



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
ISABELA 4TH DISTRICT ENGINEERING OFFICE
REGIONAL OFFICE II
Quezon, San Isidro, Isabela

PHILIPPINE BIDDING DOCUMENTS

For

Contract ID No. : 24GBH41
***Contract Name : Furnishing and Deliveries of
Office Supplies and Consumables
use in all section of this office***
***Contract Location : Bgry. Quezon, San Isidro,
Isabela***

Date of Opening of Bids: **June 17, 2025, 10:00 A.M.**

NAME OF BIDDER: _____
ADDRESS OF BIDDER: _____

OR NO. : _____
DATE : _____

**Sixth Edition
July 2020**

Preface

These Philippine Bidding Documents (PBDs) for the procurement of Goods through Competitive Bidding have been prepared by the Government of the Philippines for use by any branch, constitutional commission or office, agency, department, bureau, office, or instrumentality of the Government of the Philippines, National Government Agencies, including Government-Owned and/or Controlled Corporations, Government Financing Institutions, State Universities and Colleges, and Local Government Unit. The procedures and practices presented in this document have been developed through broad experience, and are for mandatory use in projects that are financed in whole or in part by the Government of the Philippines or any foreign government/foreign or international financing institution in accordance with the provisions of the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184.

The Bidding Documents shall clearly and adequately define, among others: (i) the objectives, scope, and expected outputs and/or results of the proposed contract or Framework Agreement, as the case may be; (ii) the eligibility requirements of Bidders; (iii) the expected contract or Framework Agreement duration, the estimated quantity in the case of procurement of goods, delivery schedule and/or time frame; and (iv) the obligations, duties, and/or functions of the winning bidder.

Care should be taken to check the relevance of the provisions of the PBDs against the requirements of the specific Goods to be procured. If duplication of a subject is inevitable in other sections of the document prepared by the Procuring Entity, care must be exercised to avoid contradictions between clauses dealing with the same matter.

Moreover, each section is prepared with notes intended only as information for the Procuring Entity or the person drafting the Bidding Documents. They shall not be included in the final documents. The following general directions should be observed when using the documents:

- a. All the documents listed in the Table of Contents are normally required for the procurement of Goods. However, they should be adapted as necessary to the circumstances of the particular Procurement Project.
- b. Specific details, such as the “*name of the Procuring Entity*” and “*address for bid submission*,” should be furnished in the Instructions to Bidders, Bid Data Sheet, and Special Conditions of Contract. The final documents should contain neither blank spaces nor options.
- c. This Preface and the footnotes or notes in italics included in the Invitation to Bid, Bid Data Sheet, General Conditions of Contract, Special Conditions of Contract, Schedule of Requirements, and Specifications are not part of the text of the final document, although they contain instructions that the Procuring Entity should strictly follow.
- d. The cover should be modified as required to identify the Bidding Documents as to the Procurement Project, Project Identification Number, and Procuring Entity, in addition to the date of issue.

- e. Modifications for specific Procurement Project details should be provided in the Special Conditions of Contract as amendments to the Conditions of Contract. For easy completion, whenever reference has to be made to specific clauses in the Bid Data Sheet or Special Conditions of Contract, these terms shall be printed in bold typeface on Sections I (Instructions to Bidders) and III (General Conditions of Contract), respectively.
- f. For guidelines on the use of Bidding Forms and the procurement of Foreign-Assisted Projects, these will be covered by a separate issuance of the Government Procurement Policy Board.

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Glossary of Acronyms, Terms, and Abbreviations

ABC – Approved Budget for the Contract.

BAC – Bids and Awards Committee.

Bid – A signed offer or proposal to undertake a contract submitted by a bidder in response to and in consonance with the requirements of the bidding documents. Also referred to as *Proposal* and *Tender*. (2016 revised IRR, Section 5[c])

Bidder – Refers to a contractor, manufacturer, supplier, distributor and/or consultant who submits a bid in response to the requirements of the Bidding Documents. (2016 revised IRR, Section 5[d])

Bidding Documents – The documents issued by the Procuring Entity as the bases for bids, furnishing all information necessary for a prospective bidder to prepare a bid for the Goods, Infrastructure Projects, and/or Consulting Services required by the Procuring Entity. (2016 revised IRR, Section 5[e])

BIR – Bureau of Internal Revenue.

BSP – Bangko Sentral ng Pilipinas.

Consulting Services – Refer to services for Infrastructure Projects and other types of projects or activities of the GOP requiring adequate external technical and professional expertise that are beyond the capability and/or capacity of the GOP to undertake such as, but not limited to: (i) advisory and review services; (ii) pre-investment or feasibility studies; (iii) design; (iv) construction supervision; (v) management and related services; and (vi) other technical services or special studies. (2016 revised IRR, Section 5[i])

CDA - Cooperative Development Authority.

Contract – Refers to the agreement entered into between the Procuring Entity and the Supplier or Manufacturer or Distributor or Service Provider for procurement of Goods and Services; Contractor for Procurement of Infrastructure Projects; or Consultant or Consulting Firm for Procurement of Consulting Services; as the case may be, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.

CIF – Cost Insurance and Freight.

CIP – Carriage and Insurance Paid.

CPI – Consumer Price Index.

DDP – Refers to the quoted price of the Goods, which means “delivered duty paid.”

DTI – Department of Trade and Industry.

EXW – Ex works.

FCA – “Free Carrier” shipping point.

FOB – “Free on Board” shipping point.

Foreign-funded Procurement or Foreign-Assisted Project– Refers to procurement whose funding source is from a foreign government, foreign or international financing institution as specified in the Treaty or International or Executive Agreement. (2016 revised IRR, Section 5[b]).

Framework Agreement – Refers to a written agreement between a procuring entity and a supplier or service provider that identifies the terms and conditions, under which specific purchases, otherwise known as “Call-Offs,” are made for the duration of the agreement. It is in the nature of an option contract between the procuring entity and the bidder(s) granting the procuring entity the option to either place an order for any of the goods or services identified in the Framework Agreement List or not buy at all, within a minimum period of one (1) year to a maximum period of three (3) years. (GPPB Resolution No. 27-2019)

GFI – Government Financial Institution.

GOCC – Government-owned and/or –controlled corporation.

Goods – Refer to all items, supplies, materials and general support services, except Consulting Services and Infrastructure Projects, which may be needed in the transaction of public businesses or in the pursuit of any government undertaking, project or activity, whether in the nature of equipment, furniture, stationery, materials for construction, or personal property of any kind, including non-personal or contractual services such as the repair and maintenance of equipment and furniture, as well as trucking, hauling, janitorial, security, and related or analogous services, as well as procurement of materials and supplies provided by the Procuring Entity for such services. The term “related” or “analogous services” shall include, but is not limited to, lease or purchase of office space, media advertisements, health maintenance services, and other services essential to the operation of the Procuring Entity. (2016 revised IRR, Section 5[r])

GOP – Government of the Philippines.

GPPB – Government Procurement Policy Board.

INCOTERMS – International Commercial Terms.

Infrastructure Projects – Include the construction, improvement, rehabilitation, demolition, repair, restoration or maintenance of roads and bridges, railways, airports, seaports, communication facilities, civil works components of information technology projects, irrigation, flood control and drainage, water supply, sanitation, sewerage and solid waste management systems, shore protection, energy/power and electrification facilities, national

buildings, school buildings, hospital buildings, and other related construction projects of the government. Also referred to as *civil works or works*. (2016 revised IRR, Section 5[u])

LGUs – Local Government Units.

NFCC – Net Financial Contracting Capacity.

NGA – National Government Agency.

PhilGEPS - Philippine Government Electronic Procurement System.

Procurement Project – refers to a specific or identified procurement covering goods, infrastructure project or consulting services. A Procurement Project shall be described, detailed, and scheduled in the Project Procurement Management Plan prepared by the agency which shall be consolidated in the procuring entity's Annual Procurement Plan. (GPPB Circular No. 06-2019 dated 17 July 2019)

PSA – Philippine Statistics Authority.

SEC – Securities and Exchange Commission.

SLCC – Single Largest Completed Contract.

Supplier – refers to a citizen, or any corporate body or commercial company duly organized and registered under the laws where it is established, habitually established in business and engaged in the manufacture or sale of the merchandise or performance of the general services covered by his bid. (Item 3.8 of GPPB Resolution No. 13-2019, dated 23 May 2019). Supplier as used in these Bidding Documents may likewise refer to a distributor, manufacturer, contractor, or consultant.

UN – United Nations.

Section I. Invitation to Bid

Notes on the Invitation to Bid

The Invitation to Bid (IB) provides information that enables potential Bidders to decide whether to participate in the procurement at hand. The IB shall be posted in accordance with Section 21.2 of the 2016 revised IRR of RA No. 9184.

Apart from the essential items listed in the Bidding Documents, the IB should also indicate the following:

- a. The date of availability of the Bidding Documents, which shall be from the time the IB is first advertised/posted until the deadline for the submission and receipt of bids;
- b. The place where the Bidding Documents may be acquired or the website where it may be downloaded;
- c. The deadline for the submission and receipt of bids; and
- d. Any important bid evaluation criteria (*e.g.*, the application of a margin of preference in bid evaluation).

