



BIDS AND AWARDS COMMITTEE I

SUPPLEMENTAL BID BULLETIN NO. 1

**SUPPLY AND DELIVERY OF 480 PIECES BRAND NEW HEAVY DUTY CADET CHAIRS
FOR THE PHILIPPINE MILITARY ACADEMY (PMA)**

Bid Reference No. MPG-BI-2019-329

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

A. AMENDMENT TO THE BIDDING DOCUMENTS

FROM		TO	
Submission and Opening of Bid Documents			
03 April 2020, 1:00PM		17 July 2020, 1:00PM	
Section III. :Bid Data Sheet (BDS) (a) Eligibility Documents			
12.1	<p>(a) ELIGIBILITY DOCUMENTS</p> <p>(i) xxx (ii) xxx (iii) xxx (iv) xxx (v) xxx (vi) 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 equivalent to atleast <u>twenty-five percent (25%)</u> of the total ABC of the items being bid (Annex I-A)</p> <p>“Similar” contract shall mean furniture <u>Any of the following documents must be submitted/attached corresponding to listed completed largest contract 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 Receipts</p> <p>(vii) Duly signed Certificate of Net Financial Contracting Capacity (NFCC) per Annex II-A in accordance with ITB Clause 5.5 OR Committed Line of Credit per Annex II-B</p> <p>(b) Class “B” Document: (For Joint Venture) The Participating entities...</p> <p>1. For Joint Ventures, Bidder to submit either:</p> <p>(i) xxx (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>xxx...</p>	12.1	<p>(a) ELIGIBILITY DOCUMENTS</p> <p>(i) xxx (ii) xxx (iii) xxx (iv) xxx (v) xxx (vi) 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 equivalent to atleast fifty percent (50%) of the total ABC of the items being bid (Revised Annex I-A)</p> <p>“Similar” contract shall mean furniture <u>Any of the following documents must be submitted/attached corresponding to listed completed largest contract per Revised 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 Receipts</p> <p>(vii) Duly signed Certificate of Net Financial Contracting Capacity (NFCC) per Revised Annex II-A in accordance with ITB Clause 5.5 OR Committed Line of Credit per Revised Annex II-B</p> <p>(b) Class “B” Document: (For Joint Venture) The Participating entities...</p> <p>1. For Joint Ventures, Bidder to submit either:</p> <p>(i) xxx (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. (Revised Annex III)</p> <p>xxx...</p>



Section III. Bid Data Sheet (BDS) (b) Eligibility Documents

<p>12.1 (b) TECHNICAL DOCUMENTS</p> <p>(i) xxx</p> <p>(ii) Completed and Signed Technical Bid Form and other Technical Documents</p> <table border="1" style="width: 100%;"> <tr> <td style="width: 20%;">Annex V-A</td> <td>Technical Bid Form (3 pages)</td> </tr> <tr> <td>Annex V-A1</td> <td>Technical Specifications (4 Pages)</td> </tr> <tr> <td>Annex V-A2</td> <td>Test Parameters (2 Pages)</td> </tr> <tr> <td>Annex V-A3</td> <td>Test Criteria (1 Page)</td> </tr> </table> <p>(iii) xxx</p> <p>(iv) Bidder's Certification on Product Development. (Annex V-C)</p> <p>(v) xxx</p> <p>xxx...</p>	Annex V-A	Technical Bid Form (3 pages)	Annex V-A1	Technical Specifications (4 Pages)	Annex V-A2	Test Parameters (2 Pages)	Annex V-A3	Test Criteria (1 Page)	<p>12.1 (b) TECHNICAL DOCUMENTS</p> <p>(i) xxx</p> <p>(ii) Completed and Signed Technical Bid Form and other Technical Documents</p> <table border="1" style="width: 100%;"> <tr> <td style="width: 20%;">Annex V-A</td> <td>Technical Bid Form (3 pages)</td> </tr> <tr> <td>Annex V-A1</td> <td>Technical Specifications (4 Pages)</td> </tr> <tr> <td>Annex V-A2</td> <td>Test Parameters (2 Pages)</td> </tr> <tr> <td>Annex V-A3</td> <td>Test Criteria (1 Page)</td> </tr> <tr> <td>Annex V-A4</td> <td>Visual Inspection (2 Pages)</td> </tr> </table> <p>(iii) xxx</p> <p>(iv) Bidder's Certification on Product Development. (Revised Annex V-C)</p> <p>(v) xxx</p> <p>xxx...</p>	Annex V-A	Technical Bid Form (3 pages)	Annex V-A1	Technical Specifications (4 Pages)	Annex V-A2	Test Parameters (2 Pages)	Annex V-A3	Test Criteria (1 Page)	Annex V-A4	Visual Inspection (2 Pages)
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Bidders are advised to use and submit the attached **Revised Annex I-A, Revised Annex II-A, Revised Annex II-B, Revised Annex III, Annex V-A4 and Revised Annex V-C** together with the other required documents for the Submission and Opening of Bid Documents on **17 July 2020, 1:00PM**. Also, 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 guidance and information of all concerned.

