

PHILIPPINE BIDDING DOCUMENTS

[PROCUREMENT OF GOODS]



Republic of the Philippines
COMMISSION ON AUDIT
Regional Office No. XIII
Butuan City

Procurement of Various IT Equipment
COA Region XIII
Butuan City

Public Bidding No. PB-2023-08-010

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.

Table of Contents

Glossary of Acronyms, Terms, and Abbreviations	4
Section I. Invitation to Bid.....	7
Section II. Instructions to Bidders.....	11
1. Scope of Bid	12
2. Funding Information.....	12
3. Bidding Requirements	12
4. Corrupt, Fraudulent, Collusive, and Coercive Practices	12
5. Eligible Bidders.....	12
6. Origin of Goods	13
7. Subcontracts	13
8. Pre-Bid Conference	14
9. Clarification and Amendment of Bidding Documents	14
10. Documents comprising the Bid: Eligibility and Technical Components	14
11. Documents comprising the Bid: Financial Component	14
12. Bid Prices	14
13. Bid and Payment Currencies	15
14. Bid Security	15
15. Sealing and Marking of Bids	16
16. Deadline for Submission of Bids	16
17. Opening and Preliminary Examination of Bids	16
18. Domestic Preference	16
19. Detailed Evaluation and Comparison of Bids	16
20. Post-Qualification	17
21. Signing of the Contract	17
Section III. Bid Data Sheet	18
Section IV. General Conditions of Contract	21
1. Scope of Contract	22
2. Advance Payment and Terms of Payment	22
3. Performance Security	22
4. Inspection and Tests	22
5. Warranty	23
6. Liability of the Supplier	23
Section V. Special Conditions of Contract	24
Section VI. Schedule of Requirements	29
Section VII. Technical Specifications	30
Section VIII. Checklist of Technical and Financial Documents	45

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
COMMISSION ON AUDIT
Regional Office No. XIII
Butuan City

INVITATION TO BID FOR
Procurement of Various IT Equipment
COA Region XIII, Butuan City

Bids and Awards Committee

1. The **Commission on Audit, Regional Office No. 13, Butuan City**, through the **General Fund for the year 2023** intends to apply the sum of **One Million Nine Hundred Ninety-Five Thousand Pesos Only (Php 1,995,000.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for **Procurement of Various IT Equipment**. Bids received in excess of the ABC shall be automatically rejected at bid opening.

The **Commission on Audit, Regional Office No. 13, Butuan City**, through the **General Fund for the year 2023** intends to apply the sum for the following lot;

>Lot-1: **Four Hundred Forty Thousand Pesos (Php 440,000.00);**
>Lot-2: **Three Hundred Sixty Thousand Pesos (Php360,000.00);**
>Lot-3: **Three Hundred-five Thousand Pesos (Php 305,000.00);**
>Lot-4: **Two Hundred Sixty-five Thousand Pesos (Php 265,000.00);**
>Lot-5: **One hundred Sixty Thousand Pesos (Php 160,000.00);**
>Lot-6: **Two Hundred Forty-five Thousand Pesos (Php245,000.00);**
>Lot-7: **One Hundred Fifty-five Thousand Pesos (Php155,000.00);**
>Lot-8: **Sixty-five Thousand Pesos (Php65,000.00), with a total amount of One Million Nine Hundred Ninety-five Thousand Pesos Only (Php1,995,000.00) for the Eight (8) Lots** being the Approved Budget for the Contract (ABC) to payments under the contract for each lot. Bids received in excess of the ABC for each lot shall be automatically rejected at bid opening.

2. The **Commission on Audit, Regional Office No. 13, Butuan City** now invites bids for **Procurement of Various IT Equipment for COA Region XIII, Butuan City**. Delivery of the Goods is **Thirty (30) Calendar Days upon receipt of the approved Purchase Order by the Supplier**. Bidders should have completed, within the **Two (2) years period** 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 II. Instructions to Bidders.

3. Bidding will be conducted through open competitive bidding procedures using a non-discretionary “pass/fail” criterion as specified in the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184, otherwise known as the “Government Procurement Reform Act”.

Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA 5183.

