



**BIDS AND AWARDS COMMITTEE I**

**Supplemental/Bid Bulletin No. 1  
SUPPLY AND DELIVERY OF BRAND NEW CATERPILLAR ELECTRONIC TECHNICIAN  
(ET) DIAGNOSTIC LAPTOP FOR THE  
PHILIPPINE COAST GUARD (PCG)**

**Bid Reference No. GPG-B1-2019-537 REBID**  
(Previous Bid Reference No. GPG-B1-2019-074)

**Approved Budget for the Contract: ₱ 1,599,500.00**

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

**A) AMENDMENT TO BIDDING DOCUMENTS:**

FROM	TO
<b>SECTION III. BID DATA SHEET (BDS)</b>	
<b>Clause 10.1</b>	
<p>Prospective bidders may request for clarifications on any part of the Bidding Documents. Such request must be in writing and submitted to the Procuring Entity at the following to at least ten (10) calendar days before the deadline set for the submission and receipt of bids.</p> <p>CHAIR Bids and Awards Committee I Philippine International Trading Corporation (PITC) 5/F, NDC Building, 116 Tordesillas St., Salcedo Village, 1227 Makati City Email: <a href="mailto:chairbac1@pitc.gov.ph">chairbac1@pitc.gov.ph</a>, <a href="mailto:pitcbac1@gmail.com">pitcbac1@gmail.com</a> Telefax: 8892-2149</p> <p>Note: Maximum size of email with attachment is six (6) MB only.</p>	<p>Prospective bidders may request for clarifications on any part of the Bidding Documents. Such request must be in writing and submitted to the Procuring Entity at the following to at least ten (10) calendar days before the deadline set for the submission and receipt of bids.</p> <p>CHAIR Bids and Awards Committee I Philippine International Trading Corporation (PITC) 5/F, NDC Building, 116 Tordesillas St., Salcedo Village, 1227 Makati City Email: <a href="mailto:chairbac1@pitc.gov.ph">chairbac1@pitc.gov.ph</a> Telefax: 8892-2149</p> <p>Note: Maximum size of email with attachment is six (6) MB only.</p>
<b>Clause 12.1</b>	
<p>...XXX...</p> <p>(ii) Duly signed, conformed and completed Technical Bid Form. Bidder must use, accomplish and submit the Technical Bid Form attached as <u>Annex V</u>.</p> <p>...XXX...</p>	<p>...XXX...</p> <p>(iii) Duly signed, conformed and completed Technical Bid Form. Bidder must use, accomplish and submit the Technical Bid Form attached as <u>Revised Annex V</u>.</p> <p>...XXX...</p>

FROM	TO
<b>SECTION VI. BIDDING FORMS</b>	
...XXX... <u>Annex V – Technical Bid Form</u> ...XXX...	...XXX... <u>Revised Annex V – Technical Bid Form</u>  <i>(Please use the attached Revised Annex V).</i> ...XXX...

Please use the attached **Revised Annex V** together with all other required documents for the Bid Opening on **11 December 2019, Wednesday, 4:00PM.** Please use the **Revised Checklist** of requirements as reference.

This **Supplemental/Bid Bulletin 1** shall form part of the Bidding Documents. Any provisions in the Bidding Documents inconsistent herewith is hereby amended, modified and superseded accordingly.

For guidance and information of all concerned.

Issued this **4<sup>th</sup> December 2019** in Makati City.

**Reviewed and Approved by:**

**(Sgd)CHRISTABELLE P. EBRIEGA**  
Chairperson, Bids and Awards Committee - I

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

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

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

**(Sgd)JOEL S. RODRIGUEZ**  
Member

**Concurred by:**

**(Sgd)CDR JOSE RONNIE T. ONG JR**  
BAC Provisional Member - PCG

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

**Revised Annex V (page 1 of 5)**

**PHILIPPINE INTERNATIONAL TRADING CORPORATION**

**SUPPLY AND DELIVERY OF BRAND NEW CATERPILLAR ELECTRONIC TECHNICIAN (ET) DIAGNOSTIC LAPTOP FOR THE PHILIPPINE COAST GUARD (PCG)**

