



**BIDS AND AWARDS COMMITTEE I**

**SUPPLEMENTAL BID BULLETIN NO. 2**

**SUPPLY AND DELIVERY OF SPARE PARTS FOR THE REPAIR OF ARMORED VEHICLE UTS25 AND FSV FOR THE PHILIPPINE ARMY (PA)**

**Bid Reference No. MPG-BI-2019-558**

**Approved Budget for the Contract – P10,919,860.06**

This **Supplemental Bid Bulletin No. 2** is being issued to clarify, modify and amend Bidding Documents in response to the clarification from prospective bidders for the aforesaid project

| FROM  | TO  |
|---|---|
| <b>SCHEDULE FOR THE SUBMISSION AND OPENING OF BIDS</b>  |   |
| xxx..<br>Submission and Opening of Bids<br><u>09 January 2019, 11:00 AM.</u><br>xxx..   | xxx..<br>Submission and Opening of Bids<br><u>14 January 2020, 2:00PM</u><br>xxx..  |
| <b>Section III. Bid Data Sheet</b>  |   |
| xxx..<br><b>(b) TECHNICAL DOCUMENTS –</b><br><br>(vii) Omnibus Sworn Statement (Annex VI).<br>(a) Authority of the designated representative with corresponding proof of authorization;<br>(b) Non-inclusion in the Blacklist nor Under Suspension Status by Any Agency or Government Instrumentality;<br>(c) Authenticity of Submitted Documents;<br>(d) Authority to Validate Submitted Documents;<br>(e) Disclosure of Relations;<br>(f) Compliance with existing labor laws and standards;<br>(g) Bidders Responsibilities;<br>(h) Did Not Pay Any Form of Consideration<br><br>xxx.. | xxx..<br><b>(b) TECHNICAL DOCUMENTS –</b><br><br>(vii) Omnibus Sworn Statement (Annex VI).<br>(a) Authority of the designated representative with corresponding proof of authorization;<br>(b) Non-inclusion in the Blacklist nor Under Suspension Status by Any Agency or Government Instrumentality;<br>(c) Authenticity of Submitted Documents;<br>(d) Authority to Validate Submitted Documents;<br>(e) Disclosure of Relations;<br>(f) Compliance with existing labor laws and standards;<br>(g) Bidders Responsibilities;<br>(h) Did Not Pay Any Form of Consideration<br><br>(viii) <b>For Foreign Manufacturers:</b> Notarized Affidavit of Undertaking to submit the SEC Certificate of Registration and/or the authorization or License issued by the appropriate government agency per GPPB Resolution No. 25-2019, dated 30 October 2019 within ten (10) calendar days from receipt of the Notice of Award.<br>as per <b>Annex V-C</b><br>xxx.. |



**Section VI: Bidding Forms**

|                                   |   |
|-----------------------------------|---|
| XXX..                             | XXX..   |
| Annex VI: Omnibus Sworn Statement | Annex VI: Omnibus Sworn Statement<br><b>Annex V-C: <u>For Foreign Manufacturers: Notarized Affidavit of Undertaking</u></b> |
| XXX..                             | XXX..   |

Bidders must use the Additional Requirement **Annex V-C** and other required documents for the Bid Opening on **14 January 2020, 2:00PM**. And also, please use the **2<sup>nd</sup> Revised Checklist of Requirements** as your reference.

This **Supplemental Bid Bulletin No. 2** 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 6<sup>th</sup> day of January 2020 in Makati City.

**(SGD)CHRISTABELLE P. EBRIEGA**  
Chairperson

**(SGD)ATTY. MARIA GUDELIA C. GUESE**  
Vice-Chairperson

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

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

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

Concurred by:

**(SGD)BGEN GLENN CRUZ AFP**  
Alternate Provisional Member- PA

|   |                   |
|---|-------------------|
| Received by :   | (PLS SIGN) _____  |
| Bidder's Name :   | (PLS PRINT) _____ |
| Date :  | _____             |
| <b>(PLEASE RETURN OR FAX THIS PORTION ONLY TO THE PITC BAC-1)</b> |                   |



**(BIDDER'S COMPANY LETTERHEAD)**

**SUPPLY AND DELIVERY OF SPARE PARTS FOR THE REPAIR OF  
ARMORED VEHICLE UTS25 AND FSV FOR THE  
PHILIPPINE ARMY (PA)  
Bid Reference No. MPG-BI-2019-558  
Approved Budget for the Contract - ₱ 10,919,860.06**