4. Prospective Bidders may obtain further information from **The Office of the Bids and Awards Committee, COA Regional Office No. 13, South Montilla Blvd., Butuan City** and inspect the Bidding Documents at the address given below during **office hours from Mondays to Fridays**.
5. A complete set of Bidding Documents may be acquired by interested Bidders on **August 08, 2023 until 2:00pm of August 29, 2023** (except Saturdays, Sundays and Holidays) from the address below *and upon payment of the applicable fee for the Bidding Documents in the amount of Two Thousand Pesos Only (Php 2,000.00) pursuant to the latest Guidelines issued by the GPPB*. It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS), provided that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.
6. The **Bids and Awards Committee of the Commission on Audit, Regional Office No. 13, Butuan City** will hold a Pre-Bid Conference¹ on **August 17, 2023 at 2:00pm at the Second Floor_Conference Room, COA Regional Office No. 13, South Montilla Blvd., Butuan City**.
7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below, on or before **August 29, 2023 at 2:00pm**. Late bids shall not be accepted. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 14.
8. Bid opening shall be on **August 29, 2023 at 2:00pm (or immediately after the deadline for submission of bids at the Second Floor_Conference Room, COA Regional Office No. 13, South Montilla Blvd., Butuan City**. Bids will be opened in the presence of the bidders’ representatives who choose to attend at the address below. Late bids shall not be accepted.
9. The **Commission on Audit, Regional Office No. 13, Butuan City** reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.
10. For further information, please refer to:

ENGR. DANTE M. JABUTAY
Head, BAC Secretariat
COA Regional Office No. 13
South Montilla Blvd., 8600 Butuan City
Telefax No. (085) 8173002
Mobile No. 0933-2731333
Email add: dante_jabutay@yahoo.com



ENGR. JUNREY E. LABATOS
BAC Chairperson
COA Regional Office No. 13
South Montilla Blvd., 8600 Butuan City

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, **Commission on Audit, Regional Office No. XIII** wishes to receive Bids for the **Procurement of Various IT Equipment for COA Regional Office No. XIII, Butuan City**, with identification number **PB-2023-08-010**.

The Procurement Project (referred to herein as “Project”) is composed of **Eight (8) Lot/s**, 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 **2023** in the amount of **One Million Nine Hundred Ninety-five Thousand Pesos Only (Php 1,995,000.00)**

2.2. The source of funding is:

a. **NGA, the General Appropriations Act or Special Appropriations, NFT No. 2023-0090 dated May 19, 2023.**

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 exceeding those allowed under the rules may participate pursuant to:
 - i. When a Treaty or International or Executive Agreement as provided in Section 4 of the RA No. 9184 and its 2016 revised IRR allow foreign bidders to participate;
 - ii. Citizens, corporations, or associations of a country, included in the list issued by the GPPB, the laws or regulations of which grant reciprocal rights or privileges to citizens, corporations, or associations of the Philippines;
 - iii. When the Goods sought to be procured are not available from local suppliers; or
 - iv. When there is a need to prevent situations that defeat competition or restrain trade.
 - b. 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 the specified date and time and either at its physical address 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 **two (2) years** 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.

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)**.

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 Declaration² 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 **120 calendar days from the date of the opening of bids**. Any Bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

² 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.

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 as indicated in paragraph 7 of the **IB**.

17. Opening and Preliminary Examination of Bids

17.1. The BAC shall open the Bids in public at the time, on the date, and at the place specified in paragraph 9 of the **IB**. The Bidders' representatives 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.

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 grouped into several lots, which shall be awarded as separate contracts per lot.
- 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

- 20.2. 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, that it is one of the eligible bidders who have submitted bids that are found to be technically and financially compliant,}the Bidder shall submit its latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment System (eFPS) and other appropriate licenses and permits required by law and stated in the **BDS**.

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**.

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	<p>For this purpose, contracts similar to the Project shall be:</p> <ul style="list-style-type: none"> a. <i>IT Equipment related procurement</i> b. completed within two (2) years period prior to the deadline for the submission and receipt of bids.
7.1	Sub-contracting is not allowed.
12	The price of the Goods shall be quoted DDP <i>Project Site</i> or the applicable International Commercial Terms (INCOTERMS) for this Project.
14.1	<p>The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts:</p> <ul style="list-style-type: none"> a. The amount of not less than Thirty-Nine Thousand Nine Hundred Pesos Only (Php 39,900.00) for the entire lot, 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 Ninety-Nine Thousand Seven Hundred Fifty Pesos Only (Php 99,750.00) for the entire lot, if bid security is in Surety Bond. c. Or the equivalent percentage of the ABC on a particular Lot that a Prospective Bidder may intend to participate.
19.3	<p>The lot(s) and reference is/are:</p> <ul style="list-style-type: none"> > Lot-1: Four Hundred Forty Thousand Pesos (Php 440,000.00); > Lot-2: Three Hundred Sixty Thousand Pesos (Php360,000.00); > Lot-3: Three Hundred Five Thousand Pesos (Php 305,000.00); > Lot-4: Two Hundred Sixty-five Thousand Pesos (Php 265,000.00); > Lot-5: One Hundred Sixty Thousand Pesos (Php 160,000.00); > Lot-6: Two Hundred Forty-five Thousand Pesos (Php245,000.00); > Lot-7: One Hundred Fifty-five Thousand Pesos (Php155,000.00); > Lot-8: Sixty-five Thousand Pesos (Php,000.00)