Issued this 7th day of July 2020 in Makati City.

Reviewed and Approved by:

(SGD) CHRISTABELLE P. EBRIEGA
Chairperson, Bids and Awards Committee – I

(SGD) ATTY. MA. GUDELIA C. GUESE
Vice Chairperson

(SGD) MYRA CHITELLA T. ALVAREZ
Member

DAVID A. INOCENCIO
Member

(SGD) JOEL S. RODRIGUEZ
Member

ATTY. MITZELL ARTHUR R. MAGDAONG
Alternate Member

Concurred by:

(SGD) LTC EVANGELINE M ESPAÑOLA (PROF)
PMA Provisional Member

(PLEASE RETURN OR FAX THIS PORTION ONLY TO THE PITC BAC-I)	
Received by :	(PLS SIGN) _____
Bidder's Name:	(PLS PRINT) _____
Date :	_____



Revised Annex I-A

(Bidder's Company Letterhead)

**SUPPLY AND DELIVERY OF 480 PIECES BRAND NEW
HEAVY DUTY CADET CHAIRS
FOR THE PHILIPPINE MILITARY ACADEMY (PMA)**

Bid Ref. No. MPG-BI-2019-329

Approved Budget for the Contract – P1,680,000.00

**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 FIFTY
PERCENT (50%) OF THE ABC OF THE ITEM BEING BID FOR**

NAME OF CLIENT	NAME OF THE CONTRACT	DATE OF THE CONTRACT	KINDS OF GOODS	AMOUNT OF CONTRACT	DATE OF DELIVERY	Please attach any of the ff: a) Official Receipt No. & Date b) End User's Acceptance with Date OR c) Collection Receipt with Sales Invoice

CERTIFIED CORRECT:

Name & Signature of Authorized Representative

Position

Date



Revised Annex II-A

(Bidder's Company Letterhead)

**SUPPLY AND DELIVERY OF 480 PIECES BRAND NEW
HEAVY DUTY CADET CHAIRS
FOR THE PHILIPPINE MILITARY ACADEMY (PMA)**

Bid Ref. No. MPG-BI-2019-329

Approved Budget for the Contract – P1,680,000.00

**CERTIFICATE OF NET FINANCIAL CONTRACTING CAPACITY
(Please show figures at how you arrived at the NFCC)**

This is to certify that our **Net Financial Contracting Capacity (NFCC)** is **Philippine Pesos**

(**₱** _____) which is at least equal to the total ceiling price we are bidding. The amount is computed as follows:

CA	=	Current Assets	₱
Less:			-
CL	=	Current Liabilities	
		Sub-Total 1	₱
			X 15
		Sub-Total 2	₱
Less:			-
C	=	value of all outstanding or uncompleted portions of the projects under on-going contracts, including awarded contracts yet to be started coinciding with the contract for this Project	₱
		NFCC	₱

Issued this _____ day of _____, 2020.

Name & Signature of Authorized Representative

Position

Date

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 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 sum ABC of the item bid for.



**Revised Annex II-B
Sample Form**

(Name of Bank)

COMMITTED LINE OF CREDIT

Date: _____

PHILIPPINE INTERNATIONAL TRADING CORPORATION

NDC Building, 116 Tordesillas St.
Salcedo Village, Makati City

CONTRACT/PROJECT : _____
 COMPANY/FIRM : _____
 ADDRESS : _____
 BANK/FINANCING INSTITUTION : _____
 ADDRESS : _____
 AMOUNT : _____

This is to certify that the above Bank/Financing Institution with business address indicated above, has granted the (Supplier/Distributor/Manufacturer/Contractor), a credit line in the amount specified above which shall be used to finance the performance of the above-mentioned contract.