**NOTARIZED AFFIDAVIT OF UNDERTAKING**

I, \_\_\_\_\_(Name)\_\_\_\_\_, of legal age, with residence at \_\_\_\_\_,  
hereby undertake that in the event that the contract for the Project is awarded to us,  
we will submit the SEC Certificate of Registration and/or the authorization or License  
issued by the appropriate government agency per GPPB Resolution No. 25-2019,  
dated 30 October 2019 within ten (10) calendar days from receipt of the Notice of  
Award.

This Affidavit forms part of our Technical Bid for the above-mentioned Project.

\_\_\_\_\_  
**Name**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Position in the Company**

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



**PITC BIDS AND AWARDS COMMITTEE I**

**2<sup>nd</sup> REVISED CHECKLIST OF REQUIREMENTS**

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

Project: **SUPPLY AND DELIVERY OF SPARE PARTS FOR THE REPAIR OF ARMORED VEHICLE UTS25 AND FSV FOR THE PHILIPPINE ARMY (PA)**

Ref No. **MPG-BI-2019-558**

Approved Budget for the Contract – **₱10,919,860.06**

|                       |                              |
|-----------------------|------------------------------|
| Per Bid Docs Item No. | <b>Particulars</b>           |
|                       | CERTIFICATION ON ELIGIBILITY |

**ENVELOPE 1: ELIGIBILITY AND TECHNICAL DOCUMENTS**

**(a.) ELIGIBILITY (CLASS “A” DOCUMENTS)**

**a.1 ELIGIBILITY DOCUMENTS FOR LOCAL MANUFACTURERS**

|                |  |  |
|----------------|--|--|
| 12.1 a.1 (i)   | Registration Certificate from the Securities and Exchange Commission (SEC) for corporation, or from Department of Trade and Industry (DTI) for sole proprietorship, or from Cooperative Development Authority (CDA) for cooperatives.  |  |
| 12.1 a.1 (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;<br><br>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.1 (iii) | Valid and Current Tax Clearance per Executive Order 398, Series of 2005 and Revenue Memorandum Order No. 46-2018;  |  |
| 12.1 a.1 (iv)  | Copy of Audited Financial Statements for <b>2018</b> and <b>2017</b> (in comparative form or separate reports):<br>(a) Independent Auditor’s Report;<br>(b) Balance Sheet (Statement of Financial Position); and<br>(c) Income Statement (Statement of Comprehensive Income).<br><br>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 **2018** and **2017** (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)**

12.1  
a.1 (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 amounting to at least twenty five percent (25%) of the ABC of the lot being bid. **(Annex I-A)**

“Similar contract” shall mean **Spare Parts for Armored Vehicle**

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

- 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) Duly signed Certificate of NFCC per **Annex II-A** in accordance with ITB Clause 5.5 OR committed Line of Credit per **Annex II-B**.

| Description   | Qty         | ABC (Php)     | NFCC must at least equal to (Php) | Committed Line of Credit (Php) |
|---|-------------|---------------|-----------------------------------|--------------------------------|
| Spare Parts for the Repair of Armored Vehicle UTS25 and FSV | One (1) Lot | 10,919,860.06 | 10,919,860.06                     | 109,918.60                     |