20.2	Bidders must submit only tax returns filed through the Electronic Filing and Payments System (EFPS). Note: The Latest income and business tax returns are those within the last two quarters preceding the date of bid submission. (The applicable quarter is: Quarter ending March, 2022 & June, 2022).
21.2	No additional requirement

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**.

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 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>to Commission on Audit, Regional Office No. XIII, Butuan City</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>Engr. EFREN L. SOLIVA</i>, ITO II, ATFS, or his duly authorized representative.</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> <ol 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
	<ol 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.

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.

Spare Parts –

The Supplier is required to provide all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the Supplier:

- 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:
 - 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.

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.

The Supplier shall carry sufficient inventories to assure ex-stock supply of consumable spare parts or components for the Goods for a period of **two (2) years**

Spare parts or components shall be supplied as promptly as possible, but in any case, within thirty (30) days if locally available or **two (2) months** of placing the order.

Packaging –

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

	<p>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 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	<i>Partial Payment is not Allowed.</i>
4	The inspections and tests that will be conducted are Performance Tests appropriate for the Goods as per Schedule of Requirements (Section VI).

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
Lot 1	All-In-One Desktop Computer, in units	2	2	Shall not exceed thirty (30) calendar days upon receipt of the Notice to Proceed. However, the delivery may be extended if the supplier can show proof of justifiable reasons.
	Laptop Computer, in units	6	6	
Lot 2	High-end Laptop Computer, in units	4	4	
Lot 3	Multi-function Managed Security Gateway, in unit	1	1	
	Unified Security Gateway, in units	3	3	
	Access Point (Wi-Fi 6), in units	5	5	
Lot 4	1TB M.2 NvMe SSD, in pcs.	4	4	
	1TB SSD 2.5" SATA III, in pcs.	6	6	
	Wireless HDMI (Many to One Connection), by lot	1	1	
	3 Transmitter and 1 Receiver), by set	2	2	
	Wireless HDMI (One to Many) Connection, 1 Transmitter and 4 Receiver), by set	1	1	
	Bluetooth 5.0 Audio Receiver Transmitter, in units	4	4	
	IP Camera 4 Mega Pixel, in units	6	6	
	Mini PC (CPU only), in unit	1	1	
Lot 5	Uninterrupted Power Supply (Ups), in units	5	5	
	A3 Wi-fi Duplex All-in-One Ink Tank Printer, in units	2	2	
Lot 6	4K Ultra Short throw 3LCD Projector, in unit	1	1	
Lot 7	Monochrome Copier Machine (Heavy Duty), in unit	1	1	
Lot 8	18 Sheet 100% Jam-Proof Crosscut Paper Shredder (Heavy Duty), in unit	1	1	

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	Specification	Statement of Compliance
		<p><i>[Bidders must state here either “Comply” or “Not Comply” against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of “Comply” or “Not Comply” must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer’s un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently</i></p>

		<p><i>found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidder's statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the applicable laws and issuances.]</i></p>
<p>Lot 1</p>	<p>All-in-One Desktop Computer</p> <p>Specifications: 23.8in FHD (1920 x 1080) LED, 250 nits 16:9 Intel Core i5-1240P processor 8GB soDIMM DDR4 256GB M.2 2280 PCI-E SSD + 1TB 2.5-inch 5400 RPM HDD Intel® UHD Graphics Windows 11 Home</p> <p>Free: MS Office for Home & Student 2021</p> <p>Detailed Specs:</p> <p>Processor: Intel Core i5-1240P processor (P-core from 1.7 GHz up to 4.4 GHz, E-core from 1.2 GHz up to 3.3 GHz, 12 MB cache, 4 P core/8 E-core/16-thread, 28W) Memory: 8GB soDIMM DDR4 Up to 32 GB of Dual-channel DDR4 3200 MHz Hard Disk Drive : - 256 GB M.2 2280 PCI-E SSD - 1 TB 2.5-inch 5400 RPM</p>	

