



**BIDS AND AWARDS COMMITTEE I**

**SUPPLEMENTAL BID BULLETIN NO. 1**

**SUPPLY AND DELIVERY OF FORTY (40) UNITS BRAND NEW LAPTOP COMPUTER FOR THE PHILIPPINE AIR FORCE (PAF)**

**Approved Budget for the Contract – ₱1,160,000.00**

**Bid Reference No. MPG-BI-2019-511 Rebid  
(Previous Bid Ref. MPG-BI-2019-320)**

This **Supplemental Bid Bulletin No. 1** is being issued to further clarify, modify and amend the provisions in the Bidding Documents as discussed during the Pre-Bid Conference held last 08 November 2019.

**A. AMENDMENT TO THE BIDDING DOCUMENTS:**

FROM		TO										
27 November 2019, 3:00 PM		12 December 2019, 11:00 AM										
Section III. Bid Data Sheet (BDS)												
ITB Clause		ITB Clause										
12.1	ELIGIBILITY DOCUMENTS (Class "A" Documents)  a) ELIGIBILITY DOCUMENTS xxx..  b) TECHNICAL DOCUMENTS (i) xxx.. (ii) Duly signed and completed Technical Bid Form and Technical Specifications:  <table border="1"> <tr> <td><u>Annex V-A</u></td> <td>Technical Bid Form</td> </tr> <tr> <td><u>Annex V-A1</u></td> <td>Technical Specifications</td> </tr> </table>  (iii) xxx.. (iv) xxx.. (v) xxx.. (vi) xxx..  (vii) xxx xxx..	<u>Annex V-A</u>	Technical Bid Form	<u>Annex V-A1</u>	Technical Specifications	12.1	ELIGIBILITY DOCUMENTS (Class "A" Documents)  a) ELIGIBILITY DOCUMENTS xxx..  b) TECHNICAL DOCUMENTS (i) xxx.. (ii) Duly signed and completed Technical Bid Form and Technical Specifications:  <table border="1"> <tr> <td rowspan="2"><b>Revised Annex V-A</b></td> <td>Technical Bid Form <b>*To add Line No. 4 – Other Requirements *To add Line No. 6 – Additional Requirements to be provided by the Bidder, If Awarded the Contract</b></td> </tr> <tr> <td>Technical Specifications</td> </tr> <tr> <td><b>Revised Annex V-A1</b></td> <td>Technical Specifications</td> </tr> </table>  (iii) xxx.. (iv) xxx.. (v) xxx.. (vi) xxx..  <b>Additional Documents:</b>  (vii) <b>Certification from the brand new and product Manufacturer that the brand and product parts being offered will be available and serviceable for at least five (5) years after delivery and acceptance</b>  (viii) xxx.. xxx..	<b>Revised Annex V-A</b>	Technical Bid Form <b>*To add Line No. 4 – Other Requirements *To add Line No. 6 – Additional Requirements to be provided by the Bidder, If Awarded the Contract</b>	Technical Specifications	<b>Revised Annex V-A1</b>	Technical Specifications
<u>Annex V-A</u>	Technical Bid Form											
<u>Annex V-A1</u>	Technical Specifications											
<b>Revised Annex V-A</b>	Technical Bid Form <b>*To add Line No. 4 – Other Requirements *To add Line No. 6 – Additional Requirements to be provided by the Bidder, If Awarded the Contract</b>											
	Technical Specifications											
<b>Revised Annex V-A1</b>	Technical Specifications											