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**



|   |   |  |
|---|---|--|
|   | <p><b><u>Notes:</u></b></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, which refers to the values of the current assets and current liabilities reflected in the Annual Income Tax Return and Audited Financial Statements.</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><u>OR</u></b></p> <p>b) If the prospective bidder submits a Committed Line of Credit, it must be equal to ten percent (10%) of the ABC to be bid: Provided, that if the same is issued by a Foreign Universal or Commercial Bank, it shall be confirmed or authenticated by a Local Universal or Commercial Bank. The amount of the committed Line of Credit <b>MUST BE MACHINE VALIDATED (Annex II-B)</b><br/> <b>Provided, that if the same is issued by a Foreign Universal or Commercial Bank, it shall be confirmed or authenticated by a Local Universal or Commercial Bank.</b></p> |  |
| <b><u>a.2 ELIGIBILITY DOCUMENTS FOR FOREIGN MANUFACTURERS</u></b>   |   |  |
| 12.1<br>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<br>a.2.1 (ii)  | Valid and current Tax Clearance per Executive Order 398, Series of 2005 and Revenue Memorandum Order No. 46-2018;   |  |
| 12.1<br>a.2.1<br>(iii)  | Corporate Financial Statements or Annual Report for <b>2018</b> or <b>2017</b> .  |  |
| <p><b><u>OR</u></b></p> <p>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) and (iii) above.</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 the Audited Financial Statements for <b>2018</b> and <b>2017</b> (stamped received by the BIR or its duly accredited and authorized institution) together with the Platinum Registration.</p> <p>In case the bidder opts to submit their Class "A" Documents, the Certificate of PhilGEPS Registration (Platinum Membership) shall remain as a post-qualification requirement to be submitted in accordance with Section 34.2 of the 2016 Revised IRR of RA 9184. <i>"GPPB Circular 07-2017 dated 31 July 2017"</i></p> |   |  |
| 12.1<br>a.2.1<br>(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. <b>(Annex I)</b>   |  |



| <p>12.1<br/>a.2.1<br/>(v)</p>                               | <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 lot being bid. <b>(Annex I-A)</b></p> <p>“Similar contract” shall mean <b>Spare Parts for Armored Vehicle</b></p> <p>Any of the following documents must be attached/submitted corresponding to listed completed largest contracts per <b>Annex I-A</b>:</p> <ul style="list-style-type: none"> <li>• Copy of End User’s Acceptance; or</li> <li>• Copy of Official Receipt/s; or</li> <li>• Copy of Sales Invoice with Collection Receipt/s</li> </ul>  |               |                                   |                                |                                   |                                |   |             |               |               |            |  |
|---|---|---------------|-----------------------------------|--------------------------------|-----------------------------------|--------------------------------|---|-------------|---------------|---------------|------------|--|
| <p>12.1<br/>a.2.1<br/>(vi)</p>                              | <p>Duly signed Certificate of 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> <table border="1" data-bbox="323 745 1350 972"> <thead> <tr> <th>Description</th> <th>Qty</th> <th>ABC (Php)</th> <th>NFCC must at least equal to (Php)</th> <th>Committed Line of Credit (Php)</th> </tr> </thead> <tbody> <tr> <td>Spare Parts for the Repair of Armored Vehicle UTS25 and FSV</td> <td>One (1) Lot</td> <td>10,919,860.06</td> <td>10,919,860.06</td> <td>109,918.60</td> </tr> </tbody> </table> <p>a) Should the bidder opt to submit NFCC, computation must be equal to the ABC of the project. The detailed computation using the required formula must be shown as provided for in <b>Annex II-A</b>.</p> <p style="text-align: center;"><b>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</b></p> <p><b>Notes:</b></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, which refers to the values of the current assets and current liabilities reflected in the Annual Income Tax Return and Audited Financial Statements.</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) If the prospective bidder submits a Committed Line of Credit, it must be equal to ten percent (10%) of the ABC to be bid: Provided, that if the same is issued by a Foreign Universal or Commercial Bank, it shall be confirmed or authenticated by a Local Universal or Commercial Bank. The amount of the committed Line of Credit MUST BE MACHINE VALIDATED (<b>Annex II-B</b>)</p> <p>Provided, that if the same is issued by a Foreign Universal or Commercial Bank, it shall be confirmed or authenticated by a Local Universal or Commercial Bank.</p> | Description   | Qty                               | ABC (Php)                      | NFCC must at least equal to (Php) | Committed Line of Credit (Php) | Spare Parts for the Repair of Armored Vehicle UTS25 and FSV | One (1) Lot | 10,919,860.06 | 10,919,860.06 | 109,918.60 |  |
| Description   | Qty   | ABC (Php)     | NFCC must at least equal to (Php) | Committed Line of Credit (Php) |                                   |                                |   |             |               |               |            |  |
| Spare Parts for the Repair of Armored Vehicle UTS25 and FSV | One (1) Lot   | 10,919,860.06 | 10,919,860.06                     | 109,918.60                     |                                   |                                |   |             |               |               |            |  |



**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) **Protocol/Undertaking of Agreement to Enter into Joint Venture (Annex III)** in case the joint venture is not yet in existence.