	<p>Graphics: Intel® UHD Graphics Optical Drive: WITHOUT Webcam: Integrated 5.0 MP Full HD high-sense webcam with 2 stereo microphones Card Reader: YES Audio: DTS Audio Audio, Built-in stereo speakers Networking: WLAN 802.11ax/ac/a/b/g/n, Wi-Fi 6E and Bluetooth 5 LAN: Gigabit Ethernet Standard I/O Ports: Front/Side I/O connectors - Card reader: N - USB 2.0 Type A port(s): 1 Rear I/O connectors: - HDMI port(s): 1 (out) - LAN port(s): 1 - Audio jack(s): 1 - USB 3.2 Gen2 Type A port(s): 3 - USB 3.2 Gen2 Type C port(s): 1 Expansion Slots : - M.2 slot (for SSD): 1 - M.2 slot (for WLAN): 1 Power Supply and Adapter 65 W Keyboard & Mouse USB Wired Keyboard & Wired Mouse Speakers Built-in stereo speakers Monitor/Display Hinge N/A</p> <p>Accessory Monitor / Screen: - Touch support: N - Size (Inches): 23.8 - Display max resolution: 1920*1080 - Backlight: LED - Brightness (cd/m2): 250nits - Aspect ratio: 16:9 Operating System: Windows 11 Home SL with MS Office for Home & Student</p>	
	<p>Laptop Computer</p> <p>Specifications: Intel Core i7-1255U processor (12 MB Smart Cache, 1.7 GHz Performance-core with Intel Turbo Boost Technology 2.0 up to 4.7 GHz) 8GB of 3200Mhz DDR4 system memory 512GB NVMe SSD 15.6inch Full HD 1920 x 1080, high-brightness Comfy View LED-backlit TFT LCD Intel UHD Graphics 802.11a/b/g/n/ac wireless Dual Band + Bluetooth 5.0 Windows 11 Home Free: Microsoft Office Home and Student 2021</p> <p>Processor: Intel Core i7-1255U processor (12 MB Smart Cache, 1.7 GHz Performance-core with Intel Turbo Boost Technology 2.0 up to 4.7 GHz), supporting hybrid core architecture with Performance-core and Efficient core Memory: 1x 8GB of DDR4 system memory, upgradable to 32 GB using two soDIMM modules 3200Mhz DDR4 Storage: 512GB NVMe SSD (HDD Upgrade kit ready) Display: 15.6inch Full HD 1920 x 1080, high-brightness ComfyView LED-backlit TFT LCD, 16:9 aspect ratio Ultra-slim design Mercury free, environment friendly</p>	

	<p>Graphics: Intel UHD Graphics Special Technology OpenGL 4.6 OpenCL 3.0, Microsoft DirectX 12.1 Intel Quick Sync Video</p> <p>Network Connection</p> <p>WLAN: 802.11a/b/g/n/ac wireless Dual Band (2.4 GHz and 5 GHz) 2x2 MU-MIMO technology Supports Bluetooth 5.0 and later</p> <p>LAN: Gigabit Ethernet, Wake-on-LAN ready</p> <p>Operating System: Windows 11 Home</p> <p>Audio</p> <p>Two built-in stereo speakers Two built-in digital microphone</p> <p>Adapter: 3-pin 45 W AC adapter</p> <p>Battery: 40 Wh 3-cell Li-ion battery</p> <p>Battery Life: Up to 6.5 hours (based on video playback results)</p> <p>Camera :</p> <p>Video conferencing UFC with T-Type HD camera Compatible with Windows only 1280 x 720 resolution 720p HD video at 30 fps with Temporal Noise Reduction Blue Glass lens Dual Mic (33 mm + 33 mm) 78 x 3.2 (5.2) x 3 mm</p> <p>I/O Ports</p> <p>HDMI 2.1 port with HDCP support 3.5 mm headphone/speaker jack, supporting headsets with built-in microphone DC-in jack for AC adapter Ethernet (RJ-45) port Three USB 3.2 Gen 1 ports</p> <p>Warranty: 2 Years Warranty</p>	
Lot 2	<p>High-End LAPTOP Computer <i>(High-end laptop that can run AutoCAD 2D/3D and can render video editing fast)</i></p> <p>Specifications:</p> <p>15.6in display with IPS (In-Plane Switching) technology, Full HD 1920 x 1080 144Hz, 7ms, G-Sync Support AMD Ryzen™ 9 5900HX octa-core processor (up to 4 MB L2 cache, up to 16 MB L3 cache, 3.3 GHz with Precision Boost up to 4.6 GHz) 16GB of DDR4 3200 mhz system memory 512GB NVMe SSD NVIDIA GeForce RTX™ 3070 with 8 GB of dedicated GDDR6 VRAM Windows 11 Home</p> <p>Operating System: Windows 11 Home</p> <p>Processor Type: Ryzen 9</p> <p>Processor Model: AMD Ryzen™ 9 5900HX</p> <p>Processor Speed: 3.3 GHz</p> <p>Processor Speed: (turbo) 4.6 GHz</p> <p>Processor Core: Octa-core</p> <p>Standard Memory: 16 GB</p> <p>Maximum Memory: up to 32GB using two soDMM modules</p> <p>Memory Technology: DDR4 SDRAM</p> <p>Number of Total Memory: Slots 2</p> <p>Total Solid State Drive Capacity: 512 GB NVMe SSD</p>	