**Bid Ref No. GPG-B1-2019-537 REBID**  
(Previous Bid Reference No. GPG-B1-2019-074)

**Approved Budget for the Contract – ₱ 1,599,500.00**

**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"**.

<b>Line No:</b>	<b>Project Requirements</b>	<b>Bidder's Statement of Compliance</b>
1)	Brand New Caterpillar Electronic Technician (ET) Diagnostic Laptop per Technical Specifications and Project Requirements under <b>PCG</b> Terms of Reference dated <b>12 November 2019</b> attached as <b>Annex V-A</b> .	

<b>ITEM</b>	<b>Please Indicate the Brand and Model Number Being Offered:</b>
<b>LAPTOP</b>	

<b>Line No:</b>	<b>OTHER REQUIREMENTS</b>	<b>Bidder's Statement of Compliance</b>
2)	Bidder has no overdue deliveries or unperformed services intended for <b>PITC</b> and <b>PCG</b> .	
3)	Bidder did not participate as a consultant in the preparation of the design or technical specification of the <b>GOODS</b> 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**

**Revised Annex V (page 2 of 5)**

**PHILIPPINE INTERNATIONAL TRADING CORPORATION**

**SUPPLY AND DELIVERY OF BRAND NEW CATERPILLAR ELECTRONIC TECHNICIAN (ET) DIAGNOSTIC LAPTOP FOR THE PHILIPPINE COAST GUARD (PCG)**

**Bid Ref No. GPG-B1-2019-537 REBID**  
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**Approved Budget for the Contract – ₱ 1,599,500.00**

**TECHNICAL BID FORM**

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**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"**.

<b>Line No:</b>	<b>ADDITIONAL REQUIREMENTS TO BE PROVIDED BY THE SUPPLIER IF DECLARED SINGLE/ LOWEST CALCULATED BID (SCB/LCB)</b>	<b>Bidder's Statement of Compliance</b>
1)	<ul style="list-style-type: none"><li>• Presentation of the actual brand and model of the <b>item/s</b> being offered within fourteen (14) calendar days from receipt of Notice of SCB/LCB for validation of compliance to PCG Specifications.</li><li>• Equipment may be brand new or already in used, complete with software and accessories for product presentation.</li></ul>	

**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.

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**Name of Company (in print)**

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**Signature of Company Authorized Representative**

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

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

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

**Revised Annex V (page 3 of 5)**

**PHILIPPINE INTERNATIONAL TRADING CORPORATION**

**SUPPLY AND DELIVERY OF BRAND NEW CATERPILLAR ELECTRONIC TECHNICIAN (ET) DIAGNOSTIC LAPTOP FOR THE PHILIPPINE COAST GUARD (PCG)**

**Bid Ref No. GPG-B1-2019-537 REBID**  
(Previous Bid Reference No. GPG-B1-2019-074)

**Approved Budget for the Contract – ₱ 1,599,500.00**

**TECHNICAL BID FORM**

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**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.	REQUIREMENTS IF AWARDED THE CONTRACT	Bidder's Statement of Compliance
5)	Delivery Period	
	Delivery Place	
6)	Final Testing/ Acceptance	

**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 (page 4 of 5)**

**PHILIPPINE INTERNATIONAL TRADING CORPORATION  
SUPPLY AND DELIVERY OF BRAND NEW CATERPILLAR ELECTRONIC TECHNICIAN (ET)  
DIAGNOSTIC LAPTOP FOR THE PHILIPPINE COAST GUARD (PCG)**

