPPORT AND MAINTENANCE OF E2M (ELECTRONIC-TO-MOBILE) APPLICATION FOR THE BUREAU OF CUSTOMS (BOC)

**Bid Reference No. GPG-B1-2019-108 Rebid
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INSTRUCTION TO THE BIDDER: Indicate **"COMPLY"** (per line item) if proposal meets 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.	REQUIREMENTS IF AWARDED THE CONTRACT	Bidder's Statement of Compliance
7)	Contractor to provide the support and updating services for the Electronic-To-Mobile (E2M) Application of the Bureau of Customs (BOC). The Contractor shall guarantee that software development and quality assurance processes use best practices, which shall be demonstrated and proven by the Contractor during and after the performance of said process.	
8)	Contractor to submit the names of the project personnel to the Bureau of Customs (BOC) prior to the implementation stage.	
9)	Contractor to conduct training to the relevant BOC teams, including, but not limited to MISTG personnel for two to three weeks with a maximum of twenty (20) attendees. Training Plan including description of topics shall be submitted to BOC prior to the conduct of training.	

BIDDER'S UNDERTAKING

I/We, the undersigned bidder, having examined the Bidding Documents including Bid Bulletins, as applicable, hereby OFFER 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

PITC BIDS AND AWARDS COMMITTEE I		
REVISED CHECKLIST OF REQUIREMENTS FOR BIDDERS		
Name of Company:		
Project:	PROCUREMENT OF SUPPORT AND MAINTENANCE OF E2M (ELECTRONIC-TO-MOBILE) APPLICATION FOR THE BUREAU OF CUSTOMS (BOC)	
Bid Ref. No.	Bid Reference No: GPG-B1-2019-108 Rebid (Previous Bid Reference No. GPG-B1-2018-463)	
APPROVED BUDGET FOR THE CONTRACT: ₱ 19,142,419.60		
Ref. No.	Particulars	
ENVELOPE 1: ELIGIBILITY AND TECHNICAL DOCUMENTS		
12.1 (a)	ELIGIBILITY DOCUMENTS	
a.1	For Local Bidder	
	CLASS "A" DOCUMENTS	
(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 per Executive Order 398, Series of 2005 and Revenue Memorandum Order No.46-2018.	
(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;	

	<p><u>OR</u></p> <p>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.</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>	
(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. (Annex I) ;	
(vi)	<p>Statement of Single Largest Completed Contract similar to the contract to be bid within last five (5) years from date of Submission and receipt of bids amounting to at least fifty percent (50%) of the ABC of the project (Annex I-A): “Similar” contract shall refer to contracts pertaining to development and maintenance of software application.</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 (b) Copy of Official Receipt/s; or (c) Copy of Collection Receipt with Sales Invoice</p>	
(vii)	<p>Duly signed Net Financial Contracting Capacity (NFCC) per Annex II, in accordance with ITB Clause 5.5 OR Committed Line of Credit per Annex II-A</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"> 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. 2. The value of all outstanding or uncompleted contracts refers to those listed in Annex I. 3. The detailed computation must be shown using the required formula provided above. 4. The NFCC computation must at least be equal to the ABC of the project. <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 ABC of the project issued by a Local Universal or Local Commercial Bank. The amount of the committed Line of</p>	

	Credit MUST BE MACHINE VALIDATED. (See sample Bank Form per Annex II-A).	
a.2	For Foreign Bidder	
	If documents submitted are not in English, Clause 11 of Instruction to Bidders must be applied.	
(i)	Valid and current certificate / license / authority to conduct/operate business issued by the regulatory authority in the country where the Manufacturer is based. (If not in English, must be translated to English pursuant to Clause 11 of the Instructions to Bidders.)	
(ii)	Valid and Current Tax Clearance per Executive Order 398, Series of 2005 and Revenue Memorandum Order No.46-2018.	
(iii)	<p>Corporate Financial Statements or Annual Report for 2017 or 2016. OR Submission of valid and current PHILGEPS Certificate of Registration and Membership (Platinum Registration*) together with Annex A in lieu of (Items (i), (ii) and (iii)) Eligibility Documents.</p> <p><i>*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.</i></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>	
(iv)	Statement of all ongoing government and private contracts (including contracts awarded but not yet started) (Annex I);	
(v)	<p>Statement of Single Largest Completed Contract similar to the contract to be bid within last five (5) years from date of Submission and receipt of bids amounting to at least fifty percent (50%) of the ABC of the project (Annex I-A):</p> <p>“Similar” contract shall refer to contracts pertaining to development and maintenance of software application.</p> <p>Any of the following documents must be submitted/attached corresponding to listed completed largest contract per Annex I-A:</p> <p>(a) Copy of End User’s Acceptance; or (b) Copy of Official Receipt/s;</p>	
(vi)	<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 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</p>	