	<p>Support:</p> <ul style="list-style-type: none"> • 1x M.2 PCIe Gen4 x4 NVMe SSD slot: Supports up to 2TB • 1x 2.5" SATA III HDD slot: Supports up to 2TB <p>Screen Size: 39.6 cm (15.6") Display Screen Technology: IPS LCD Screen Resolution: FHD 1920x1080 Graphics Controller Manufacturer: NVIDIA Graphics Controller Model: GeForce RTX™ 3070 Audio Speakers: Yes / Number of Speakers: 2 Wireless LAN Standard: IEEE 802.11a/b/g/n/ac/ax Ethernet Technology: Killer Wi-Fi 6 AX1650 Built-in Devices: Webcam: Yes Webcam Resolution (front): 1280 x 720 resolution Interfaces/Ports HDMI: Yes / DisplayPort: Yes / USB: Yes Number of USB 3.2 Gen 1 Port: 2 Number of USB 3.2 Gen 2 Port: 1 Total Number of USB Ports: 3 Network (RJ-45): Yes Number of HDMI Ports: 1 Keyboard Backlight: Yes Battery Information: Number of Cells: 4 Cell Battery Chemistry/ Capacity: Lithium Ion (Li-Ion) / 57.5 Wh Power Supply: 3-pin 180 W AC adapter Warranty: 2 Years</p>	
Lot 3	<p>Multi-Function Managed Security Gateway (for internet load balancing, content filtering, management of internet usage, VPN configuration)</p> <p>Includes: Training/Configuration</p> <p>Specs: Cloud managed router 8 gigabit ports, 1 SFP port and 1 SFP+ port, supports 6 configurable WAN, up to 2000 clients with asymmetric 6 Gbps performance</p> <p>Top Highlights:</p> <ul style="list-style-type: none"> • Lifetime free Cloud management • Auto-provisioning • Self-Organizing Network • One-click optimizing • No controller require <p>Main Features:</p> <ul style="list-style-type: none"> • Cloud Management (Free) • L7 Deep Packet Inspection (DPI) • 3 years warranty • Remote monitoring and configuration • Type: Managed Router • Administration: Cloud, GUI, CLI, SSH, Telnet • Capacity: 6000 Mbps • Concurrent Users: Up to 2000 • Ram Memory: 2 GB • Hard Disk: 1 TB • Mounting: 19" Rack mount 	