The IB should be incorporated in the Bidding Documents. The information contained in the IB must conform to the Bidding Documents and in particular to the relevant information in the Bid Data Sheet.



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
Isabela 4th DISTRICT ENGINEERING OFFICE
San Isidro, Isabela



INVITATION TO BID

The Department of Public Works and Highways **DPWH – Isabela 4th District Engineering Office**, through its Bids and Awards Committee (BAC) for Goods, invites suppliers to submit bids for the following Contract:

Contract ID: 24GBH41

Contract Name: Furnishing and Deliveries of Office Supplies and Consumables use in all section of this office

Contract Location: Bgry. Quezon, San Isidro, Isabela

Brief Description of Goods to be procured: Furnishing and Deliveries of Office Supplies

Approved Budget for the Contract (ABC): Php 4,343,770.00

Source of Funds: GAA FY 2024 - EAO

Delivery Date of Goods/Contract Duration of Service: 30 Calendar Days

Cost of Bidding Documents: Php 5,000.00

The BAC is conducting the public bidding for this Contract in accordance with RA 9184 and its Implementing Rules and Regulations.

Bidders should have completed, within from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section IV. Instructions to Bidders.

To be eligible to bid for this Contract, a supplier must meet the following major requirements:

- (a) Registration certificate from SEC, Department of Trade and Industry (DTI) for sole proprietorship, or CDA for cooperatives;
- (b) Mayor's/Business 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;
- (c) Tax clearance per Executive Order 398, Series of 2005, as finally reviewed and approved by the BIR;
- (d) Filipino citizen or 60% Filipino-owned partnership/corporation;
- (e) Completion of a similar contract costing at least 50% of the ABC within 1 (One) year; and
- (f) Net Financial Contracting Capacity (NFCC) at least equal to the ABC or in lieu of the NFCC computation, a committed line of credit (CLC) specific to the contract to be bid from a universal or commercial bank.

The DPWH will use non-discretionary "pass/fail" criteria in the eligibility check, preliminary examination of bids, evaluation of bids, post-qualification, and award.

The schedule of key procurement activities for this Contract is shown below:

Activity	Time	Place
1. Issuance/Downloading of Bid Documents	<i>May 27, 2025 up to June 17, 2025</i>	Hard copies at BAC Secretariat, <i>Isabela Fourth D.E.O., Brgy. Quezon, San Isidro, Isabela</i> Downloadable from DPWH website www.dpwh.gov.ph , PhilGEPS website www.philgeps.gov.ph and website of concerned foreign financing institution
2. Pre-Bid Conference	<i>09:00 A.M. June 3, 2025</i>	<i>DPWH Isabela Fourth D.E.O., Brgy. Quezon, San Isidro, Isabela</i>
3. Receipt by the BAC of Bids	<i>Until 10:00 A.M. June 17, 2025</i>	<i>BAC, Isabela Fourth D.E.O., Brgy. Quezon, San Isidro, Isabela</i>
4. Opening of Bids	<i>10:00 A.M. June 17, 2025</i>	<i>BAC, Isabela Fourth D.E.O., Brgy. Quezon, San Isidro, Isabela</i>

Bidders shall pay the BAC a non-refundable fee of in the amount as indicated above for the Bidding Documents, upon securing hard copies of the Documents. Bidders that downloaded the Documents from the DPWH website shall pay the fee upon submission of their bids. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in Instruction to Bidders.

All bid documents for submission must be properly book bound and contents of which must be all numbered/paginated consecutively, the total number of which must be indicated in the covering page and signed by the duly authorized representative.

The **DPWH Isabela 4th District Engineering Office** reserves the right to accept or reject any bid and to annul the bidding process any time before the Contract award, without incurring any liability to the affected bidders.

Any requests for additional information concerning this bidding shall be directed to the following:

BAC Chairperson: **JUBE T. DIZON, MSEM**
 Address: DPWH – Isabela 4th DEO Quezon,
 San Isidro, Isabela
 Email address: dizon.jube@dpwh.gov.ph

BAC Secretariat Head: **FLORENDO R. PASCUA JR.**
 Address: DPWH – Isabela 4th DEO Quezon,
 San Isidro, Isabela
 Email address: Pascua.florendo_jr@dpwh.gov.ph

Approved by:

(SGD)
JUBE T. DIZON, MSEM
 Engineer III
 BAC Chairperson

Date of Publication DPWH Website and PhilGEPS Website: May 27 – June 2, 2025

R02.19.5 FPJ/JTD

Section II. Instructions to Bidders

Notes on the Instructions to Bidders

This Section on the Instruction to Bidders (ITB) provides the information necessary for bidders to prepare responsive bids, in accordance with the requirements of the Procuring Entity. It also provides information on bid submission, eligibility check, opening and evaluation of bids, post-qualification, and on the award of contract.

1. Scope of Bid

The Procuring Entity, *DPWH-ISABELA 4TH DEO* wishes to receive Bids for the Furnishing and Deliveries of Office Supplies and Consumables use in All Sections of this Office, Bgry. Quezon, San Isidro, Isabela, with Contract identification number **24GBH41**

The Procurement Project Furnishing and Deliveries of Furnishing and Deliveries of Office Supplies and Consumables use in All Sections of this Office, Bgry. Quezon, San Isidro, Isabela the details of which are described in Section VII (Technical Specifications).

2. Funding Information

2.1. The GOP through the source of funding as indicated below for **REGULAR EXTENDED 2024 Continuing (EAO)** in the amount of **4,343,770.00**

2.2. The source of funding is:

a. *GAA FY 2024 (EAO)*.

3. Bidding Requirements

The Bidding for the Project shall be governed by all the provisions of RA No. 9184 and its 2016 revised IRR, including its Generic Procurement Manuals and associated policies, rules and regulations as the primary source thereof, while the herein clauses shall serve as the secondary source thereof.

Any amendments made to the IRR and other GPPB issuances shall be applicable only to the ongoing posting, advertisement, or **IB** by the BAC through the issuance of a supplemental or bid bulletin.

The Bidder, by the act of submitting its Bid, shall be deemed to have verified and accepted the general requirements of this Project, including other factors that may affect the cost, duration and execution or implementation of the contract, project, or work and examine all instructions, forms, terms, and project requirements in the Bidding Documents.

4. Corrupt, Fraudulent, Collusive, and Coercive Practices

The Procuring Entity, as well as the Bidders and Suppliers, shall observe the highest standard of ethics during the procurement and execution of the contract. They or through an agent shall not engage in corrupt, fraudulent, collusive, coercive, and obstructive practices defined under Annex “I” of the 2016 revised IRR of RA No. 9184 or other integrity violations in competing for the Project.

5. Eligible Bidders

- 5.1. Only Bids of Bidders found to be legally, technically, and financially capable will be evaluated.
- 5.2.
- a. Foreign ownership limited to those allowed under the rules may participate in this Project.
- 5.3. Pursuant to Section 23.4.1.3 of the 2016 revised IRR of RA No.9184, the Bidder shall have an SLCC that is at least one (1) contract similar to the Project the value of which, adjusted to current prices using the PSA's CPI, must be at least equivalent to:
- a. For the procurement of Non-expendable Supplies and Services: The Bidder must have completed a single contract that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC.
- 5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.1 of the 2016 IRR of RA No. 9184.

6. Origin of Goods

There is no restriction on the origin of goods other than those prohibited by a decision of the UN Security Council taken under Chapter VII of the Charter of the UN, subject to Domestic Preference requirements under **ITB** Clause 18.

7. Subcontracts

- 7.1. The Bidder may subcontract portions of the Project to the extent allowed by the Procuring Entity as stated herein, but in no case more than twenty percent (20%) of the Project.

The Procuring Entity has prescribed that:

- a. Subcontracting is not allowed.

8. Pre-Bid Conference

The Procuring Entity will hold a pre-bid conference for this Project on **June 3, 2025, 09:00 A.M** at **Function Hall, DPWH-Isabela 4th D.E.O** and/or through videoconferencing/webcasting} as indicated in paragraph 6 of the **IB**.

9. Clarification and Amendment of Bidding Documents

Prospective bidders may request for clarification on and/or interpretation of any part of the Bidding Documents. Such requests must be in writing and received by the

Procuring Entity, either at its given address or through electronic mail indicated in the **IB**, at least ten (10) calendar days before the deadline set for the submission and receipt of Bids.

10. Documents comprising the Bid: Eligibility and Technical Components

- 10.1. The first envelope shall contain the eligibility and technical documents of the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
- 10.2. The Bidder's SLCC as indicated in **ITB** Clause 5.3 should have been completed within _____ prior to the deadline for the submission and receipt of bids.
- 10.3. If the eligibility requirements or statements, the bids, and all other documents for submission to the BAC are in foreign language other than English, it must be accompanied by a translation in English, which shall be authenticated by the appropriate Philippine foreign service establishment, post, or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines. Similar to the required authentication above, for Contracting Parties to the Apostille Convention, only the translated documents shall be authenticated through an apostille pursuant to GPPB Resolution No. 13-2019 dated 23 May 2019. The English translation shall govern, for purposes of interpretation of the bid.