**Section V. Special Conditions of the Contract (SCC)**

<p>10.2</p>	<p>Payment is made through corporate check within fifteen (15) calendar days after FULL delivery and acceptance of all items indicated in the Contract and submission of all required documents. All payments are subject to applicable withholding taxes.</p> <p>Documentary requirements for payment are as follows:</p> <ol style="list-style-type: none"> <li>1) xxx..</li> <li>2) xxx..</li> <li>3) Original Warranty/Guaranty Certificate/s for the items issued in favor of the Philippine Air Force (PAF) for <u>two (2) years</u>. The Warranty shall cover full replacement of defective items, including labor, spare parts and materials, free of charge.</li> </ol> <p>xxx..</p>	<p>10.2</p>	<p>Payment is made through corporate check within fifteen (15) calendar days after FULL delivery and acceptance of all items indicated in the Contract and submission of all required documents. All payments are subject to applicable withholding taxes.</p> <p>Documentary requirements for payment are as follows:</p> <ol style="list-style-type: none"> <li>1) xxx..</li> <li>2) xxx..</li> <li>3) Original Warranty/Guaranty Certificate/s for the items issued in favor of the Philippine Air Force (PAF) for <b>one (1) year</b>. The Warranty shall cover full replacement of defective items, including labor, spare parts and materials, free of charge.</li> </ol> <p>xxx..</p>
<p>17.3</p>	<p>In this particular bidding, the warranty requirement is minimum of <u>two (2) years</u> from date of final acceptance of delivery in full (full replacement for defective items).</p> <p>The obligation for the warranty for the item being bid shall be covered either of the following:</p> <ol style="list-style-type: none"> <li>(a) Retention Money equivalent to five percent (5%) of the total contract or</li> <li>(b) Special Bank Guarantee equivalent to one percent (5%) of the total contract</li> </ol> <p>Retention of five percent (5%) of the total contract price will be withheld for one (1) year. However, retention money can be released provided a Special Guarantee or Standby LC issued by a local commercial bank equivalent to the 5% retention money is submitted and that the supplies delivered are free from patent and latent defects and all the conditions imposed under this Contract have been fully met.</p> <p><u>The remaining warranty shall be covered by a Paper Warranty.</u></p>	<p>17.3</p>	<p>In this particular bidding, the warranty requirement is minimum of <b>one (1) year</b> from date of final acceptance of delivery in full (full replacement for defective items).</p> <p>The obligation for the warranty for the item being bid shall be covered either of the following:</p> <ol style="list-style-type: none"> <li>(a) Retention Money equivalent to five percent (5%) of the total contract or</li> <li>(b) Special Bank Guarantee equivalent to one percent (5%) of the total contract</li> </ol> <p>Retention of five percent (5%) of the total contract price will be withheld for one (1) year. However, retention money can be released provided a Special Guarantee or Standby LC issued by a local commercial bank equivalent to the 5% retention money is submitted and that the supplies delivered are free from patent and latent defects and all the conditions imposed under this Contract have been fully met.</p>



**Section VI. Bidding Forms**

Annex V-A			Revised Annex V-A		
Line No.	Technical Specification	Bidder's Statement of Compliance	Line No.	Technical Specification	Bidder's Statement of Compliance
1.	Technical Specifications for Forty (40) Units Laptop Computer per <u>Annex V-A1</u>		1.	Technical Specifications for Forty (40) Units Laptop Computer per <b>Revised Annex V-A1</b>	
xxx...			Line No.	Other Requirements	Bidder's Statement of Compliance
			4.	Unit Model must be current and not in "End of Life" as reflected in the current product line found in the manufacturer's standard	
			xxx...		

Bidders must use and submit the **Technical Bid Form** per **Revised V-A** and **Technical Specifications** per **Revised Annex V-A1**, together with the other required documents for the Bid Opening on **12 December 2019, 11:00 AM**. 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 26<sup>th</sup> day of November 2019 in Makati City.

Reviewed and Approved by:

**CHRISTABELLE P. EBRIEGA**  
Chairperson, Bids and Awards Committee – I

**ATTY. MA. GUDELIA C. GUESE**  
Vice Chairperson

**MYRA CHITELLA T. ALVAREZ**  
Member

**DAVID A. INOCENCIO**  
Member



**JOEL S. RODRIGUEZ**  
Member

**ATTY. MITZELL ARTHUR R. MAGDAONG**  
Alternate Member

**Concurred by:**

**LTC GLEN MARK R CABALQUINTO PAF**  
PAF Provisional Member

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

Received by : (PLS SIGN) \_\_\_\_\_

Bidder's Name: (PLS PRINT) \_\_\_\_\_

Date : \_\_\_\_\_



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

Revised Annex V-A (Page 1 of 4)

**PHILIPPINE INTERNATIONAL TRADING CORPORATION  
SUPPLY AND DELIVERY OF FORTY (40) UNITS BRAND NEW  
LAPTOP COMPUTER FOR THE PHILIPPINE AIR FORCE (PAF)**

**APPROVED BUDGET FOR THE CONTRACT - ₱1,160,000.00**

**Bid Reference No. MPG-BI-2019-511 Rebid  
(Previous Bid Ref. MPG-BI-2019-320)**

**TECHNICAL BID FORM**

PHILIPPINEINTERNATIONALTRADINGCORPORATIONPHILIPPINEINTERNATIONALTRADINGCORPORATIONPHILIPPINEINTERNATIONALTRADINGCORPORATION