**Bid Ref No. GPG-B1-2019-537 REBID**  
(Previous Bid Reference No. GPG-B1-2019-074)

**Approved Budget for the Contract – ₱ 1,599,500.00**

**TECHNICAL BID FORM**

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Line No.	REQUIREMENTS IF AWARDED THE CONTRACT		Bidder's Statement of Compliance
7)	Supplier must provide two (2) years free subscription for CAT ET software for the utilization of CAT Electronic Engines aboard PCG vessels.		
8)	Warranty Period	<ul style="list-style-type: none"><li>At least one (1) year on parts and service. Warranty Period shall commence from issuance of Certificate of Final Acceptance.</li></ul>	
9)	Packaging per Unit	<ul style="list-style-type: none"><li>Manufacturer's Standards suitable for shipment and storage.</li></ul>	
10)	Operations/ Maintenance Manual	<ul style="list-style-type: none"><li>Bidder must provide ORIGINAL and HARD COPY of Operator's and Maintenance Service Manual in ENGLISH LANGUAGE on or before 100 calendar days upon delivery.</li><li>One (1) set manual per unit of Laptop and Software.</li></ul>	
11)	Training	<ul style="list-style-type: none"><li>Supplier shall provide training to at least Eight (8) PCG Personnel for five (5) days guided with the course requirement and outlines (for CAT Engine) per <b>Annex V-A</b>.</li><li>All expenses shall for the account of the supplier.</li></ul>	

**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.

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**Name of Company (in print)**

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**Signature of Company Authorized Representative**

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**Name & Designation (in print)**

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

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

**Revised Annex V (page 5 of 5)**

**PHILIPPINE INTERNATIONAL TRADING CORPORATION  
SUPPLY AND DELIVERY OF BRAND NEW CATERPILLAR ELECTRONIC TECHNICIAN (ET)  
DIAGNOSTIC LAPTOP FOR THE PHILIPPINE COAST GUARD (PCG)**

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Line No.	REQUIREMENTS IF AWARDED THE CONTRACT		Bidder's Statement of Compliance
12)	Replacement of Defective Items	a. The Supplier shall replace any newly delivered unit found to be defective and with failures b. Replacement shall be made within fifteen (15) calendar days after receipt of Notice from PITC. c. All expenses shall be for the account of the Supplier. 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.	
13)	Licenses/ Permits PER EQUIPMENT	Supplier shall be responsible for securing the required permits / licenses, if any, for the importation and delivery of the items to the site.	
14)	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.		

**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.

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**Name of Company (in print)**

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**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:** **SUPPLY AND DELIVERY OF BRAND NEW CATERPILLAR ELECTRONIC TECHNICIAN (ET) DIAGNOSTIC LAPTOP FOR THE PHILIPPINE COAST GUARD (PCG)**  
**Bid Ref. No.** **GPG-B1-2019-537 REBID**  
(Previous Bid Reference No. GPG-B1-2019-074)

**APPROVED BUDGET FOR THE CONTRACT: ₱ 1,599,500.00**

Ref. No.	Particulars	
<b>ENVELOPE 1: ELIGIBILITY AND TECHNICAL DOCUMENTS</b>		
<b>12.1 (a)</b>	<b><u>ELIGIBILITY DOCUMENTS</u></b>	
	<b>CLASS "A" DOCUMENTS</b>	
<b>12.1 (a.1.)</b>	<b><u>ELIGIBILITY DOCUMENTS</u></b>	
(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 <b>OR</b> 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 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 per Executive Order 398 and Revenue Memorandum Order No. 46-2018.	
(iv)	Copy of Audited Financial Statements for <b>2018 and 2017</b> (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.	
<b><u>OR</u></b>		
Submission of valid and current <b>PHILGEPS Certificate of Registration and Membership (Platinum Registration*) together with Annex A</b> in lieu of items (i), (ii), (iii) and (iv) above.		
<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 opts 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>		
(v)	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. <b>(Annex I)</b> .	