11. Documents comprising the Bid: Financial Component

- 11.1. The second bid envelope shall contain the financial documents for the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
- 11.2. If the Bidder claims preference as a Domestic Bidder or Domestic Entity, a certification issued by DTI shall be provided by the Bidder in accordance with Section 43.1.3 of the 2016 revised IRR of RA No. 9184.
- 11.3. Any bid exceeding the ABC indicated in paragraph 1 of the **IB** shall not be accepted.
- 11.4. For Foreign-funded Procurement, a ceiling may be applied to bid prices provided the conditions are met under Section 31.2 of the 2016 revised IRR of RA No. 9184.
- 11.5. Financial proposals for single or multi-year Framework Agreement shall be submitted before the deadline of submission of bids as prescribed in the **IB**. For multi-year Framework Agreement, evaluation of the financial proposal during this stage is for purposes of determining eligibility and whether or not such financial proposal is within the ABC.

12. Bid Prices

- 12.1. Prices indicated on the Price Schedule shall be entered separately in the following manner:

- a. For Goods offered from within the Procuring Entity's country:
 - i. The price of the Goods quoted EXW (ex-works, ex-factory, ex-warehouse, ex-showroom, or off-the-shelf, as applicable);
 - ii. The cost of all customs duties and sales and other taxes already paid or payable;
 - iii. The cost of transportation, insurance, and other costs incidental to delivery of the Goods to their final destination; and
 - iv. The price of other (incidental) services, if any, listed in e.
- b. For Goods offered from abroad:
 - i. Unless otherwise stated in the **BDS**, the price of the Goods shall be quoted delivered duty paid (DDP) with the place of destination in the Philippines as specified in the **BDS**. In quoting the price, the Bidder shall be free to use transportation through carriers registered in any eligible country. Similarly, the Bidder may obtain insurance services from any eligible source country.
 - ii. The price of other (incidental) services, if any, as listed in **Section VII (Technical Specifications)**.

12.2. For Framework Agreement, the following should also apply in addition to Clause 12.1:

- a. For a single year Framework Agreement, the prices quoted by the Bidder shall be fixed during the Bidder's performance of the contract and not subject to variation or escalation on any account. Price schedules required under Clause 12.1 shall be submitted with the bidding documents.
- b. For a multi-year Framework Agreement, the prices quoted by the Bidder during submission of eligibility documents shall be the ceiling and the price quoted during mini-competition must not exceed the initial price offer. The price quoted during call for mini-competition shall be fixed during the Bidder's performance of that Call-off and not subject to variation or escalation on any account. Price schedules required under Clause 12.1 shall be submitted with the bidding documents.

13. Bid and Payment Currencies

- 13.1. For Goods that the Bidder will supply from outside the Philippines, the bid prices may be quoted in the local currency or tradeable currency accepted by the BSP at the discretion of the Bidder. However, for purposes of bid evaluation, Bids denominated in foreign currencies, shall be converted to Philippine currency based on the exchange rate as published in the BSP reference rate bulletin on the day of the bid opening.

13.2. Payment of the contract price shall be made in:

- a. Philippine Pesos.

14. Bid Security

- 14.1. The Bidder shall submit a Bid Securing Declaration¹ or any form of Bid Security in the amount indicated in the **BDS**, which shall be not less than the percentage of the ABC in accordance with the schedule in the **BDS**.
- 14.2. The Bid and bid security shall be valid until *[indicate date]*. Any Bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.
- 14.3. the case of Framework Agreement, other than the grounds for forfeiture under the 2016 revised IRR, the bid security may also be forfeited if the successful bidder fails to sign the Framework Agreement, or fails to furnish the performance security or performance securing declaration. Without prejudice on its forfeiture, bid securities shall be returned only after the posting of performance security or performance securing declaration, as the case may be, by the winning Bidder or compliant Bidders and the signing of the Framework Agreement.

15. Sealing and Marking of Bids

Each Bidder shall submit one copy of the first and second components of its Bid.

The Procuring Entity may request additional hard copies and/or electronic copies of the Bid. However, failure of the Bidders to comply with the said request shall not be a ground for disqualification.

If the Procuring Entity allows the submission of bids through online submission or any other electronic means, the Bidder shall submit an electronic copy of its Bid, which must be digitally signed. An electronic copy that cannot be opened or is corrupted shall be considered non-responsive and, thus, automatically disqualified.

16. Deadline for Submission of Bids

- 16.1. The Bidders shall submit on the specified date and time and either at its physical address or through online submission on or before **June 17, 2025 at 10 :00 AM**

17. Opening and Preliminary Examination of Bids

- 17.1. The BAC shall open the Bids in public on **June 17, 2025 at 10:00 AM at Function Hall, DPWH Isabela Fourth D.E.O.** The Bidders' representatives

¹ In the case of Framework Agreement, the undertaking shall refer to entering into contract with the Procuring Entity and furnishing of the performance security or the performance securing declaration within ten (10) calendar days from receipt of Notice to Execute Framework Agreement.

who are present shall sign a register evidencing their attendance. In case videoconferencing, webcasting or other similar technologies will be used, attendance of participants shall likewise be recorded by the BAC Secretariat.

In case the Bids cannot be opened as scheduled due to justifiable reasons, the rescheduling requirements under Section 29 of the 2016 revised IRR of RA No. 9184 shall prevail.

- 17.2. The preliminary examination of bids shall be governed by Section 30 of the 2016 revised IRR of RA No. 9184.

18. Domestic Preference

- 18.1. The Procuring Entity will grant a margin of preference for the purpose of comparison of Bids in accordance with Section 43.1.2 of the 2016 revised IRR of RA No. 9184.

19. Detailed Evaluation and Comparison of Bids

- 19.1. The Procuring BAC shall immediately conduct a detailed evaluation of all Bids rated “*passed*,” using non-discretionary pass/fail criteria. The BAC shall consider the conditions in the evaluation of Bids under Section 32.2 of the 2016 revised IRR of RA No. 9184.
- a. In the case of single-year Framework Agreement, the Lowest Calculated Bid shall be determined outright after the detailed evaluation;
 - b. For multi-year Framework Agreement, the determination of the eligibility and the compliance of bidders with the technical and financial aspects of the projects shall be initially made by the BAC, in accordance with Item 7.4.2 of the Guidelines on the Use of Framework Agreement.
- 19.2. If the Project allows partial bids, bidders may submit a proposal on any of the lots or items, and evaluation will be undertaken on a per lot or item basis, as the case maybe. In this case, the Bid Security as required by **ITB** Clause 15 shall be submitted for each lot or item separately.
- 19.3. The descriptions of the lots or items shall be indicated in **Section VII (Technical Specifications)**, although the ABCs of these lots or items are indicated in the **BDS** for purposes of the NFCC computation pursuant to Section 23.4.2.6 of the 2016 revised IRR of RA No. 9184. The NFCC must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder.
- 19.4. The Project shall be awarded as follows:

One Project having several items that shall be awarded as one contract.

- 19.5. Except for bidders submitting a committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation, all Bids must include the NFCC computation pursuant to Section 23.4.1.4 of the 2016 revised IRR of RA No. 9184, which must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder. For bidders submitting the committed Line of Credit, it must be at least equal to ten percent (10%) of the ABCs for all the lots or items participated in by the prospective Bidder.

20. Post-Qualification

- 20.1. For multi-year Framework Agreement, all bidders initially determined to be eligible and financially compliant shall be subject to initial post-qualification. The BAC shall then recommend the execution of a Framework Agreement among all eligible, technically and financially compliant bidders and the Procuring Entity and shall be issued by HoPE a Notice to Execute Framework Agreement. The determination of the Lowest Calculated Bid (LCB) shall not be performed by the BAC until a Mini-Competition is conducted among the bidders who executed a Framework Agreement. When a Call for Mini-Competition is made, the BAC shall allow the bidders to submit their best financial proposals on such pre-scheduled date, time and place to determine the bidder with the LCB.
- 20.2. Within a non-extendible period of five (5) calendar days from receipt by the Bidder of the notice from the BAC that it submitted the Lowest Calculated Bid.

21. Signing of the Contract

- 21.1. The documents required in Section 37.2 of the 2016 revised IRR of RA No. 9184 shall form part of the Contract. Additional Contract documents are indicated in the **BDS**.
- 21.2. At the same time as the Procuring Entity notifies the successful Bidder that its bid has been accepted, the Procuring Entity shall send the Framework Agreement Form to the Bidder, which contract has been provided in the Bidding Documents, incorporating therein all agreements between the parties.
- 21.3. Within ten (10) calendar days from receipt of the Notice to Execute Framework Agreement with the Procuring Entity, the successful Bidder or its duly authorized representative shall formally enter into a Framework Agreement with the procuring entity for an amount of One Peso to be paid to the procuring entity as a consideration for the option granted by the procuring entity to procure the items in the Framework Agreement List when the need arises.
- 21.4. The Procuring Entity shall enter into a Framework Agreement with the successful Bidder within the same ten (10) calendar day period provided that all the documentary requirements are complied with.
- 21.5. The following documents shall form part of the Framework Agreement:
- a. Framework Agreement Form;
 - b. Bidding Documents;

- c. Call-offs;
- d. Winning bidder's bid, including the Technical and Financial Proposals, and all other documents/statements submitted (*e.g.*, bidder's response to request for clarifications on the bid), including corrections to the bid, if any, resulting from the Procuring Entity's bid evaluation;
- e. Performance Security or Performance Securing Declaration, as the case may be;
- f. Notice to Execute Framework Agreement; and
- g. Other contract documents that may be required by existing laws and/or specified in the **BDS**.