The credit line shall be available from (date of bid submission) and such line of credit shall be maintained until issuance of Certificate of Acceptance of the goods/services subject of the Contract/project by the joint PITC and PMA Representatives.

This Certification is being issued in favor of said (Supplier/Distributor Manufacturer/ Contractor) in connection with the bidding requirement of the Philippine International Trading Corporation for the above-mentioned Contract/Project. We are aware that any false statements issued by us will make us liable for perjury.

This committed line of credit cannot be terminated or cancelled without the prior written approval of Philippine International Trading Corporation.

Name and Signature of Authorized Financing Institution Office

Official Designation

Concurred by:

Name & Signature of (Supplier/Distributor/Manufacturer/Contractor's) Authorized Representative

Official Designation

SUBSCRIBED AND SWORN TO BEFORE ME this _____ day of _____ at _____, Philippines.
Affiant exhibited to me his/her competent Evidence of Identity (as defined by the 2004 Rules on Notarial Practice _____ issued _____ at _____, Philippines.

NOTARY PUBLIC

Doc. No. : _____
Page No. : _____
Book No. : _____
Series of : _____



**SUPPLY AND DELIVERY OF 480 PIECES BRAND NEW
HEAVY DUTY CADET CHAIRS
FOR THE PHILIPPINE MILITARY ACADEMY (PMA)**

Bid Ref. No. MPG-BI-2019-329

Approved Budget for the Contract – P1,680,000.00

PROTOCOL/UNDERTAKING OF AGREEMENT TO ENTER INTO JOINT VENTURE

This **PROTOCOL/UNDERTAKING OF AGREEMENT TO ENTER INTO JOINT VENTURE**,
executed by:

..... A sole proprietorship/partnership/corporation duly
organized and existing under and by virtue of the laws of the Philippines, with offices located at
....., , represented herein by its
....., , hereinafter referred to as
“.....”;

-and-

..... A sole proprietorship/partnership/corporation duly
organized and existing under and by virtue of the laws of the Philippines, with offices located at
....., , represented herein by its
....., , hereinafter referred to as
“.....”;

For submission to the **Bids and Awards Committee** of the **Philippine International Trading Corporation**, pursuant to **Section 23.1 (b)** of the Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

WITNESSETH That:

WHEREAS, the Parties desire to participate as a joint venture in the public bidding that will be conducted by the **Philippine International Trading Corporation** pursuant to Republic Act No. 9184 and its implementing rules and regulations, with the following particulars:

Bid Reference No.	
Name/Title of Procurement Project	
Approved Budget for the Contract	

NOW THEREFORE, in consideration of the foregoing, the Parties undertake to enter into a **JOINT VENTURE** and sign a **Joint Venture Agreement** relative to their joint cooperation for this bid project, in the event that their bid is successful, furnishing the **PITC BAC** a duly signed and notarized copy thereof within **ten (10) calendar days** from receipt of Notice of Award (as the case may be).



Revised Annex III
(Page 2 of 2)

For purposes of this bid project, and unless modified by the terms of the Joint Venture Agreement, the following party shall be the authorized representative of the JV:

JV Partner (Name of Company):

Authorized Representative of the JV Partner: (Per attached Secretary's Certificate)

Name

Designation

That furthermore, the parties agree to be bound jointly and severally under the said Joint Venture Agreement;

THAT Finally, failure on our part to enter into the Joint Venture and/or sign the Joint Venture Agreement for any reason after the Notice of Award has been issued by shall be a ground for non-issuance by PITC of the Notice to Proceed, forfeiture of our bid security and such other administrative and/or civil liabilities as may be imposed by PITC under the provisions of R.A. 9184 and its 2016 Revised IRR, without any liability on the part of PITC.

This Undertaking shall form an integral part of our Eligibility documents for the above-cited project.

IN WITNESS WHEREOF, the parties have signed this Protocol/Undertaking on the date first above-written.

