



BIDS AND AWARDS COMMITTEE I

SUPPLEMENTAL BID BULLETIN NO. 3

SUPPLY AND DELIVERY OF ONE (1) LOT BRAND NEW KM450 SPARE PARTS FOR THE GENERAL HEADQUARTERS, ARMED FORCES OF THE PHILIPPINES (GHQ, AFP)

Bid Ref. No. MPG-BI-2018-218

Approved Budget for the Contract - ₱ 2,444,724.04

This **Supplemental Bid Bulletin No. 3** is being issued to clarify, modify and amend items/specifications in the Bidding Documents.

FROM	TO
Section III. Bid Data Sheet (BDS)	
B. Technical Documents	
vi. Certification of Filing or Non-Filing of Cases (Annex V-C)	DELETED
Section VI. Bidding Forms	
Annex V-C	DELETED

Bidders are advised to submit all required documents during the **Submission and Opening of Bids on 12 July 2018, 11:00 AM**. Please use the **3rd Revised Checklist of Requirements as reference**.

This **Supplemental Bid Bulletin No. 3** 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 Any provisions in the Bidding Documents inconsistent herewith is hereby amended, modified and superseded accordingly.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 4th day of July 2018 in Makati City.

Reviewed and Approved by:

(Sgd) ATTY. MA. VICTORIA C. MAGCASE
Chairperson

ATTY. MARIA GUDELIA C. GUESE
Vice-Chairperson

(Sgd)CHRISTABELLE P. EBRIEGA
Member

(Sgd) DAVID A. INOCENCIO
Member

(Sgd) MYRA CHITELLA T. ALVAREZ
Member

Concurred by:

(Sgd) COL FERNANDO V FELIPE PA
GHQ, AFP- Provisional Member

(PLEASE RETURN OR FAX THIS PORTION ONLY TO THE PITC BAC-1)

Received by : (PLS SIGN) _____

Bidder's Name: (PLS PRINT) _____

Date : _____

PITC BIDS AND AWARDS COMMITTEE I

3rd REVISED CHECKLIST OF REQUIREMENTS

Name of Company : _____

Project: **SUPPLY AND DELIVERY OF ONE (1) LOT BRAND NEW KM450 SPARE PARTS FOR THE GENERAL HEADQUARTERS, ARMED FORCES OF THE PHILIPPINES (GHQ, AFP)**

Bid Ref No.: **MPG-BI-2018-218**

Approved Budget (ABC): **₱ 2,444,724.04**

Per Bid Docs Item No.	Particulars	
	CERTIFICATION ON ELIGIBILITY	

ENVELOPE 1: ELIGIBILITY AND TECHNICAL DOCUMENTS

In accordance with Clause 19.4 of the Instructions to Bidders, the bid, except for the unamended printed literature, shall be signed, and each and every page thereof shall be initialed, by the duly authorized representative/s of the Bidder.

ELIGIBILITY (CLASS "A" DOCUMENTS)

12.1 a (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;	
12.1 a (ii)	Valid and current Business/Mayor's Permit for 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 case 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;	
12.1 a (iii)	Valid and Current Tax Clearance issued by Accounts Receivable Monitoring Division per Executive Order 398, Series of 2005, as finally reviewed and approved by the BIR;	
12.1 a (iv)	Copy of Audited Financial Statements for 2017 and 2016 (in comparative form or separate reports): <ul style="list-style-type: none"> (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.	

OR

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) above.

*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 the Audited Financial Statements for 2017 and 2016 (stamped received by the BIR or its duly accredited and authorized institution) together with the Platinum Registration.

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. *"GPPB Circular 07-2017 dated 31 July 2017"*