Section III. Bid Data Sheet

Notes on the Bid Data Sheet

The Bid Data Sheet (BDS) consists of provisions that supplement, amend, or specify in detail, information, or requirements included in the ITB found in Section II, which are specific to each procurement.

This Section is intended to assist the Procuring Entity in providing the specific information in relation to corresponding clauses in the ITB and has to be prepared for each specific procurement.

The Procuring Entity should specify in the BDS information and requirements specific to the circumstances of the Procuring Entity, the processing of the procurement, and the bid evaluation criteria that will apply to the Bids. In preparing the BDS, the following aspects should be checked:

- a. Information that specifies and complements provisions of the ITB must be incorporated.
- b. Amendments and/or supplements, if any, to provisions of the ITB as necessitated by the circumstances of the specific procurement, must also be incorporated.

Bid Data Sheet

ITB Clause	
5.3	For this purpose, contracts similar to the Project shall be: <ul style="list-style-type: none"> a. Furnishing and Deliveries of Office Supplies and Consumables use in all section of this office b. completed within 30 calendar days prior to the deadline for the submission and receipt of bids.
7.1	No further instructions.
12	The price of the Goods shall be quoted DDP at DPWH-Isabela 4 th DEO or the applicable International Commercial Terms (INCOTERMS) for this Project.
14.1	The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts: <ul style="list-style-type: none"> a. The amount of not less than ____ if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or b. The amount of not less than _____ if bid security is in Surety Bond.
19.3	No further instructions.
20.2	<i>Updated Mayors Permit, Tax Clearance Certificate, SEC Certificate/DTI, PhilGEPS Certificate, BIR Certificate of Registration & Latest Annual Income Tax Return</i>
21.2	<i>Provide Brochures of Specification and model of offer equipments</i>

Section IV. General Conditions of Contract

Notes on the General Conditions of Contract

The General Conditions of Contract (GCC) in this Section, read in conjunction with the Special Conditions of Contract in Section V and other documents listed therein, should be a complete document expressing all the rights and obligations of the parties.

Matters governing performance of the Supplier, payments under the contract, or matters affecting the risks, rights, and obligations of the parties under the contract are included in the GCC and Special Conditions of Contract.

Any complementary information, which may be needed, shall be introduced only through the Special Conditions of Contract.

1. Scope of Contract

This Contract shall include all such items, although not specifically mentioned, that can be reasonably inferred as being required for its completion as if such items were expressly mentioned herein. All the provisions of RA No. 9184 and its 2016 revised IRR, including the Generic Procurement Manual, and associated issuances, constitute the primary source for the terms and conditions of the Contract, and thus, applicable in contract implementation. Herein clauses shall serve as the secondary source for the terms and conditions of the Contract.

This is without prejudice to Sections 74.1 and 74.2 of the 2016 revised IRR of RA No. 9184 allowing the GPPB to amend the IRR, which shall be applied to all procurement activities, the advertisement, posting, or invitation of which were issued after the effectivity of the said amendment.

Additional requirements for the completion of this Contract shall be provided in the **Special Conditions of Contract (SCC)**.

2. Advance Payment and Terms of Payment

- 2.1. Advance payment of the contract amount is provided under Annex “D” of the revised 2016 IRR of RA No. 9184.
- 2.2. The Procuring Entity is allowed to determine the terms of payment on the partial or staggered delivery of the Goods procured, provided such partial payment shall correspond to the value of the goods delivered and accepted in accordance with prevailing accounting and auditing rules and regulations. The terms of payment are indicated in the **SCC**.
- 2.3. For a single-year Framework Agreement, prices charged by the Supplier for Goods delivered and/or services performed under a Call-Off shall not vary from the prices quoted by the Supplier in its bid.
- 2.4. For multi-year Framework Agreement, prices charged by the Supplier for Goods delivered and/or services performed under a Call-Off shall not vary from the prices quoted by the Supplier during conduct of Mini-Competition.

3. Performance Security

Within ten (10) calendar days from receipt of the Notice of Award by the Bidder from the Procuring Entity but in no case later than prior to the signing of the Contract by both parties, the successful Bidder shall furnish the performance security in any of the forms prescribed in Section 39 of the 2016 revised IRR of RA No. 9184.

4. Inspection and Tests

The Procuring Entity or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Project *{[Include if Framework Agreement will be used:] or Framework Agreement}* specifications at no extra cost to the Procuring Entity in accordance with the Generic Procurement Manual. In addition to tests in the

SCC, Section IV (Technical Specifications) shall specify what inspections and/or tests the Procuring Entity requires, and where they are to be conducted. The Procuring Entity shall notify the Supplier in writing, in a timely manner, of the identity of any representatives retained for these purposes.

All reasonable facilities and assistance for the inspection and testing of Goods, including access to drawings and production data, shall be provided by the Supplier to the authorized inspectors at no charge to the Procuring Entity.

5. Warranty

5.1 In order to assure that manufacturing defects shall be corrected by the Supplier, a warranty shall be required from the Supplier as provided under Section 62.1 of the 2016 revised IRR of RA No. 9184.

5.2 The Procuring Entity shall promptly notify the Supplier in writing of any claims arising under this warranty. Upon receipt of such notice, the Supplier shall, repair or replace the defective Goods or parts thereof without cost to the Procuring Entity, pursuant to the Generic Procurement Manual.

6. Liability of the Supplier

The Supplier's liability under this Contract shall be as provided by the laws of the Republic of the Philippines.

If the Supplier is a joint venture, all partners to the joint venture shall be jointly and severally liable to the Procuring Entity.

Section V. Special Conditions of Contract

Notes on the Special Conditions of Contract

Similar to the BDS, the clauses in this Section are intended to assist the Procuring Entity in providing contract-specific information in relation to corresponding clauses in the GCC found in Section IV.

The Special Conditions of Contract (SCC) complement the GCC, specifying contractual requirements linked to the special circumstances of the Procuring Entity, the Procuring Entity's country, the sector, and the Goods purchased. In preparing this Section, the following aspects should be checked:

- a. Information that complements provisions of the GCC must be incorporated.
- b. Amendments and/or supplements to provisions of the GCC as necessitated by the circumstances of the specific purchase, must also be incorporated.

However, no special condition which defeats or negates the general intent and purpose of the provisions of the GCC should be incorporated herein.

Special Conditions of Contract

GCC Clause	
1	<p>Delivery and Documents –</p> <p>For purposes of the Contract, “EXW,” “FOB,” “FCA,” “CIF,” “CIP,” “DDP” and other trade terms used to describe the obligations of the parties shall have the meanings assigned to them by the current edition of INCOTERMS published by the International Chamber of Commerce, Paris. The Delivery terms of this Contract shall be as follows:</p> <p>“The delivery terms applicable to this Contract are delivered <i>DPWH-ISABELA 4TH DEO</i>. Risk and title will pass from the Supplier to the Procuring Entity upon receipt and final acceptance of the Goods at their final destination.”</p> <p>Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in Section VI (Schedule of Requirements).</p> <p>For purposes of this Clause the Procuring Entity’s Representative at the Project Site is <i>[indicate name(s)]</i>.</p> <p>Incidental Services –</p> <p>The Supplier is required to provide all of the following services, including additional services, if any, specified in Section VI. Schedule of Requirements: <i>Select appropriate requirements and delete the rest.</i></p> <ul style="list-style-type: none"> a. performance or supervision of on-site assembly and/or start-up of the supplied Goods; b. furnishing of tools required for assembly and/or maintenance of the supplied Goods; c. furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied Goods; d. performance or supervision or maintenance and/or repair of the supplied Goods, for a period of time agreed by the parties, provided that this service shall not relieve the Supplier of any warranty obligations under this Contract; and
	<ul style="list-style-type: none"> e. training of the Procuring Entity’s personnel, at the Supplier’s plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied Goods.