JV Partner 1's Representative/Authorized Signatory

JV Partner 2's Representative/Authorized Signatory

[JURAT]

SUBSCRIBED AND SWORN TO BEFORE ME this _____ day of _____ at _____, Philippines. Affiant exhibited to me his/her competent Evidence of Identity (as defined by 2004 Rules on Notarial Practice issued _____ at _____, Philippines.

Doc. No. _____
Page No. _____
Book No. _____
Series of _____



HEADQUARTERS
PHILIPPINE MILITARY ACADEMY
 Fort General Gregorio H Del Pilar, Baguio City

Annex V-A4
Page 1 of 2

TEST PARAMETERS FOR VISUAL INSPECTION
HEAVY DUTY CADET CHAIR
02 MARCH 2020

TEST PARAMETERS	VISUAL EMPHASIS
Overall Dimension	Generally complies with the standard sample
Length	
Width	
Height (to Arm Rest)	
Height (to Seat Frame)	
Frame	
Seat Metal Frame Dimensions	Generally complies with the standard sample
Upholstery Steel Brace	<ul style="list-style-type: none"> • Fully welded to the main angle frame. • Welded part is free from sharp residue. • Coated with black QDE paint. • Free from any semblance of rust. • Free from paint smudges, stains or chip.
Legs	
Dimensions (Leg Spread)	Generally complies with the standard sample
Leg Steel Brace	<ul style="list-style-type: none"> • Fully welded to the main angle frame. • Welded part is free from sharp residue. • Coated with black QDE paint. • Free from any semblance of rust. • Free from paint smudges, stains or chip.
Woodworks and Upholstery	
Armrest	<ul style="list-style-type: none"> • Made of solid hard wood without any chip off, cracks or any broken portions. • Painted with gray semi-gloss latex. • Free from paint smudges, stains or chip. • Firmly bolted to steel plate. • Smooth and free from sharp edges.
Backrest	
Upholstery Seat	<ul style="list-style-type: none"> • Synthetic leather is properly fastened without any wrinkles on the seat top. • Goes back to the original form after the pressure is applied. • Free from any signs of tear. • Installed screws does not protrude through the leather when

Conforme:

Bidder's Company Name

Signature of Authorized Representative


Designation

Date



Annex V-A4
Page 2 of 2

<p>Nuts and Bolts</p> <p>Appearance</p> <p>Construction</p>	<p>depressed.</p> <ul style="list-style-type: none">• Free from paint smudges, stains or chip.• Synthetic leather is Gray in color (same as to sample) <ul style="list-style-type: none">• Free from sharp edges.• Firmly fixed and free from any motion.
<p>Main frame and Legs</p> <p>Socks</p> <p>Braces</p>	<ul style="list-style-type: none">• Fully welded to the main angle frame.• Welded part is free from sharp residue.• Coated with black QDE paint.• Free from any semblance of rust.• Free from paint smudges, stains or chip.• Firmly glued• No cracks or any broken portions. <ul style="list-style-type: none">• Fully welded to the main angle frame.• Welded part is free from any sharp residue.• Coated with black QDE paint.• Free from any semblance of rust.• Free from paint smudges, stains or chip.



OMAR S DUBAL
MAJ (OS) PA
TG4, HTG, PMA
END-USER

<p>Conforme:</p> <p>_____</p> <p>Bidder's Company Name</p> <p>_____</p> <p>Signature of Authorized Representative</p> <p>_____</p> <p>Designation</p> <p>_____</p> <p>Date</p>



(Company's Letterhead)

SUPPLY AND DELIVERY OF 480 PIECES BRAND NEW HEAVY DUTY CADET CHAIRS FOR THE PHILIPPINE MILITARY ACADEMY (PMA)

Bid Ref. No. MPG-BI-2019-329

Approved Budget for the Contract – P1,680,000.00

BIDDER'S CERTIFICATION ON PRODUCT DEVELOPMENT

I/We (Name), (Title or Capacity), the duly authorized representative/s of (Name of Company/Bidder) hereby certify that :

- 1. I/We, will not file or claim proprietary or exclusive manufacturing rights over the design and/or materials of the items being bid for AND hereby acknowledge that the Philippine Military Academy (PMA) end-user retains ownership over the same at all times. Violations hereof shall entitle the PMA or PITC to impose such sanctions as may be provided for under existing laws.
2. I/We or the duly authorized representative/s did not participate as a consultant in the preparation of the design or technical specifications of the GOODS subject of the bid.
3. I/We shall not make use of, distribute, or resell the product without the prior written approval of the Philippine Military Academy (PMA).