**INSTRUCTION TO THE BIDDER:** Indicate “COMPLY” (per line no.) under **Bidder’s Statement of Compliance** if bidder can meet the 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.	Minimum Technical Specifications	Bidder’s Statement of Compliance
1.	TECHNICAL SPECIFICATIONS FOR FORTY (40) UNITS LAPTOP COMPUTER PER ANNEX V-A1	

**PLEASE INDICATE THE BRAND AND MODEL NO.**

Line No.	Other Requirements	Bidder’s Statement of Compliance
2.	The bidder has no overdue deliveries nor unperformed services intended for PITC and the PAF	
3.	Bidder did not participate as a consultant in the preparation of the design or technical specification of the GOODS subject of the bid.	
4.	Unit model must be current and not in “End of Life” as reflected in the current product line found in the Manufacturer’s Standard	

**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



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Revised Annex V-A (Page 2 of 4)

**PHILIPPINE INTERNATIONAL TRADING CORPORATION**

**SUPPLY AND DELIVERY OF FORTY (40) UNITS BRAND NEW LAPTOP COMPUTER FOR THE PHILIPPINE AIR FORCE (PAF)**

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Line No.	Additional Requirements to be provided by the Bidder, If Awarded the Contract	Bidder's Statement of Compliance
5.	<p><b>Delivery</b></p> <ul style="list-style-type: none"> <li>• Delivery Period: Within Thirty (30) Calendar Days from receipt of Notice to Proceed (NTP)</li> <li>• Delivery Place: 4211<sup>th</sup> SMS, 420<sup>th</sup> SW, Clark Air Base, Pampanga</li> <li>• All deliveries must be done in the presence of PAF and PITC authorized representatives. The supplier must inform PITC account officer at least seven (7) days prior to the delivery of goods in delivery place/site. Failure to give due notice shall be a ground for non-acceptance of delivery.</li> <li>• Other than the delivery schedule stated, NO partial deliveries are allowed. Only Complete deliveries will be accepted.</li> <li>• Deliveries made for "safekeeping" purposes are NOT ALLOWED.</li> <li>• All expenses related to the delivery, inspection and acceptance shall be for the account of the supplier. There will be two (2) PITC representatives present during the inspection and acceptance of the items delivered.</li> </ul>	

**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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\_\_\_\_\_  
Name of Company (in print)

\_\_\_\_\_  
Signature of Company Authorized Representative

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

\_\_\_\_\_  
Date



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Revised Annex V-A (Page 3 of 4)

**PHILIPPINE INTERNATIONAL TRADING CORPORATION**

**SUPPLY AND DELIVERY OF FORTY (40) UNITS BRAND NEW LAPTOP COMPUTER FOR THE PHILIPPINE AIR FORCE (PAF)**

**APPROVED BUDGET FOR THE CONTRACT - ₱1,160,000.00**

**Bid Reference No. MPG-BI-2019-511 Rebid  
(Previous Bid Ref. MPG-BI-2019-320)**

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Line No:	Additional Requirements to be provided by the Bidder, If Awarded the Contract	Bidder's Statement of Compliance
6.	<p><b>Test and Acceptance Procedures</b></p> <p>a) For acceptance, all delivered items will be subjected to visual and functional inspections to be conducted by PAF and PITC Inspection Team</p> <p>b) The tests shall check the functionality of delivered item/s;</p> <p>c) The rating system that will be involved in the Acceptance Test will be <b>pass</b> or <b>fail</b> only;</p> <p>d) The acceptance test shall be composed of 100% completeness and visual inspection of all delivered GOODS, and 100% functional tests.</p> <p>e) In case one requirement is missing during the visual inspection, the Joint PITC and PAF Technical Inspection and Acceptance Committee shall decline acceptance of the GOODS being delivered.</p>	
7.	<p><b>User Manual:</b> Supplier shall provide Hard and Soft copy in English for each unit upon delivery for Laptop computer</p>	
8.	<p>Supplier shall be responsible for securing the required permits/licenses, if any, for the importation and delivery of the items to the site.</p>	