	<p>The Contract price for the Goods shall include the prices charged by the Supplier for incidental services and shall not exceed the prevailing rates charged to other parties by the Supplier for similar services.</p> <p>Spare Parts –</p> <p>The Supplier is required to provide all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the Supplier:</p> <ul style="list-style-type: none"> a. such spare parts as the Procuring Entity may elect to purchase from the Supplier, provided that this election shall not relieve the Supplier of any warranty obligations under this Contract; and b. in the event of termination of production of the spare parts: <ul style="list-style-type: none"> i. advance notification to the Procuring Entity of the pending termination, in sufficient time to permit the Procuring Entity to procure needed requirements; and ii. following such termination, furnishing at no cost to the Procuring Entity, the blueprints, drawings, and specifications of the spare parts, if requested. <p>The spare parts and other components required are listed in Section VI (Schedule of Requirements) and the cost thereof are included in the contract price.</p> <p>The Supplier shall carry sufficient inventories to assure ex-stock supply of consumable spare parts or components for the Goods for a period of <u>30 Calendar Days</u></p> <p>Spare parts or components shall be supplied as promptly as possible, but in any case, within Warranty Given of placing the order.</p>
	<p>Packaging –</p> <p>The Supplier shall provide such packaging of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in this Contract. The packaging shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packaging case size and weights shall take into consideration, where appropriate, the remoteness of the Goods’ final destination and the absence of heavy handling facilities at all points in transit.</p>

	<p>The packaging, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified below, and in any subsequent instructions ordered by the Procuring Entity.</p> <p>The outer packaging must be clearly marked on at least four (4) sides as follows:</p> <p>Name of the Procuring Entity Name of the Supplier Contract Description Final Destination Gross weight Any special lifting instructions Any special handling instructions Any relevant HAZCHEM classifications</p>
	<p>A packaging list identifying the contents and quantities of the package is to be placed on an accessible point of the outer packaging if practical. If not practical the packaging list is to be placed inside the outer packaging but outside the secondary packaging.</p> <p>Transportation –</p> <p>Where the Supplier is required under Contract to deliver the Goods CIF, CIP, or DDP, transport of the Goods to the port of destination or such other named place of destination in the Philippines, as shall be specified in this Contract, shall be arranged and paid for by the Supplier, and the cost thereof shall be included in the Contract Price.</p> <p>Where the Supplier is required under this Contract to transport the Goods to a specified place of destination within the Philippines, defined as the Project Site, transport to such place of destination in the Philippines, including insurance and storage, as shall be specified in this Contract, shall be arranged by the Supplier, and related costs shall be included in the contract price.</p>
	<p>Where the Supplier is required under Contract to deliver the Goods CIF, CIP or DDP, Goods are to be transported on carriers of Philippine registry. In the event that no carrier of Philippine registry is available, Goods may be shipped by a carrier which is not of Philippine registry provided that the Supplier obtains and presents to the Procuring Entity certification to this effect from the nearest Philippine consulate to the port of dispatch. In the event that carriers of Philippine registry are available but their schedule delays the Supplier in its performance of this Contract the period from when the Goods were first ready for shipment and the actual date of shipment the period of delay will be considered force majeure.</p> <p>The Procuring Entity accepts no liability for the damage of Goods during transit other than those prescribed by INCOTERMS for DDP deliveries. In the case of Goods supplied from within the Philippines or supplied by domestic</p>

	<p>Suppliers risk and title will not be deemed to have passed to the Procuring Entity until their receipt and final acceptance at the final destination.</p> <p>Intellectual Property Rights –</p> <p>The Supplier shall indemnify the Procuring Entity against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the Goods or any part thereof.</p>
2.2	No further instructions.

Section VI. Schedule of Requirements

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date of delivery to the project site.

Item Number	Description	Quantity	Total	Delivered, Weeks/Months
1	Brother Ink Black BTD60BK	35		
2	Brother Ink Cyan BT5000 C	15		
3	Brother Ink Magenta BT5000M	15		
4	Brother Ink Yellow BT5000 Y	15		
5	INK #6642, CYAN	15		
6	INK #6643, MAGENTA	15		
7	INK #6644, YELLOW	15		
8	Ink 003 black	30		
9	Ink Epson T05A1 Black	25		
10	Ink Epson T05A2 Cyan	15		
11	Ink Epson T05A3 Magenta	15		
12	Ink Epson T05A4 Yellow	15		
13	Ink Epson T05C1 (Black)	5		
14	Ink Epson T05C2 (Cyan)	5		

15	Ink Epson T05C3 (Magenta)	5		
16	Ink Epson T05C4 (yellow)	5		
17	Epson Maintenance box 6490	2		
18	Epson Maintenance box T6714	2		
19	Epson Workforce Maintenance Box 878	20		
20	Maintenance Box Epson L6270	5		
21	Maintenance Box Epson Workforce Pro WF - C878R	4		
22	Maintenance Box L14150 - T04D1	30		
23	Maintenance Box L1455 - T6711	6		
24	Maintenance Box L15150 - C9345	10		
25	Maintenance Box L3110	6		
26	Maintenance Box L6290	5		
27	Maintenance Box L6460	25		
28	Maintenance Box MF T45000W	15		
29	A3 Bond Paper	130		
30	Neon Green Paper (FSI) A4 Size	10		
31	Vellum Board A4 Cream Color	10		
32	Photopaper Premium Glossy A4 Size	50		
33	Special Paper	10		

34	Mylar Paper (20x20m 100m)	30		
35	Mylar Paper (24x20m 100m)	40		
36	Expandable Envelop	1200		
37	Expanded Folder Long (Brown)	900		
38	Folder Ordinary A4 size	300		
39	Folder Ordinary Long (White)	400		
40	DPWH File Folder A4	650		
41	DPWH File Folder Legal	750		
42	Sticky Notes 3x5	61		
43	Sticky Notes (100pcs/set. 85x85mm) tricolor	61		
44	Engineering Field Book	50		
45	Notebook	11		
46	Record Book 300pg	5		
47	Record Book 500 pages	60		
48	Ballpen Black	30		
49	Ballpen Blue	5		
50	Ballpen (Gel Pen, Violet, 0.5 mm, 50 pcs/box)	1		
51	Ballpen Lavander	3		

52	Mylar Paper (20x20m 100m)	30		
53	Signpen Black 0.5	114		
54	Signpen Black 0.7	5		
55	Signpen Blue 0.5	57		
56	Signpen Blue 0.3	5		
57	Signpen Blue 0.7	5		
58	Signpen Lavander 0.3	3		
59	Pencil	47		
60	Permanent Marker Black Broad	142		
61	Permanent Marker Fine Black	10		
62	Board Marker Black	360		
63	Paper Clip 33mm	60		
64	Paper Clip 50mm	105		
65	Binder Clip 1 1/4 inch	70		
66	Binder Clip 1 inch	20		
67	Binder Clip 2 inch	30		
68	Binder Clip ¾	50		

69	Battery AA	144		
70	Battery AAA	174		
71	Heavy Duty Puncher	75		
72	Heavy Duty Stapler	110		
73	Heavy duty Staple remover (Pincher)	10		
74	Push Cart Heavy Duty 300kg Capacity (Stanley)	1		
75	Push Pin	12		
76	Foldable Shopping Trolley Cart Organizer Basket	3		
77	Fastener Metal	210		
78	File Organizer Tray	10		
79	Flourescent Marker	81		
80	Glue Stick	20		
81	Clip Board	35		
82	Correction Tape	226		
83	Counter Clicker	10		
84	Cutter heavy duty	30		

85	Stamp Pad Big (Violet)	2		
86	Stamp Pad Color Black	3		
87	stamp pad ink black	5		
88	Stamp Pad No.2 Purple	2		
89	stampad blue	10		
90	16 Digit Numbering Stamp	6		
91	Staple Wire #35	80		
92	Staple Wire No. 23.6	20		
93	Self Ink paid w/ Dater	3		
94	Dater (year 2025 onwards)	13		
95	Scissor big Heavy duty	15		
96	Scotch Tape 1	228		
97	Rubber Band	5		
98	Ruler 12 Inches (Metal)	60		
99	Eraser sterling	15		
100	Paper Cutter	1		
101	Pen Organizer	20		
103	White Board 4x8 feet	7		

104	White Board 60cmX60cm	40		
105	Tape Dispenser	5		
106	Universal Socket Adapter	20		
107	Vacuum Cleaner	2		
108	Masking Tape 2"	30		
109	Packaging tape 2 " brown	10		
110	Double Sided Tape 1"	30		
111	Scientific Calculator FX - 991 ES Plus - 2nd Edition	51		
112	Scientific Calculator fx-82ES plus	10		
113	Calculator 12 Digits	8		
114	Calculator 16 Digits	15		
115	Casio Heavy Duty Calculator (DS-2TS)	3		
116	Extension Cord 4 universal Sockets	2		
117	Digital Laser Tape Measure	20		
118	Portable External SSD 2TB	2		
119	Portable SSD (1TB)	55		
120	Flash Drive 3.0 64gb	20		

121	Flash Drive 2gb	15		
122	Flashdrive 32gb	22		
123	Flashdrive OTG 256GB	5		
124	HDMI Cable 10m	1		
125	HDMI Cable 20m	1		
126	Heavy Duty Computer Mouse	16		
127	Heavy Duty Computer Mouse Wireless	5		
128	Heavy Duty Extension Wire 5 meters	10		
129	Keyboard	6		
130	Extended Mouse Pad	15		
131	Re Writable CD with Case	2		
132	Re-Writable DVD	5		
133	UPS 1000VA	6		
134	Wifi Receiver	3		
135	WLAN Adaptor	10		
136	Air Freshener Lemon	173		
137	Air Freshener Gel	5		