12.1 a.1 (v)	Statement of all ongoing government and private contracts including contract awarded but not yet started), if any whether similar or not in nature and complexity to the contract to be bid. (Annex I);	
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12.1 a.1 (vi)	<p>Statement of Single Largest Completed Contract similar to the contract to be bid within the last five (5) years from the date of submission and receipt of bids amounting to at least twenty five Percent (25%) of the ABC of the project. (Annex I-A)</p> <p>“Similar contract” shall mean Spare Parts for KM450 and KM250.</p> <p>Any of the following documents must be attached in Annex I-A:</p> <ul style="list-style-type: none"> • Copy of End User’s Acceptance; or • Copy of Official Receipt/s; or • Copy of Sales Invoice with Collection Receipt/s 						
12.1 a.1 (vii)	<p>Duly signed Certificate of NFCC (Annex II-A) in accordance with ITB Clause 5.5 or Committed Line of Credit (Annex II-B)</p> <table border="1" data-bbox="373 551 1238 663"> <thead> <tr> <th>ABC</th> <th>NFCC must at least equal to (Php)</th> <th>Committed Line of Credit (Php)</th> </tr> </thead> <tbody> <tr> <td>2,444,724.04</td> <td>2,444,724.04</td> <td>244,472.40</td> </tr> </tbody> </table> <p><i>*Customs Duties and taxes for the account of GHQ, AFP.</i> <i>**Must be issued by a Local Universal or Local Commercial Bank.</i></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-A.</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 phrase “the values of the bidder’s current assets and current liabilities” shall be based on the data submitted to the BIR, which refers to the values of the current assets and current liabilities reflected in the Annual Income Tax Return and Audited Financial Statements. 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 	ABC	NFCC must at least equal to (Php)	Committed Line of Credit (Php)	2,444,724.04	2,444,724.04	244,472.40
ABC	NFCC must at least equal to (Php)	Committed Line of Credit (Php)					
2,444,724.04	2,444,724.04	244,472.40					
12.1 b.1 (vii)	<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. (Annex II-B)</p>						
<p><u>a.2 ELIGIBILITY DOCUMENTS FOR FOREIGN MANUFACTURERS AND ITS PHILIPPINE BASED REPRESENTATIVE</u></p>							
<p>a.2.1 For Foreign Manufacturers</p>							
12.1 a.2.1 (i)	Valid and current certificate/license/authority to conduct/operate business issued by the regulatory authority in the country where the bidder is based;						
12.1 a.2.1 (ii)	Valid and Current Tax Clearance issued by Accounts Receivable Monitoring Division per Executive Order 398, Series of 2005, as finally reviewed and approved by the BIR;						
12.1 a.2.1 (iii)	Corporate Financial Statements or Annual Report for 2017 or 2016.						

OR

Submission of valid and current **PhilGEPS Certificate of Registration and Membership (Platinum Registration*)** in lieu of items (i), (ii), and (iii) above.

*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 the Financial Statements or Annual Report for 2017 or 2016 (stamped received by the BIR or its duly accredited and authorized institution) together with the Platinum Registration.

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

12.1 a.2.1 (iv) 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)**;

12.1 a.2.1 (v) 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 amounting to at least twenty five percent (25%) of the ABC of this project. **(Annex I-A)**

“Similar contract” shall mean Spare Parts for KM450 and KM250.
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

12.1 a.2.1 (vi) Duly signed Certificate of NFCC **(Annex II-A)** in accordance with ITB Clause 5.5 or committed Line of Credit **(Annex II-B)**

ABC (PhP)	NFCC must be at least equal to (PhP)	Committed Line of Credit (PhP)
2,444,724.04	2,444,724.04	244,472.40

*Customs Duties and Taxes for the account of GHQ, AFP.

** Must be issued by a Local Universal or Local Commercial Bank.

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-A**.

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.

Notes:

1. The phrase “the values of the bidder’s current assets and current liabilities” shall be based on the data submitted to the BIR, which refers to the values of the current assets and current liabilities reflected in the Annual Income Tax Return and Audited Financial Statements.
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 above.
4. The NFCC computation must at least be equal to the ABC of the project.

OR

b) Should the bidder opt to submit a committed Line of Credit, it must be at least 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. (Annex II-B)**

CLASS “B” DOCUMENTS (For Joint Venture)

a) For Joint Ventures, Bidder to submit either:

- (i) **Joint Venture Agreement (JVA)** in case the joint venture is already in existence, **OR**
- (ii) **Copy of Protocol/Undertaking of Agreement to Enter into Joint Venture (Annex III)** in case the joint venture is not yet in existence.

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]

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.

b) For Joint Venture partner must submit the following:

Local JV Partner

- (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 the equivalent document for Exclusive Economic Zones or Areas;

In case 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 issued by Accounts Receivable Monitoring Division per Executive Order 398, Series of 2005, as finally reviewed and approved by the BIR.
- (iv) Copy of 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.

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 issued by Accounts Receivable Monitoring Division per Executive Order 398, Series of 2005, as finally reviewed and approved by the BIR.
- (iii) Corporate Financial Statement or Annual Report for 2017 or 2016.

OR

Submission of valid and current **PHILGEPS Certificate of Registration and Membership (Platinum Registration*)** together with **Annex A**.

*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 2017 and 2016 (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 2017 or 2016.

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. “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.

TECHNICAL DOCUMENTS

12.1. Bid security in any of the following forms:

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

Description	Qty	ABC (PhP) (DAP)	Bid Security (Php)	
			2% of ABC	5% of ABC
Various KM450 Spare Parts	1 lot	2,444,724.04	48,894.48	122,236.20

* Customs Duties and Taxes for the account of GHQ, AFP

** Must be issued by a Local Universal or Local Commercial Bank.

Notes:

- (a) The Cashier’s/Manager’s Check shall be issued by a Local Universal or Commercial Bank.
- (b) The Bank Draft/Guarantee or Irrevocable Letter of Credit shall be issued by a Local Universal or Local Commercial Bank.
- (c) Should bidder opt to submit a Surety Bond as Bid Security, the surety bond must conform with the following:
 - (1) Issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such bond. Together with the surety bond, a copy of a valid Certification from Insurance Commission must be submitted by the bidder which must state that the surety or insurance company is specifically authorized to issue surety bonds.
 - (2) Callable upon demand
 - (3) **Must specify the grounds for forfeiture of bid security as stated in Section II, ITB Clause 18.5, to wit:**
 - **IF A BIDDER:**
 - (i) withdraws its bid during the period of bid validity specified in ITB Clause 17;
 - (ii) does not accept the correction of errors pursuant to ITB Clause 28.3(b);
 - (iii) has a finding against the veracity of any of the documents submitted as stated in ITB Clause 29.2; or
 - (iv) submission of eligibility requirements containing false information or falsified documents;
 - (v) submits bids that contain false information or falsified documents, or the concealment of such information in the bids in order to influence the outcome of eligibility screening or any other stage of the public bidding.
 - (vi) allowing the use of one’s name, or using the name of another for purposes of public bidding;

	<ul style="list-style-type: none"> (vii) withdrawal of a bid, or refusal to accept an award, or enter into contract with the Government without justifiable cause, after the Bidder had been adjudged as having submitted the Lowest Calculated and Responsive Bid; (viii) refusal or failure to post the required performance security within the prescribed time; (ix) refusal to clarify or validate in writing its bid during post-qualification within a period of seven (7) calendar days from receipt of the request for clarification (x) any documented attempt by a bidder to unduly influence the outcome of the bidding in his favor; (xi) failure of the potential joint venture partners to enter into the joint venture after the bid is declared successful; or (xii) all other acts that tend to defeat the purpose of the competitive bidding, such as habitually withdrawing from bidding, submitting late Bids or patently insufficient bid, for at least three (3) times within a year, except for valid reason. <p>▪ IF THE SUCCESSFUL BIDDER:</p> <ul style="list-style-type: none"> (xiii) fails to sign the contract in accordance with ITB Clause 32; or (xiv) fails to furnish performance security in accordance with ITB Clause 33. 					
12.1.b (ii)	<p>Completed and signed Technical Bid Form and other Technical Documents:</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td>Annex V-A</td> <td>Revised Technical Bid form</td> </tr> <tr> <td>Annex V-A1</td> <td>Revised Technical Specifications</td> </tr> </table>	Annex V-A	Revised Technical Bid form	Annex V-A1	Revised Technical Specifications	
Annex V-A	Revised Technical Bid form					
Annex V-A1	Revised Technical Specifications					
12.1.b (iii)	<p>Hard copy or print of Technical Manual or Part List/ Catalogue indicating the Part Number of the Spare Parts showing compliance to the required Technical Specifications for all the items. All other pages of the catalogue may be submitted in electronic copy. Technical Manual or Part List indicating the Part Number of the Spare Parts showing compliance to the required Technical Specifications for all the items.</p> <p>Internet downloads may be included to supplement the information contained in the original brochures.</p>					
12.1.b (iv)	<p>For Manufacturer: Certification that the Bidder is the Manufacturer of the item being bid for. (Annex V-B)</p> <p>For Distributorship/Dealership/Resellership: Valid and Current Certificate of Distributorship/ Dealership/Resellership of the item 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.</p>					
12.1.b (v)	<p>Valid and Current ISO Registration Certificate (or equivalent) issued by an independent certifying agency in the name of the manufacturer of the item.</p>					
12.1.b (vi)	<p>For Foreign Manufacturer</p> <p>(vii.a) Valid and Current Written Appointment of the Philippine based company (as local representative of foreign manufacturer) issued by the foreign bidder.</p> <p>The written appointment must include detailed scope of responsibility of the local representative.</p> <p>(vii.b) Duly Notarized authorization of the Philippine Based Company's representative (e.g. Secretary's Certificate for Corporation, Special Power of Attorney for Sole Proprietor) with specimen signature of the authorized representative to transact with PITC including address, telephone number, fax number and email address.</p>					

12.1.b (vii)	<p>Proof of Authority of the designated representative/s for purposes of the bidding.</p> <p>a. Duly notarized Special Power of Attorney – For Sole Proprietorship if owner opts to designate a representative/s; OR</p> <p>b. Duly notarized Secretary’s Certificate evidencing the authority of the designated representative/s, issued by the corporation, cooperative or the members of the joint venture.</p> <p>Provided that 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 representatives for purposes of this bidding</p>	
12.1.b (viii)	<p>Omnibus Sworn Statement (Annex VI).</p> <p>(a) Authority of the designated representative with corresponding proof of authorization;</p> <p>(b) Non-inclusion in the Blacklist nor Under Suspension Status by Any Agency or Government Instrumentality;</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 COMPONENT		
13.1 (a)	<p>Completed and signed Financial Bid Forms Annex VII</p> <p>Detailed Financial Bid Form Annex VII-A</p>	

Note:

1. In case of inconsistency between the Checklist of Requirements for bidders and the provisions in the Instructions to Bidders and Bid Data Sheet, the Instructions to Bidders and Bid Data Sheet shall prevail.
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.