This Certification shall form part of the Technical Requirements for the aforesaid procurement project. Issued this ___ day of ___ 20__ in ___, Philippines.

Name of Company (Bidder)
Address
Tel. No./Fax

Full Name of Authorized Representative
Signature of Authorized Representative
E-mail Address



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

Name of Company: _____
 Project: **SUPPLY AND DELIVERY OF 480 PIECES BRAND NEW HEAVY DUTY CADET CHAIRS FOR THE PHILIPPINE MILITARY ACADEMY (PMA)**
 Bid Ref. No. **MPG-BI-2019-329**
 Approved Budget for the Contract: **₱ 1,680,000.00**

Per Bid Docs Item No.	Particulars
ENVELOPE 1: ELIGIBILITY AND TECHNICAL DOCUMENTS	
12.1 (a)	ELIGIBILITY DOCUMENTS
CLASS "A" DOCUMENTS	
12.1 (a.1.)	ELIGIBILITY 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 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, it shall be accepted 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 per Executive Order 398, Series of 2005 and Revenue Memorandum Order No. 46-2018, as finally reviewed and approved by the BIR;
12.1.a (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 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).



12.1.a (v)	Statement of all ongoing government and private contracts (including contracts awarded but not yet started) (Annex I)	
12.1.a (vi)	<p>Statement identifying the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid within the last five (5) years from date of submission and receipt of equivalent to at least fifty percent (50%) of the ABC;</p> <p>“Similar” contract shall mean Furniture</p> <p>Any of the following documents must be submitted/attached corresponding to listed completed largest contracts per Revised Annex I-A:</p> <ul style="list-style-type: none"> (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 (vii)	<p>Duly signed Certificate of Net Financial Contracting Capacity (NFCC) per Revised Annex II-A, in accordance with ITB Clause 5.5 OR Committed Line of Credit per Revised Annex II-B</p> <p>a) Should the bidder opts to submit NFCC, computation must be equal to the ABC of the project. The detailed computation using the required formula must be shown as provided for in Annex II.</p> <p>NFCC = [(Current assets minus current liabilities) (15)] minus the value of all outstanding or uncompleted portions of the projects under ongoing contracts, including awarded contracts yet to be started, coinciding with the contract to be bid.</p> <p>Notes:</p> <ol style="list-style-type: none"> 1. The phrase "the values of the bidder's current assets and current liabilities" shall be based on the data submitted to the BIR, through its Electronic Filing and Payment System (eFPS)", refers to the values of the current assets and current liabilities reflected in the Annual Income Tax Return and Audited Financial Statements filed through eFPS. 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 Credit MUST BE MACHINE VALIDATED. (See sample Bank Form per Revised Annex II-B)</p>	
Class “B” Document: (For Joint Venture)		
	<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>	



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.

a) For Joint Ventures, Bidder to submit either:

- (i) Copy of the 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 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)

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 of Award [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) Each JV Partner, must also 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;
- (iii) 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;
- (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 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 per Executive Order 398, Series of 2005 and Revenue Memorandum Order No. 46-2018, as finally reviewed and approved by the BIR;
- (iii) Corporate Financial Statement or Annual Report for **2018** or **2017**



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 **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

12.1.b (i)

TECHNICAL DOCUMENTS

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

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

Description	Qty	ABC (PhP) (VAT Inclusive)	Bid Security* (Php)	
			2% of ABC	5% of ABC
Heavy Duty Cadet Chairs	480 Pieces	1,680,000.00 (3,500/piece)	33,600.00	84,000.00

* 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;
 - (iii) fails to submit the requirements within the prescribed period or a finding against their veracity 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;
 - (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.
 - **IF THE SUCCESSFUL BIDDER:**
 - (xiii) fails to sign the contract in accordance with ITB Clause; or
 - (xiv) fails to furnish performance security in accordance with ITB Clause.