138	Alcohol 75% 500ml	195		
139	Alcohol	80		
140	Toilet Bowl Cleaner	114		
141	Toiler Bowl Cleaner Powder	10		
142	Toilet Deodorizer	90		
143	Zonrox	72		
144	Muriatic (Toilet bowl cleaner)	5		
145	Glass Cleaner	2		
146	Fabric Conditioner	105		
147	Detergent Powder 1kg	110		
148	Soap Bar	50		
149	Dishwashing Liquid	65		
150	Dishwashing paste (400g)	30		
151	Disinfectant Spray	36		
152	Car freshener	15		
153	Brush Heavy Duty w/ Handle	15		
155	Scrub Brush	12		

156	Mop Bucket heavy duty (hard plastic)	5		
157	Pail	12		
158	Toilet Brush	2		
159	Tornado Mop	20		
160	Tornado Mop Refill	30		
161	Toilet Pump	2		
162	Sponge	33		
163	Soft Broom	34		
164	Hard Broom	82		
165	Doormat (Good Quality)	10		
166	Rags (doormat)	50		
167	Bathroom Flor Mat Non Slip	4		
168	Hand Towel (colored)	136		
169	Car Cleansing Cloth (Canebo)	29		
171	Toilet Tissue Paper 3ply (ROLL)	45		

172	Table Tissue Paper 3ply	145		
173	Dust Pan	17		
174	Dustpan (Lata or Tin)	1		
175	Trash Bins Big Size w/ Trash Bag	30		
176	Trashcan Black	12		
177	Trashcan Blue	12		
178	Trashcan Green	12		
179	Garbage Bag (small)	5		
180	Garbage bag Large	90		
181	Gloves	6		
182	First Aid Kit	2		
183	T8 Led Tube Bulb No Starter 4ft	60		
184	Bulb (LED 9 Watts)	10		

Framework Agreement List

Limited to repeatedly required goods and services that are identified to be necessary and desirable, but, by its nature, use or characteristic, the quantity and/ or exact time of need cannot be accurately pre-determined and are not advisable to be carried in stock.

Prepared by the End-User, attached to the APP and submitted to the BAC for the approval of the HOPE.

<i>FRAMEWORK AGREEMENT LIST (AGENCY)</i>		
Item/service Type and nature of each item/service	Maximum Quantity	Total Cost per Item
Brother Ink Black BTD60BK	35	
Brother Ink Cyan BT5000 C	15	
Brother Ink Magenta BT5000M	15	
Brother Ink Yellow BT5000 Y	15	
INK #6642, CYAN	15	
INK #6643, MAGENTA	15	
INK #6644, YELLOW	15	
Ink 003 black	30	
Ink Epson T05A1 Black	25	

Ink Epson T05A2 Cyan	15	
Ink Epson T05A3 Magenta	15	
Ink Epson T05A4 Yellow	15	
Ink Epson T05C1 (Black)	5	
Ink Epson T05C2 (Cyan)	5	
Ink Epson T05C3 (Magenta)	5	
Ink Epson T05C4 (yellow)	5	
Epson Maintenance box 6490	2	
Epson Maintenance box T6714	2	
Epson Workforce Maintenance Box 878	20	
Maintenance Box Epson L6270	5	
Maintenance Box Epson Workforce Pro WF - C878R	4	
Maintenance Box L14150 - T04D1	30	

Maintenance Box L1455 -T6711	6	
Maintenance Box L15150 - C9345	10	
Maintenance Box L3110	6	
Maintenance Box L6290	5	
Maintenance Box L6460	25	
Maintenance Box MF T45000W	15	
A3 Bond Paper	130	
Neon Green Paper (FSI) A4 Size	10	
Vellum Board A4 Cream Color	10	
Photopaper Premium Glossy A4 Size	50	
Special Paper	10	
Mylar Paper (20x20m 100m)	30	
Mylar Paper (24x20m 100m)	40	

Expandable Envelop	1200	
Expanded Folder Long (Brown)	900	
Folder Ordinary A4 size	300	
Folder Ordinary Long (White)	400	
DPWH File Folder A4	650	
DPWH File Folder Legal	750	
Sticky Notes 3x5	61	
Sticky Notes (100pcs/set. 85x85mm) tricolor	61	
Engineering Field Book	50	
Notebook	11	
Record Book 300pg	5	
Record Book 500 pages	60	
Ballpen Black	30	

Ballpen Blue	5	
Ballpen (Gel Pen, Violet, 0.5 mm, 50 pcs/box)	1	
Ballpen Lavander	3	
Mylar Paper (20x20m 100m)	30	
Signpen Black 0.5	114	
Signpen Black 0.7	5	
Signpen Blue 0.5	57	
Signpen Blue 0.3	5	
Signpen Blue 0.7	5	
Signpen Lavander 0.3	3	
Pencil	47	
Permanent Marker Black Broad	142	
Permanent Marker Fine Black	10	

Board Marker Black	360	
Paper Clip 33mm	60	
Paper Clip 50mm	105	
Binder Clip 1 1/4 inch	70	
Binder Clip 1 inch	20	
Binder Clip 2 inch	30	
Binder Clip ¾	50	
Battery AA	144	
Battery AAA	174	
Heavy Duty Puncher	75	
Heavy Duty Stapler	110	
Heavy duty Staple remover (Pincher)	10	
Push Cart Heavy Duty 300kg Capacity (Stanley)	1	

Push Pin	12	
Foldable Shopping Trolley Cart Organizer Basket	3	
Fastener Metal	210	
File Organizer Tray	10	
Flourescent Marker	81	
Glue Stick	20	
Clip Board	35	
Correction Tape	226	
Counter Clicker	10	
Cutter heavy duty	30	
Stamp Pad Big (Violet)	2	
Stamp Pad Color Black	3	
Stamp pad ink black	5	

Stamp Pad No.2 Purple	2	
stampad blue	10	
16 Digit Numbering Stamp	6	
Staple Wire #35	80	
Staple Wire No. 23.6	20	
Self Ink paid w/ Dater	3	
Dater (year 2025 onwards)	13	
Scissor big Heavy duty	15	
Scotch Tape 1	228	
Rubber Band	5	
Ruler 12 Inches (Metal)	60	
Eraser sterling	15	
Paper Cutter	1	

Pen Organizer	20	
White Board 4x8 feet	7	
White Board 60cmX60cm	40	
Tape Dispenser	5	
Universal Socket Adapter	20	
Vacuum Cleaner	2	
Masking Tape 2"	30	
Packaging tape 2 " brown	10	
Double Sided Tape 1"	30	
Scientific Calculator FX - 991 ES Plus - 2nd Edition	51	
Scientific Calculator fx-82ES plus	10	
Calculator 12 Digits	8	
Calculator 16 Digits	15	

Casio Heavy Duty Calculator (DS-2TS)	3	
Extension Cord 4 universal Sockets	2	
Digital Laser Tape Measure	20	
Portable External SSD 2TB	2	
Portable SSD (1TB)	55	
Flash Drive 3.0 64gb	20	
Flash Drive 2gb	15	
Flashdrive 32gb	22	
Flashdrive OTG 256GB	5	
HDMI Cable 10m	1	
HDMI Cable 20m	1	
Heavy Duty Computer Mouse	16	
Heavy Duty Computer Mouse Wireless	5	

Heavy Duty Extension Wire 5 meters	10	
Keyboard	6	
Extended Mouse Pad	15	
Re Writable CD with Case	2	
Re-Writable DVD	5	
UPS 1000VA	6	
Wifi Receiver	3	
WLAN Adaptor	10	
Air Freshener Lemon	173	
Air Freshener Gel	5	
Alcohol 75% 500ml	195	
Alcohol	80	
Toilet Bowl Cleaner	114	

Toiler Bowl Cleaner Powder	10	
Toilet Deodorizer	90	
Zonrox	72	
Muriatic (Toilet bowl cleaner)	5	
Glass Cleaner	2	
Fabric Conditioner	105	
Detergent Powder 1kg	110	
Soap Bar	50	
Dishwashing Liquid	65	
Dishwashing paste (400g)	30	
Disinfectant Spray	36	
Car freshener	15	
Brush Heavy Duty w/ Handle	15	

Scrub Brush	12	
Mop Bucket heavy duty (hard plastic	5	
Pail	12	
Toilet Brush	2	
Tornado Mop	20	
Tornado Mop Refill	30	
Toilet Pump	2	
Sponge	33	
Soft Broom	34	
Hard Broom	82	
Doormat (Good Quality)	10	
Rags (doormat)	50	
Bathroom Flor Mat Non Slip	4	

Hand Towel (colored)	136	
Car Cleansing Cloth (Canebo)	29	
Toilet Tissue Paper 3ply (ROLL)	45	
Table Tissue Paper 3ply	145	
Dust Pan	17	
Dustpan (Lata or Tin)	1	
Trash Bins Big Size w/ Trash Bag	30	
Trashcan Black	12	
Trashcan Blue	12	
Trashcan Green	12	
Garbage Bag (small)	5	
Garbage bag Large	90	
Gloves	6	

First Aid Kit	2	
T8 Led Tube Bulb No Starter 4ft	60	
Bulb (LED 9 Watts)	10	
<i>TOTAL</i> <i>(Approved Budget for the Contract)</i>		4,343,770.00
<i>Expected 1delivery timeframe after receipt of a Call-Off.</i>	<i>Within 60 calendar days upon issuance of Call-off.</i>	
<i>Remarks</i>	<i>No remarks</i>	
<i>SIGNATURE OVER PRINTED NAME</i>	<i>POSITION</i>	<i>DEPARTMENT/DIVISION</i>

Section VII. Technical Specifications

Notes for Preparing the Technical Specifications

A set of precise and clear specifications is a prerequisite for Bidders to respond realistically and competitively to the requirements of the Procuring Entity without qualifying their Bids. In the context of Competitive Bidding, the specifications (*e.g.* production/delivery schedule, manpower requirements, and after-sales service/parts, descriptions of the lots or items) must be prepared to permit the widest possible competition and, at the same time, present a clear statement of the required standards of workmanship, materials, and performance of the goods and services to be procured. Only if this is done will the objectives of transparency, equity, efficiency, fairness, and economy in procurement be realized, responsiveness of bids be ensured, and the subsequent task of bid evaluation and post-qualification facilitated. The

specifications should require that all items, materials and accessories to be included or incorporated in the goods be new, unused, and of the most recent or current models, and that they include or incorporate all recent improvements in design and materials unless otherwise provided in the Contract.