In case bidder submits a Protocol/Undertaking of Agreement, the submission of a valid JVA shall be within ten (10) calendar days from receipt by the bidder of the notice from the BAC I that the bidder is the Lowest Calculated and Responsive Bid [Sec 37.1.4 (a) (i)] of Revised Implementing Rules and Regulation (IRR) of Republic Act (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, 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;

(iii) Valid and Current Tax Clearance per Executive Order 398, Series of 2005 and Revenue Memorandum Order No. 46-2018.

(iv) Copy of Audited Financial Statements for **2018** and **2017** (in comparative form or separate reports):

- (a) Independent Auditor’s Report;
- (a) Balance Sheet (Statement of Financial Position); and
- (b) 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.

(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 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.b (i) 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;
  - (4) Surety bond callable upon demand equivalent to at least 5% of the ABC

| Description   | Qty         | ABC (₱) (DAP)** | Bid Security ₱* |            |
|---|-------------|-----------------|-----------------|------------|
|   |             |                 | 2% of ABC       | 5% of ABC  |
| Spare Parts for the Repair of Armored Vehicle UTS25 and FSV | One (1) Lot | 10,919,860.06   | 218,397.20      | 545,993.00 |

*\*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 Local Commercial Bank.
- (b) The Bank Draft/Guarantee or Irrevocable Letter of Credit shall be issued by a Local Universal or Local Commercial Bank. Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign 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 17;
- (ii) does not accept the correction of errors pursuant to ITB Clause 28.3(b);
- (iii) has 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;
- (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



|                  |   |  |
|------------------|---|--|
| 12.1. b<br>(ii)  | Completed and signed <b>Technical Bid Form</b> and other <b>Technical Documents</b> :   |  |
|                  | <b>Annex V-A</b> Technical Bid Form (3 pages)   |  |
|                  | <b>Annex V-A1</b> Technical Specifications (1 page)   |  |
| 12.1. b<br>(iii) | <b>Brochure or Part List/ Catalogue indicating the Part Number of the Spare Parts</b> showing compliance to the required Technical specifications for all the items. All other pages of the catalogue may be submitted in electronic copy.  |  |
| 12.1.b<br>(iv)   | <b>Valid and current ISO Registration Certificate (or equivalent)</b> issued by an independent certifying agency in the name of the Manufacturer of the item. The certificate shall cover the design, manufacture and production, as applicable   |  |
| 12.1.b<br>(v)    | <b>For Foreign Manufacturers:</b>   |  |
| a.               | Valid and Current Written Appointment of the Philippine based company (as local representative of foreign manufacturer) issued by the foreign bidder. The written appointment must include detailed scope of responsibility of the local representative.  |  |
| 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.                       |  |
| 12.1.b<br>(vi)   | Proof of Authority of the designated representative/s for purposes of the bidding   |  |
| a.               | Duly notarized Special Power of Attorney – For Sole Proprietorship if owner opts to designate a representative/s; OR  |  |
| 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.   |  |
| 12.1. b<br>(vii) | Omnibus Sworn Statement ( <b>Annex VI</b> )   |  |
| a.               | Authority of the Designated representative corresponding with above proof of authority  |  |
| b.               | Non-inclusion in blacklist nor under suspension status  |  |
| c.               | Authenticity of submitted documents   |  |
| d.               | Authority to validate submitted documents   |  |
| e.               | Disclosure of Relations   |  |
| f.               | Compliance with existing labor laws and standards   |  |
| g.               | Bidders Responsibilities  |  |
| h.               | Did not pay any form of consideration   |  |
| 12.1.b<br>(viii) | <b>For Foreign Manufacturers:</b> Notarized Affidavit of Undertaking to submit the SEC Certificate of Registration and/or the authorization or License issued by the appropriate government agency per GPPB Resolution No. 25-2019, dated 30 October 2019 within ten (10) calendar days from receipt of the Notice of Award.as per <b>Annex V-C</b> |  |



| <b>ENVELOPE 2: FINANCIAL COMPONENT</b> |   |  |
|--|---|--|
| 13.1                                   | Completed and signed Financial Bid Form per <b>Annex VII</b> and Detailed Financial Bid Form per <b>Annex VII-A</b> . |  |

**Notes:**

- 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 prevail.**
- 2. 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.**