12.1.b (ii)	<p>Completed and signed Revised Technical Bid Form and Technical Specification:</p> <table border="1" data-bbox="284 320 1345 589"> <tr> <td>Annex V-A</td> <td>Technical Bid Form (3 pages)</td> </tr> <tr> <td>Annex V-A1</td> <td>Technical Specifications (4 pages)</td> </tr> <tr> <td>Annex V-A2</td> <td>Test Parameters (2 Pages)</td> </tr> <tr> <td>Annex V-A3</td> <td>Test Criteria (1 Page)</td> </tr> <tr> <td>Annex V-A4</td> <td>Visual Inspection (2 Pages)</td> </tr> </table>	Annex V-A	Technical Bid Form (3 pages)	Annex V-A1	Technical Specifications (4 pages)	Annex V-A2	Test Parameters (2 Pages)	Annex V-A3	Test Criteria (1 Page)	Annex V-A4	Visual Inspection (2 Pages)	
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Annex V-A3	Test Criteria (1 Page)											
Annex V-A4	Visual Inspection (2 Pages)											
12.1.b (iii)	<p>Certification that Bidder is the Manufacturer of the item being bid. (Annex V-B)</p>											
12.1.b (iv)	<p>Bidder's Certification on Product Development (Revised Annex V-C)</p>											
12.1.b (v)	<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;</p> <p>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 (vi)	<p>Omnibus Sworn Statements using the form prescribed. (Annex VI)</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>											



12.1 b (vii)	<p>Prototype Sample and Swatch Materials for post-qualification as follows:</p> <table border="1" data-bbox="309 280 1220 768"> <tr> <td>Prototype Samples:</td> <td>One (1) piece Heavy Duty Cadet Chair</td> </tr> <tr> <td>Swatch Materials:</td> <td></td> </tr> <tr> <td>Foam Cushion:</td> <td></td> </tr> <tr> <td>• Color:</td> <td>Any Shade of blue</td> </tr> <tr> <td>• Material:</td> <td>Foam Cushion with 28 + kg/cu.m density</td> </tr> <tr> <td>• Dimension:</td> <td>Minimum of 3 x 3 inches</td> </tr> <tr> <td>Synthetic Leather:</td> <td></td> </tr> <tr> <td>• Color:</td> <td>Steel Gray</td> </tr> <tr> <td>• Material:</td> <td>Synthetic leather / leatherette</td> </tr> <tr> <td>• Dimension:</td> <td>Minimum of 3 x 3 inches</td> </tr> <tr> <td>Wood:</td> <td></td> </tr> <tr> <td>• Color:</td> <td>Any</td> </tr> <tr> <td>• Material</td> <td>Hard wood</td> </tr> <tr> <td>• Dimension</td> <td>Minimum of 3 x 3 inches</td> </tr> </table> <p>Note:</p> <ol style="list-style-type: none"> All swatch materials to be submitted should be of one-piece cut. The materials utilized in the manufacture of the prototype samples must be the same as the swatch materials submitted. Otherwise, this will result in "Failed" technical bid All samples and swatch materials must be individually packed and duly labeled, placed in a sealed box/container with supplier's name and bid reference number. Mislabeling with result in "Failed" technical bid. All samples and prototype submitted during bid opening shall be deemed part of bidder's technical bid and shall be retained by PMA/PITC for reference purposes. Bidders cannot withdraw opened samples/prototypes submitted. 	Prototype Samples:	One (1) piece Heavy Duty Cadet Chair	Swatch Materials:		Foam Cushion:		• Color:	Any Shade of blue	• Material:	Foam Cushion with 28 + kg/cu.m density	• Dimension:	Minimum of 3 x 3 inches	Synthetic Leather:		• Color:	Steel Gray	• Material:	Synthetic leather / leatherette	• Dimension:	Minimum of 3 x 3 inches	Wood:		• Color:	Any	• Material	Hard wood	• Dimension	Minimum of 3 x 3 inches	
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ENVELOPE 2: FINANCIAL DOCUMENTS																														
13.1	<p>Completed and signed Financial Bid Form per Annex VII</p> <p>The ABC is inclusive of VAT. Any proposal with a financial component exceeding the ABC shall not be accepted.</p>																													

Notes:

- 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 prevail.**
- In order to facilitate efficiency in evaluating all the documents submitted by the prospective bidder/supplier, we encourage all prospective bidder to put tabs in all documents to be submitted with the same number as indicated in the Eligibility, Technical and Financial Documents checklist.**