**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 4 of 4)

**PHILIPPINE INTERNATIONAL TRADING CORPORATION**

**SUPPLY AND DELIVERY OF FORTY (40) UNITS BRAND NEW  
LAPTOP COMPUTER FOR THE PHILIPPINE AIR FORCE (PAF)**

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Line No:	Additional Requirements to be provided by the Bidder, If Awarded the Contract	Bidder's Statement of Compliance
9.	<p><b>Replacement of Defective Items</b></p> <p>Within thirty (30) calendar days upon receipt of Notice of Defects from PITC/PAF, the supplier shall replace any newly delivered unit found to be defective</p>	
10.	<p><b>Warranty</b></p> <p>Warranty Certificate issued in favor of the Philippine Air Force (PAF) for minimum one (1) year from date of final acceptance. The Warranty shall cover full replacement of defective items, including labor, spare parts and materials, free of charge.</p>	
11.	<p>Supplier to submit proof of payment of Philippine taxes/duties for the importation of the items.</p>	

**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





**Revised Annex V-A1**



HEADQUARTER PHILIPPINE AIR FORCE  
 OFFICE OF THE ASSISTANT CHIEF OF AIR STAFF FOR COMMAND AND CONTROL  
 COMMUNICATION AND COMPUTER SYSTEMS (C4S), A-6  
 Colone Jesus Villamor Air Base, Pasay City

**LAPTOP COMPUTER**

L/I	Description	Specification
1	Processor	Minimum of Core i3 7th Generation or Higher
2	Chipset	Integrated Intel
3	Memory	Minimum of 4 GB DDR4 RAM or Higher
4	Hard Drive	Minimum of 1 TB HDD 2.5" 5400 RPM
5	Display	Minimum of 15.6" HD Monitor
6	Video Camera	640x480 resolution or higher
7	Audio	High Definition Audio System Built-in Speakers and Microphone
8	Battery	37wh 3490 mAh 10.8v 3 Cell Li-ion Battery Pack
9	Networking	LAN, WI-FI and Bluetooth connection
10	Standard I/O Ports	Minimum of 3 USB Ports (at least 1x USB 3.0) HDMI Display Port RJ-45 Ethernet Port SD Card Reader Headset Jack
11	Power	Battery and Adapter included
12	Operating System	Windows 10 Home or higher, 64-bit
13	Graphic Card	Integrated HD Graphics 620 with shared graphics memory
14	Pointing Device	Touchpad with two buttons
15	Card Reader	SD Card
16	Security	Pre-installed Anti-Virus 2019
17	Manufacturer's Warranty	1 Yr Premium support
18	Laptop Color	Black
19	Carry Case	Manufacturer's standard
L/I	Special Conditions	
1	Unit model must be current and not in "End of Life" as reflected in the current product line found in the manufacturer's official website/brochure.	
2	Certification from the Brand and product Manufacturer that the brand and product parts being offered will be available and serviceable for at least five (5) years after delivery and acceptance.	
3	The manufacturer brand must have a certified service center within the country and spare parts are available in the Philippines.	

Prepared by:

*[Signature]*  
 Gilbert S Argellano  
 Tsg PAF  
 Member, TWG

Certified by:

*[Signature]*  
 EDGAR V RIVERA  
 MAJ PAF  
 Ad-Hoc, Representative

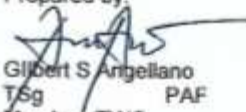
<b>Conforme:</b>
_____
Bidder's Company Name
_____
Signature of Authorized Representative
_____
Designation
_____
Date



Revised Annex V-A1

The test procedure for laptop computers should include but not limited to the following components

Component	Test Procedure	Requirement to Pass
Visual Test	All delivered items shall be subject for visual test at the delivery site	No major deformity found in the items
Processor	Execute a processor intensive operation where faults can be quantitatively measured using a test and measurement software	No Faults must be recorded during the duration of test.
Hard Drive	Execute a read test. Test should be executed a minimal of one time	Test should report no error
Motherboard	Test all onboard devices such as audio, LAN, video and USB keyboard and mouse	All devices should be working.
Monitor	Look for constantly dark or lit pixels	No significant deformity in the test
Optical Drive	Perform a read and write test	Test should report no errors
Chassis	Perform visual inspection	No deformity in the chassis and all screws are complete

Prepared by:  
  
 Gilbert S. Angellano  
 T/Sg PAF  
 Member, TWG

Certified by:  
  