(vi)	<p>Statement of Single Largest Completed Contract of similar nature within the last <b>five (5) years</b> from date of submission and receipt of bids equivalent to at least <b>fifty percent (50%)</b> of the total ABC (<b>Annex I-A</b>).</p> <p>“Similar contract” shall mean <b>Marine Equipment</b>.</p> <p>Any of the following documents must be submitted/attached corresponding to the listed completed largest contracts per <b>Annex I-A</b>:</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) Sales Invoice and Collection Receipt</li> </ul>	
(vii)	<p>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</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 ongoing contracts, including awarded contracts yet to be started, coinciding with the contract to be bid.</p> <p><b>Notes:</b></p> <ol style="list-style-type: none"> <li>1. For Local Bidders: 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. (See sample Bank Form per <b>Annex II-A</b>).</p>	
<b>Class “B” Document: (For Joint Venture)</b>		
	<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. 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><b>a) For Joint Ventures, Bidder to submit either:</b></p> <ul style="list-style-type: none"> <li>(i) Copy of the JOINT VENTURE AGREEMENT (JVA) in case the joint venture is already in existence, or</li> <li>(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>)</li> </ul> <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 <b>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>	
b)	Each JV Partner, must also submit the following: <b><u>Local JV Partner</u></b>	
(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 <b>OR</b> 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 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 per Executive Order 398 and Revenue Memorandum Order No. 46-2018.	
(iv)	Copy of Audited Financial Statements for <b>2018 and 2017</b> (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.	
<b><u>Foreign JV Partner</u></b>		
(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 and Revenue Memorandum Order No. 46-2018.	
(iii)	Corporate Financial Statement or Annual Report for <b>2018 or 2017</b> .	
<p><b><u>OR</u></b></p> <p>Submission of valid and current <b>PHILGEPS Certificate of Registration and Membership (Platinum Registration*) together with Annex A.</b></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 including:</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> <p><b><i>For other required Class "A" Eligibility Documents, submission by any of the partner(s) constitutes collective compliance.</i></b></p>		

**NOTE:**

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

- A. 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).
- B. 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 **Marine Equipment**.

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

- i. Copy of End User’s Acceptance; or
  - ii. Copy of Official Receipt/s; or
  - iii. Copy of Sales Invoice with Collection Receipt/s
- C. Copy of Audited Financial Statements for **2018 and 2017** (in comparative form or separate reports):
    - i. Independent Auditor’s Report;
    - ii. Balance Sheet (Statement of Financial Position); and
    - iii. 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.

- D. 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-A).

**\*\* 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.**

(b)	<b>TECHNICAL DOCUMENTS</b>														
(i)	<p>(i) <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> <table border="1" data-bbox="376 421 1461 685"> <thead> <tr> <th data-bbox="376 421 817 539" rowspan="2">DESCRIPTION</th> <th data-bbox="817 421 1086 539" rowspan="2">TOTAL ABC (VAT Inclusive) (₱)</th> <th colspan="2" data-bbox="1086 421 1461 477">Bid Security</th> </tr> <tr> <th data-bbox="1086 477 1272 539">2% of ABC</th> <th data-bbox="1272 477 1461 539">5% of ABC</th> </tr> </thead> <tbody> <tr> <td data-bbox="376 539 817 685">SUPPLY AND DELIVERY OF BRAND NEW CATERPILLAR ELECTRONIC TECHNICIAN (ET) DIAGNOSTIC LAPTOP FOR THE PHILIPPINE COAST GUARD (PCG)</td> <td data-bbox="817 539 1086 685">1,599,500.00</td> <td data-bbox="1086 539 1272 685">31,990.00</td> <td data-bbox="1272 539 1461 685">79,975.00</td> </tr> </tbody> </table>				DESCRIPTION	TOTAL ABC (VAT Inclusive) (₱)	Bid Security		2% of ABC	5% of ABC	SUPPLY AND DELIVERY OF BRAND NEW CATERPILLAR ELECTRONIC TECHNICIAN (ET) DIAGNOSTIC LAPTOP FOR THE PHILIPPINE COAST GUARD (PCG)	1,599,500.00	31,990.00	79,975.00	
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(ii)	Duly signed, conformed and completed <b>Technical Bid Form</b> . Bidder must use, accomplished and submit the Technical Bid Form attached as <b>Revised Annex V</b> .														
(iii)	Duly signed/conformed <b>PCG Terms of Reference</b> attached as <b>Annex V-A</b> .														
(v)	<p>Product Brochure and/or Technical Data Sheet for of the brand/model of the <b>Software and Laptop</b> being offered showing compliance to the technical specifications.</p> <p><i>Note: If not in English, must be subject to requirement per Clause 11 of the Instructions to Bidders</i></p>														
(vi)	Valid and Current Certificate of <b>Distributorship/Dealership/Resellership</b> of the <b>Software</b> being offered, issued by the principal or manufacturer of the product (if Bidder is not the manufacturer). If the certificate is not issued by the manufacturer, bidder must also present an appropriate document showing the relationship between the manufacturer and the issuing company.														
(vii)	Valid and current <b>ISO</b> Certification in the name of the manufacturer of the <b>Software</b> being offered issued by an Independent Certifying Agency. The ISO Certification must cover the manufacture/design or production of the item subject to this Bid Project														
(viii)	Valid and current Certification of Original Equipment Manufacturer (OEM) issued by the manufacturer that the <b>Software</b> being offered are original/genuine ( <i>this requirement can be waived if the Bidder is an authorized dealer</i> ).														
(ix)	<p>List of Authorized Service Center/s for the <b>Laptop</b> within the Philippines (indicating address, contact numbers and email address).</p> <p>In the event of closure of business, termination of franchisee/ service center, the supplier shall notify the PCG and PITC accordingly of the new service centers with telephone numbers and address who can provide the needed parts, supplies and service.</p>														
(x)	Certificate of Performance Evaluation ( <b>Annex VI</b> ) with a rating of <b>Very Satisfactory</b> issued by the Single Largest Completed Contract/s Client/s of the bidder per submitted <b>Annex I-A</b> .														