	<p>bid.</p> <p>Notes:</p> <ol style="list-style-type: none"> 1. The values of the bidder's current assets and current liabilities shall be based on the latest Corporate Financial Statements or Annual Report. 2. The value of all outstanding or uncompleted contracts refers to those listed in Annex I. 3. The detailed computation must be shown using the required formula provided above. 4. The NFCC computation must at least be equal to the ABC of the project. <p>OR</p> <p>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 MUST BE MACHINE VALIDATED. (See sample Bank Form per Annex II-A).</p>	
	<p>Class "B" Document: (For Joint Venture)</p>	
	<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>	
	<p>a) For Joint Ventures, Bidder to submit either:</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. (Annex III)</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) of the 2016 Revised IRR of RA 9184]</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 submit the following:</p>	
	<p><u>Local JV Partner</u></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>	

	(iii) Valid and Current Tax Clearance per Executive Order 398, Series of 2005 and Revenue Memorandum Order No.46-2018.	
	(iv) Copy of each of the following Audited Financial Statements for 2017 and 2016 (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 have stamped “received” by the Bureau of Internal Revenue (BIR) or its duly accredited and authorized institutions.	
	<u>Foreign JV Partner</u>	
	(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.	
	(iii) Corporate Financial Statement or Annual Report for 2017 or 2016.	
	<u>OR</u>	
	Submission of valid and current PHILGEPS Certificate of Registration and Membership (Platinum Registration*) together with Annex A in lieu of the 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. 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”.	
	<i>The following Eligibility – Technical and Eligibility – Financial Documents may be submitted by only ONE 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 (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 of the item being bid (Annex I-A); “Similar” contract shall refer to contracts pertaining to development and maintenance of software application. Any of the following documents must be submitted/attached corresponding to the 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 Collection Receipt with Sales Invoice (for local JV Partner)	
	<p>3. Duly signed Certificate of Net Financial Contracting Capacity (NFCC) per Annex II, in accordance with ITB Clause 5.5 OR Committed Line of Credit per Annex II-A.</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 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"> 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. 2. The value of all outstanding or uncompleted contracts refers to those listed in Annex I. 3. The detailed computation must be shown using the required formula provided above. 4. The NFCC computation must at least be equal to the ABC of the project. <p>OR</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 MUST BE MACHINE VALIDATED. (See sample Bank Form per Annex II-A).</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>	
b)	TECHNICAL DOCUMENTS	
(i)	<p>Bid security must be issued in favor of the PHILIPPINE INTERNATIONAL TRADING CORPORATION (PITC) in any of the following forms:</p> <ol style="list-style-type: none"> 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 	
(ii)	Duly signed, conformed and completed Technical Bid Form (Revised Annex V-A).	
(iii)	Duly signed and conformed Terms of Reference (Annex V-B).	
(iv)	Copy of Standard Service Level Agreement (SLA)	
(v)	Certificate of Performance Evaluation (Annex VI) showing a rating of at least Very Satisfactory, issued by the Bidder's client for the Single Largest Completed Contract (Annex I-A):	

(vi)	<p>FOR FOREIGN BIDDERS: To submit the following:</p> <p>a) Valid and Current Written Appointment of the Philippine-based company (as local representative of foreign supplier) issued by the foreign bidder. The written appointment must include detailed scope of responsibility of the local representative. In case the foreign bidder allow payment to be received on their behalf by their local representative company, the Written Appointment shall include an express provision authorizing said local representative company to receive/accept such payment.</p> <p>b) Secretary's Certificate (for Corporation) or Special Power of Attorney (for Sole Proprietor) of the Philippine-based Representative Company indicating the name and specimen signature of the authorized representative/s thereof including address, telephone number, fax number and email address;</p>	
(vii)	<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>	
(viii)	<p>Omnibus Sworn Statements using the form prescribed. (Annex VII)</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>	
	<p>ENVELOPE 2: FINANCIAL DOCUMENTS</p>	
13.1	<p>Completed and signed Financial Bid Forms. Bidder must use, accomplish and submit Financial Bid Form (Annex VIII).</p> <p>The ABC is inclusive of VAT. Any proposal with a financial component exceeding the ABC shall not be accepted.</p>	
<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.</p>		