 EDGAR V RIVERA  
 MAJ PAF  
 Ad-Hoc. Representative

**Conforme:**

\_\_\_\_\_

Bidder's Company Name

\_\_\_\_\_

Signature of Authorized Representative

\_\_\_\_\_

Designation

\_\_\_\_\_

Date



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

**Name of Company:** \_\_\_\_\_

**Project:** **SUPPLY AND DELIVERY OF FORTY (40) UNITS BRAND NEW LAPTOP COMPUTER FOR THE PHILIPPINE AIR FORCE (PAF)**

**Bid Ref. No.** **MPG-BI-2019-511 Rebid  
(Previous Bid Ref. MPG-BI-2019-320)**

**ABC:** **₱ 1,160,000.00**

Ref. No.	Particulars	
<b>ENVELOPE 1: ELIGIBILITY AND TECHNICAL DOCUMENTS</b>		
<b>12.1 (a)</b>	<b><i>ELIGIBILITY DOCUMENTS</i></b>	
<b>CLASS "A" DOCUMENTS</b>		
<b>12.1 (a.1.)</b>	<b><u>ELIGIBILITY DOCUMENTS</u></b>	
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 <b>2018</b> and <b>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.  OR  Submission of valid and current <b>PhilGEPS Certificate of Registration and Membership (Platinum Registration*)</b> together with <b>Annex A</b> 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) <b>(Annex I)</b>	
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 <b>IT Equipment</b></p> <p><u>Any of the following documents must be submitted/attached corresponding to listed completed largest contracts per Annex I-A:</u></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) Copy of Sales Invoice with Collection Receipt/s</li> </ul>	
12.1.a (vii)	<p>Duly signed Certificate of Net Financial Contracting Capacity (NFCC) per <b>Annex II-A</b>, in accordance with ITB Clause 5.5 OR Committed Line of Credit per <b>Annex II-B</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"> <li>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.</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 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 <b>MUST BE MACHINE VALIDATED</b>. (See sample Bank Form per <b>Annex II-B</b>).</p>	
<b>Class “B” Document: (For Joint Venture)</b>		
	<p><b><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></b></p> <p><b><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></b></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. (Annex III)</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 2016 Revised IRR of RA 9184]</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> <p><b>b) Each JV Partner, must also submit the following:</b></p> <p><u>Local JV Partner</u></p> <ul style="list-style-type: none"> <li>(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;</li> <li>(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;</li> <li>(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;</li> <li>(iv) Copy of Audited Financial Statements for 2018 and 2017 (in comparative form or separate reports): <ul style="list-style-type: none"> <li>(a) Independent Auditor's Report;</li> <li>(b) Balance Sheet (Statement of Financial Position); and</li> <li>(c) Income Statement (Statement of Comprehensive Income).</li> </ul> <p>Each of the above statements must have stamped "received" by the Bureau of Internal Revenue (BIR) or its duly accredited and authorized institutions.</p> </li> </ul> <p><u>Foreign JV Partner</u></p> <ul style="list-style-type: none"> <li>(i) Valid and current certificate/license/authority to conduct/operate business issued by the regulatory authority in the country where the bidder is based;</li> <li>(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;</li> <li>(iii) Corporate Financial Statement or Annual Report for 2018 or 2017</li> </ul>	
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	<p><b>OR</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><b>For Local JV Partner:</b> Audited Financial Statements for <b>2018</b> and <b>2017</b> (stamped received by the BIR or its duly accredited authorized institutions) together with the Platinum Registration</p> <p><b>For Foreign JV Partner:</b> Corporate Financial Statement or Annual Report for <b>2018</b> or <b>2017.</b></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><i>For other required Class “A” Eligibility Documents, submission by any of the partner(s) constitutes collective compliance.</i></p>																			
<p>12.1.b (i)</p>	<p><b>TECHNICAL DOCUMENTS</b></p> <p><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="280 1321 1359 1615"> <thead> <tr> <th rowspan="2">Description</th> <th rowspan="2">Qty</th> <th rowspan="2">Unit</th> <th colspan="2">ABC ₱ (VAT Inclusive)</th> <th colspan="2">Bid Security ₱</th> </tr> <tr> <th>Unit Price</th> <th>Total Price</th> <th>2% of ABC</th> <th>5% of ABC</th> </tr> </thead> <tbody> <tr> <td>Laptop computer</td> <td>40</td> <td>Units</td> <td>29,000.00</td> <td>1,160,000.00</td> <td>23,200.00</td> <td>58,000.00</td> </tr> </tbody> </table> <p><i>*Must be issued and confirmed by a Local Universal or Local Commercial Bank.</i></p>	Description	Qty	Unit	ABC ₱ (VAT Inclusive)		Bid Security ₱		Unit Price	Total Price	2% of ABC	5% of ABC	Laptop computer	40	Units	29,000.00	1,160,000.00	23,200.00	58,000.00	
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		Unit Price	Total Price	2% of ABC		5% of ABC														
Laptop computer	40	Units	29,000.00	1,160,000.00	23,200.00	58,000.00														