Samples of specifications from previous similar procurements are useful in this respect. The use of metric units is encouraged. Depending on the complexity of the goods and the repetitiveness of the type of procurement, it may be advantageous to standardize the General Technical Specifications and incorporate them in a separate subsection. The General Technical Specifications should cover all classes of workmanship, materials, and equipment commonly involved in manufacturing similar goods. Deletions or addenda should then adapt the General Technical Specifications to the particular procurement.

Care must be taken in drafting specifications to ensure that they are not restrictive. In the specification of standards for equipment, materials, and workmanship, recognized Philippine and international standards should be used as much as possible. Where other particular standards are used, whether national standards or other standards, the specifications should state that equipment, materials, and workmanship that meet other authoritative standards, and which ensure at least a substantially equal quality than the standards mentioned, will also be acceptable. The following clause may be inserted in the Special Conditions of Contract or the Technical Specifications.

Sample Clause: Equivalency of Standards and Codes

Wherever reference is made in the Technical Specifications to specific standards and codes to be met by the goods and materials to be furnished or tested, the provisions of the latest edition or revision of the relevant standards and codes shall apply, unless otherwise expressly stated in the Contract. Where such standards and codes are national or relate to a particular country or region, other authoritative standards that ensure substantial equivalence to the standards and codes specified will be acceptable.

Reference to brand name and catalogue number should be avoided as far as possible; where unavoidable they should always be followed by the words “*or at least equivalent.*” References to brand names cannot be used when the funding source is the GOP.

Where appropriate, drawings, including site plans as required, may be furnished by the Procuring Entity with the Bidding Documents. Similarly, the Supplier may be requested to provide drawings or samples either with its Bid or for prior review by the Procuring Entity during contract execution.

Bidders are also required, as part of the technical specifications, to complete their statement of compliance demonstrating how the items comply with the specification.

Technical Specifications

Item Number	Specification	Statement of Compliance
1	Brother Ink Black BTD60BK	“Comply” or “Not Comply”
2	Brother Ink Cyan BT5000 C	“Comply” or “Not Comply”
3	Brother Ink Magenta BT5000M	“Comply” or “Not Comply”
4	Brother Ink Yellow BT5000 Y	“Comply” or “Not Comply”
5	INK #6642, CYAN	“Comply” or “Not Comply”
6	INK #6643, MAGENTA	“Comply” or “Not Comply”
7	INK #6644, YELLOW	“Comply” or “Not Comply”
8	Ink 003 black	“Comply” or “Not Comply”
9	Ink Epson T05A1 Black	“Comply” or “Not Comply”
10	Ink Epson T05A2 Cyan	“Comply” or “Not Comply”
11	Ink Epson T05A3 Magenta	“Comply” or “Not Comply”
12	Ink Epson T05A4 Yellow	“Comply” or “Not Comply”
13	Ink Epson T05C1 (Black)	“Comply” or “Not Comply”
14	Ink Epson T05C2 (Cyan)	“Comply” or “Not Comply”
15	Ink Epson T05C3 (Magenta)	“Comply” or “Not Comply”
16	Ink Epson T05C4 (yellow)	“Comply” or “Not Comply”

17	Epson Maintenance box 6490	“Comply” or “Not Comply”
18	Epson Maintenance box T6714	“Comply” or “Not Comply”
19	Epson Workforce Maintenance Box 878	“Comply” or “Not Comply”
20	Maintenance Box Epson L6270	“Comply” or “Not Comply”
21	Maintenance Box Epson Workforce Pro WF - C878R	“Comply” or “Not Comply”
22	Maintenance Box L14150 - T04D1	“Comply” or “Not Comply”
23	Maintenance Box L1455 -T6711	“Comply” or “Not Comply”
24	Maintenance Box L15150 - C9345	“Comply” or “Not Comply”
25	Maintenance Box L3110	“Comply” or “Not Comply”
26	Maintenance Box L6290	“Comply” or “Not Comply”
27	Maintenance Box L6460	“Comply” or “Not Comply”
28	Maintenance Box MF T45000W	“Comply” or “Not Comply”
29	A3 Bond Paper	“Comply” or “Not Comply”
30	Neon Green Paper (FSI) A4 Size	“Comply” or “Not Comply”
31	Vellum Board A4 Cream Color	“Comply” or “Not Comply”
32	Photopaper Premium Glossy A4 Size	“Comply” or “Not Comply”
33	Special Paper	“Comply” or “Not Comply”
34	Mylar Paper (20x20m 100m)	“Comply” or “Not Comply”
35	Mylar Paper (24x20m 100m)	“Comply” or “Not Comply”

36	Expandable Envelop	“Comply” or “Not Comply”
37	Expanded Folder Long (Brown)	“Comply” or “Not Comply”
38	Folder Ordinary A4 size	“Comply” or “Not Comply”
39	Folder Ordinary Long (White)	“Comply” or “Not Comply”
40	DPWH File Folder A4	“Comply” or “Not Comply”
41	DPWH File Folder Legal	“Comply” or “Not Comply”
42	Sticky Notes 3x5	“Comply” or “Not Comply”
43	Sticky Notes (100pcs/set. 85x85mm) tricolor	“Comply” or “Not Comply”
44	Engineering Field Book	“Comply” or “Not Comply”
45	Notebook	“Comply” or “Not Comply”
46	Record Book 300pg	“Comply” or “Not Comply”
47	Record Book 500 pages	“Comply” or “Not Comply”
48	Ballpen Black	“Comply” or “Not Comply”
49	Ballpen Blue	“Comply” or “Not Comply”
50	Ballpen (Gel Pen, Violet, 0.5 mm, 50 pcs/box)	“Comply” or “Not Comply”
51	Ballpen Lavander	“Comply” or “Not Comply”
52	Mylar Paper (20x20m 100m)	“Comply” or “Not Comply”
53	Signpen Black 0.5	“Comply” or “Not Comply”

54	Signpen Black 0.7	“Comply” or “Not Comply”
55	Signpen Blue 0.5	“Comply” or “Not Comply”
56	Signpen Blue 0.3	“Comply” or “Not Comply”
57	Signpen Blue 0.7	“Comply” or “Not Comply”
58	Signpen Lavander 0.3	“Comply” or “Not Comply”
59	Pencil	“Comply” or “Not Comply”
60	Permanent Marker Black Broad	“Comply” or “Not Comply”
61	Permanent Marker Fine Black	“Comply” or “Not Comply”
62	Board Marker Black	“Comply” or “Not Comply”
63	Paper Clip 33mm	“Comply” or “Not Comply”
64	Paper Clip 50mm	“Comply” or “Not Comply”
65	Binder Clip 1 1/4 inch	“Comply” or “Not Comply”
66	Binder Clip 1 inch	“Comply” or “Not Comply”
67	Binder Clip 2 inch	“Comply” or “Not Comply”
68	Binder Clip ¾	“Comply” or “Not Comply”
69	Battery AA	“Comply” or “Not Comply”

70	Battery AAA	“Comply” or “Not Comply”
71	Heavy Duty Puncher	“Comply” or “Not Comply”
72	Heavy Duty Stapler	“Comply” or “Not Comply”
73	Heavy duty Staple remover (Pincher)	“Comply” or “Not Comply”
74	Push Cart Heavy Duty 300kg Capacity (Stanley)	“Comply” or “Not Comply”
75	Push Pin	“Comply” or “Not Comply”
76	Foldable Shopping Trolley Cart Organizer Basket	“Comply” or “Not Comply”
77	Fastener Metal	“Comply” or “Not Comply”
78	File Organizer Tray	“Comply” or “Not Comply”
79	Flourescent Marker	“Comply” or “Not Comply”
80	Glue Stick	“Comply” or “Not Comply”
81	Clip Board	“Comply” or “Not Comply”
82	Correction Tape	“Comply” or “Not Comply”
83	Counter Clicker	“Comply” or “Not Comply”
84	Cutter heavy duty	“Comply” or “Not Comply”
85	Stamp Pad Big (Violet)	“Comply” or “Not Comply”
86	Stamp Pad Color Black	“Comply” or “Not Comply”