(xi)	<p>Proof of Authority of the bidder's authorized representative/s:</p> <ol style="list-style-type: none"> <li>1. <b>FOR SOLE PROPRIETORSHIP (IF OWNER OPTS TO APPOINT A REPRESENTATIVE):</b> Duly notarized Special Power of Attorney</li> <li>2. <b>FOR CORPORATIONS, COOPERATIVE OR THE MEMBERS OF THE JOINT VENTURE:</b> Duly notarized Secretary's Certificate evidencing the authority of the designated representative/s.</li> </ol> <p><b>IN THE CASE OF UNINCORPORATED JOINT VENTURE:</b> Each member shall submit a separate Special Power of Attorney and/or Secretary's Certificate evidencing the authority of the designated representative/s.</p>					
(xii)	<p><b>Omnibus Sworn Statements using the form prescribed. (Annex VII)</b></p> <ol style="list-style-type: none"> <li>a) Authority of the designated representative</li> <li>b) Non-inclusion in blacklist or under suspension status</li> <li>c) Authenticity of Submitted Documents</li> <li>d) Authority to validate Submitted Documents</li> <li>e) Disclosure of Relations</li> <li>f) Compliance with existing labor laws and standards</li> <li>g) Bidders Responsibilities</li> <li>h) Did not pay any form of consideration</li> </ol>					
<b>ENVELOPE 2: FINANCIAL DOCUMENTS</b>						
13.1	<p>Completed and signed Financial Bid Form.</p> <table border="1" data-bbox="379 909 1452 1093"> <thead> <tr> <th data-bbox="379 909 1072 969">DESCRIPTION</th> <th data-bbox="1072 909 1452 969">FINANCIAL BID FORM</th> </tr> </thead> <tbody> <tr> <td data-bbox="379 969 1072 1093">SUPPLY AND DELIVERY OF BRAND NEW CATERPILLAR ELECTRONIC TECHNICIAN (ET) DIAGNOSTIC LAPTOP FOR THE PHILIPPINE COAST GUARD (PCG)</td> <td data-bbox="1072 969 1452 1093" style="text-align: center;"><b>Annex VIII</b></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>	DESCRIPTION	FINANCIAL BID FORM	SUPPLY AND DELIVERY OF BRAND NEW CATERPILLAR ELECTRONIC TECHNICIAN (ET) DIAGNOSTIC LAPTOP FOR THE PHILIPPINE COAST GUARD (PCG)	<b>Annex VIII</b>	
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<p><b>Note:</b></p> <ol style="list-style-type: none"> <li>1. 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.</li> <li>2. 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.</li> </ol>						