**Notes:**

- (1) The Cashier's/Manager's Check shall be issued by a Local Universal or Commercial Bank.
- (2) The Bank Draft/Guarantee or Irrevocable Letter of Credit shall be issued by a Local Universal or Local Commercial Bank.
- (3) 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 0;
      - (ii) does not accept the correction of errors pursuant to ITB Clause 28.3 b;
      - (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 32; or
      - (xiv) fails to furnish performance security in accordance with ITB Clause 33

<p>12.1.b (ii)</p>	<p>Completed and signed <b>Technical Bid Form</b> and other <b>Technical Documents:</b></p> <table border="1" data-bbox="352 259 1287 416"> <tr> <td data-bbox="352 259 660 338"><b>Revised Annex V-A</b></td> <td data-bbox="660 259 1287 338">Technical Bid Form</td> </tr> <tr> <td data-bbox="352 338 660 416"><b>Revised Annex V-A1</b></td> <td data-bbox="660 338 1287 416">Technical Specifications</td> </tr> </table>	<b>Revised Annex V-A</b>	Technical Bid Form	<b>Revised Annex V-A1</b>	Technical Specifications	
<b>Revised Annex V-A</b>	Technical Bid Form					
<b>Revised Annex V-A1</b>	Technical Specifications					
<p>12.1.b (iii)</p>	<p>Brochures or Technical Data Sheet or equivalent showing compliance to technical specifications of the laptop computer being offered. Internet downloads may be included to supplement the information contained in the original brochures of the laptop computer;</p>					
<p>12.1.b (iv)</p>	<p>Certification or Internet Press Release proving that the brand of the Equipment being offered is at the top 3 of computer shipments to the Philippines as reported for the year 2019 by an Internationally-Recognized Entity or Organization providing analysis, intelligence or advisory services on ICT;</p>					
<p>12.1.b (v)</p>	<p>Valid and Current Certificate of Distributorship / Dealership / Resellership for the Laptop computer issued by the Manufacturer in favor of the Bidder. 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>					
<p>12.1.b (vi)</p>	<p>List of Authorized Service Center/s in the Philippines (with available spare parts, indicating address, telephone &amp; fax numbers, email address and contact person) of the laptop computer being offered</p> <p>In the event of closure of business, termination of franchisee/service center, the supplier shall notify the PAF and PITC accordingly of the new service centers with telephone numbers and address who can provide the needed parts, supplies and services;</p>					
<p>12.1.b (vii)</p>	<p>Certification from the brand and product Manufacturer that the brand and product parts being offered will be available and serviceable for at least five (5) years after delivery and acceptance</p>					
<p>12.1.b (viii)</p>	<p>Copy of Certificate of Performance Evaluation (<b>Annex V-B</b>) with a rating of at least Very Satisfactory, issued by bidder's Single Largest Completed Contract Client per Annex I-A;</p>					
<p>12.1.b (ix)</p>	<p>Proof of Authority of the bidder's authorized representative/s:</p> <p>a) <b>FOR SOLE PROPRIETORSHIP (IF OWNER OPTS TO APPOINT A REPRESENTATIVE):</b> Duly notarized Special Power of Attorney</p> <p>b) <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.</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>					





<p>12.1.b (x)</p>	<p><b>Omnibus Sworn Statements using the form prescribed. (Annex VIII)</b></p> <ul 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> </ul>	
<p><b>ENVELOPE 2: FINANCIAL DOCUMENTS</b></p>		
<p>13.1</p>	<p>Completed and signed Financial Bid Form. Bidder must use, accomplish and submit Financial Bid Form (<b>Annex VII</b>).</p> <p>The ABC is inclusive of VAT. Any proposal with a financial component exceeding the ABC shall not be accepted</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.**