87	stamp pad ink black	“Comply” or “Not Comply”
88	Stamp Pad No.2 Purple	“Comply” or “Not Comply”
89	stampad blue	“Comply” or “Not Comply”
90	16 Digit Numbering Stamp	“Comply” or “Not Comply”
91	Staple Wire #35	“Comply” or “Not Comply”
92	Staple Wire No. 23.6	“Comply” or “Not Comply”
93	Self Ink paid w/ Dater	“Comply” or “Not Comply”
94	Dater (year 2025 onwards)	“Comply” or “Not Comply”
95	Scissor big Heavy duty	“Comply” or “Not Comply”
96	Scotch Tape 1	“Comply” or “Not Comply”
97	Rubber Band	“Comply” or “Not Comply”
98	Ruler 12 Inches (Metal)	“Comply” or “Not Comply”
99	Eraser sterling	“Comply” or “Not Comply”
100	Paper Cutter	“Comply” or “Not Comply”
101	Pen Organizer	“Comply” or “Not Comply”
103	White Board 4x8 feet	“Comply” or “Not Comply”
104	White Board 60cmX60cm	“Comply” or “Not Comply”
105	Tape Dispenser	“Comply” or “Not Comply”

106	Universal Socket Adapter	“Comply” or “Not Comply”
107	Vacuum Cleaner	“Comply” or “Not Comply”
108	Masking Tape 2"	“Comply” or “Not Comply”
109	Packaging tape 2 " brown	“Comply” or “Not Comply”
110	Double Sided Tape 1"	“Comply” or “Not Comply”
111	Scientific Calculator FX - 991 ES Plus - 2nd Edition	“Comply” or “Not Comply”
112	Scientific Calculator fx-82ES plus	“Comply” or “Not Comply”
113	Calculator 12 Digits	“Comply” or “Not Comply”
114	Calculator 16 Digits	“Comply” or “Not Comply”
115	Casio Heavy Duty Calculator (DS-2TS)	“Comply” or “Not Comply”
116	Extension Cord 4 universal Sockets	“Comply” or “Not Comply”
117	Digital Laser Tape Measure	“Comply” or “Not Comply”
118	Portable External SSD 2TB	“Comply” or “Not Comply”
119	Portable SSD (1TB)	“Comply” or “Not Comply”
120	Flash Drive 3.0 64gb	“Comply” or “Not Comply”
121	Flash Drive 2gb	“Comply” or “Not Comply”
122	Flashdrive 32gb	“Comply” or “Not Comply”

123	Flashdrive OTG 256GB	“Comply” or “Not Comply”
124	HDMI Cable 10m	“Comply” or “Not Comply”
125	HDMI Cable 20m	“Comply” or “Not Comply”
126	Heavy Duty Computer Mouse	“Comply” or “Not Comply”
127	Heavy Duty Computer Mouse Wireless	“Comply” or “Not Comply”
128	Heavy Duty Extension Wire 5 meters	“Comply” or “Not Comply”
129	Keyboard	“Comply” or “Not Comply”
130	Extended Mouse Pad	“Comply” or “Not Comply”
131	Re Writable CD with Case	“Comply” or “Not Comply”
132	Re-Writable DVD	“Comply” or “Not Comply”
133	UPS 1000VA	“Comply” or “Not Comply”
134	Wifi Receiver	“Comply” or “Not Comply”
135	WLAN Adaptor	“Comply” or “Not Comply”
136	Air Freshener Lemon	“Comply” or “Not Comply”
137	Air Freshener Gel	“Comply” or “Not Comply”
138	Alcohol 75% 500ml	“Comply” or “Not Comply”
139	Alcohol	“Comply” or “Not Comply”

140	Toilet Bowl Cleaner	“Comply” or “Not Comply”
141	Toiler Bowl Cleaner Powder	“Comply” or “Not Comply”
142	Toilet Deodorizer	“Comply” or “Not Comply”
143	Zonrox	“Comply” or “Not Comply”
144	Muriatic (Toilet bowl cleaner)	“Comply” or “Not Comply”
145	Glass Cleaner	“Comply” or “Not Comply”
146	Fabric Conditioner	“Comply” or “Not Comply”
147	Detergent Powder 1kg	“Comply” or “Not Comply”
148	Soap Bar	“Comply” or “Not Comply”
149	Dishwashing Liquid	“Comply” or “Not Comply”
150	Dishwashing paste (400g)	“Comply” or “Not Comply”
151	Disinfectant Spray	“Comply” or “Not Comply”
152	Car freshener	“Comply” or “Not Comply”
153	Brush Heavy Duty w/ Handle	“Comply” or “Not Comply”
155	Scrub Brush	“Comply” or “Not Comply”
156	Mop Bucket heavy duty (hard plastic	“Comply” or “Not Comply”
157	Pail	“Comply” or “Not Comply”

158	Toilet Brush	“Comply” or “Not Comply”
159	Tornado Mop	“Comply” or “Not Comply”
160	Tornado Mop Refill	“Comply” or “Not Comply”
161	Toilet Pump	“Comply” or “Not Comply”
162	Sponge	“Comply” or “Not Comply”
163	Soft Broom	“Comply” or “Not Comply”
164	Hard Broom	“Comply” or “Not Comply”
165	Doormat (Good Quality)	“Comply” or “Not Comply”
166	Rags (doormat)	“Comply” or “Not Comply”
167	Bathroom Flor Mat Non Slip	“Comply” or “Not Comply”
168	Hand Towel (colored)	“Comply” or “Not Comply”
169	Car Cleansing Cloth (Canebo)	“Comply” or “Not Comply”
171	Toilet Tissue Paper 3ply (ROLL)	“Comply” or “Not Comply”
172	Table Tissue Paper 3ply	“Comply” or “Not Comply”
173	Dust Pan	“Comply” or “Not Comply”
174	Dustpan (Lata or Tin)	“Comply” or “Not Comply”

175	Trash Bins Big Size w/ Trash Bag	“Comply” or “Not Comply”
176	Trashcan Black	“Comply” or “Not Comply”
177	Trashcan Blue	“Comply” or “Not Comply”
178	Trashcan Green	“Comply” or “Not Comply”
179	Garbage Bag (small)	“Comply” or “Not Comply”
180	Garbage bag Large	“Comply” or “Not Comply”
181	Gloves	“Comply” or “Not Comply”
182	First Aid Kit	“Comply” or “Not Comply”
183	T8 Led Tube Bulb No Starter 4ft	“Comply” or “Not Comply”
184	Bulb (LED 9 Watts)	“Comply” or “Not Comply”

Section VIII. Checklist of Technical and Financial Documents

Notes on the Checklist of Technical and Financial Documents

The prescribed documents in the checklist are mandatory to be submitted in the Bid, but shall be subject to the following:

- a. GPPB Resolution No. 09-2020 on the efficient procurement measures during a State of Calamity or other similar issuances that shall allow the use of alternate documents in lieu of the mandated requirements; or
- b. Any subsequent GPPB issuances adjusting the documentary requirements after the effectivity of the adoption of the PBDs.

The BAC shall be checking the submitted documents of each Bidder against this checklist to ascertain if they are all present, using a non-discretionary “pass/fail” criterion pursuant to Section 30 of the 2016 revised IRR of RA No. 9184.

Checklist of Technical and Financial Documents

I. TECHNICAL COMPONENT ENVELOPE

Class “A” Documents

Legal Documents

- ☐ (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages);
or
- ☐ (b) Registration certificate from Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives or its equivalent document,
and
- ☐ (c) Mayor’s or Business 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;
and
- ☐ (d) Tax clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).

Technical Documents

- ☐ (e) Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid; **and**

- ☐ (f) Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Sections 23.4.1.3 and 23.4.2.4 of the 2016 revised IRR of RA No. 9184, within the relevant period as provided in the Bidding Documents; **and**
- ☐ (g) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission;
or
Original copy of Notarized Bid Securing Declaration; **and**
- ☐ (h) Conformity with the Technical Specifications, which may include production/delivery schedule, manpower requirements, and/or after-sales/parts, if applicable; **and**
- ☐ (i) Original duly signed Omnibus Sworn Statement (OSS);
and if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.

Financial Documents

- ☐ (j) The Supplier's audited financial statements, showing, among others, the Supplier's total and current assets and liabilities, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission; **and**
- ☐ (k) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC);
or
A committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation.

Class "B" Documents

- ☐ (l) If applicable, a duly signed joint venture agreement (JVA) in case the joint venture is already in existence;
or
duly notarized statements from 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.

II. FINANCIAL COMPONENT ENVELOPE

- ☐ (m) Original of duly signed and accomplished Financial Bid Form; **and**
- ☐ (n) Original of duly signed and accomplished Price Schedule(s).

Other documentary requirements under RA No. 9184 (as applicable)

- ☐ (o) *[For foreign bidders claiming by reason of their country's extension of reciprocal rights to Filipinos]* Certification from the relevant government office of their country stating that Filipinos are allowed to participate in government procurement activities for the same item or product.
- ☐ (p) Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.