<p>Hardware Specification CPU : Multi-core MIPS Fixed Ports : 8 1000BASE-T ports / 1 SFP port / 1 SFP+ port (non-combo) WAN Ports : Up to 6 Flash : 8M SPIFLASH Hard Disk : Standard 1TB Memory : 2G</p> <p>Performance & Feature Performance : 6000Mbps (1518 bytes) / 3725Mbps (512bytes) / 800Mbps (64 bytes) Concurrent Session : 600,000 Recommended Concurrent User : 2000 Portal Authentication Capacity : 1500 (Max Concurrent Users) Portal Authentication Type : Username/Password Auth (Local, Windows-based AD/LDAP Integration) / One-click Authentication; / Guest Voucher; Seamless Authentication (Portal) : Support App Caching : Support Cache Capacity : 100GB Cache Resources : Windows System Patches</p> <p>Network Protocol : Support TCP/IP protocols, including IP, ICMP, TCP, UDP, etc. : Support multiple routing protocols, including static routing, RIP (V1 / V2) and OSPF : Support DHCP Relay and DHCP Server : Support PPPoE Client : Support NAT and multiple NAT ALG including FTP, H.323, DNS, etc. : Support ARP, trusted ARP, proxy ARP, etc. : Support Ping and Traceroute fault detection</p> <p>ENTERPRISE Cloud for SME at Lifetime FREE Application Visibility Support self-developed 43 types of applications / more than 120 application features, customizable protocol identification : Support P2P : BitTorrent, eMule, Thunder, EDONKEY, FlashGet & etc. Multimedia : YouTube, Facebook Video, WebEx Conference & etc. Social Media : Facebook, Twitter, LinkedIn, Pinterest & etc. VOIP/Chat : Skype, Viber, Google Hangout, Jabber, Facebook Messenger & etc. Instant Messaging/Email : Gmail, MSN, QQ, YAHOO & etc. Software Update : Window, McAfee, Kaspersky, ESET & etc. Cloud-based File Collaboration : GoogleDrive, Dropbox, OneDrive, iCloud & etc. Enterprise Application : HTTP, FTP, SMTP, POP3, IMAP, Telnet, LOTUS-NOTES, SQL Server, Oracle, Mysql, HTTPS & etc.</p> <p>URL Filtering Support HTTP/HTTPS domain filtering Support remote HTTP automatic URL library upgrade Local log storage (NAT log, traffic log, URL log, etc.) Support storage on external log server WAN Load Balancing : Support (upto 6 WAN Port) High Availability : VRRP / RIP (Graceful Restart) / OSPF (Graceful Restart)</p>	
---	--

	<p>IPsec VPN Tunnel : 1000[2]</p> <p>Network Security Anti-ARP Spoofing Defense against malicious attacks from internal and external networks Support secure address binding Block WAN Ping Prevent Port Scan Attack Prevent Fragmentation Attack Prevent ICMP Flood Attack Prevent Teardrop Attack Prevent Ping of Death Attack Prevent Land Attack Prevent Smurf / Fraggle attack Prevent SYN Flood Attack</p> <p>Layer 2 Features : Support Bridging / Support LAN Port Aggregation</p> Smart Flow Control & AAA Integration User Online Behavior Management VPN & Traffic Visualization FREE Cloud Management App Caching for Download Acceleration Built-in Internet Audit Log Storage	
	<p>Unified Security Gateway (to be installed at PSAO-ADN and ADS for VPN connection)</p> <p>Specs: CPU: Multi-core MIPS Fixed Ports: 8 1000BASE-T ports (7x POE/POE+) Performance •1000Mbps (1518 bytes) •450Mbps (512bytes) •70Mbps (64 bytes) Concurrent Session: 100,000 Recommended Concurrent User: 300 Portal Authentication Capacity: 100 (Concurrent Users) Portal Authentication Type Username/Password Auth (Local, Windows-based AD/LDAP Integration) One-click Authentication; Guest Voucher Cache Capacity: 750MB Power Supply: 100-240V,50-60Hz,3A</p> <p>With L7 Deep Packet Inspection (DPI) With Enterprise VPN (Free IPSEC License) Integrated PoE Lifetime Free Signature Update</p>	
	<p>Access Point (Wi-Fi 6) (Replacement of the Old Access Point with Higher bandwidth)</p> <p>Highlight Features</p> <ul style="list-style-type: none"> • 5G optical port and 5G electrical port for flexible networking • Upgraded to Wi-Fi 6, a combined data rate of up to 8642 Mbps 	

	<ul style="list-style-type: none"> • AI radio for intelligent guidance of STA roaming, ensuring service continuity • Independent AI Radio for security protection, delivering better experiences and higher security • Unified WIS cloud management, intelligent O&M <p>Warranty: 3 Years</p>	
Lot 4	<p>1TB M.2 NVME SSD (for upgrade of the existing laptops)</p> <ul style="list-style-type: none"> •Sequential read: 7,450 •Sequential write: 6,900 	
	<p>1TB SSD 2.5 inch SATA III (for upgrade of the existing laptops)</p>	
	<ul style="list-style-type: none"> •Wireless HDMI (MANY to ONE connection) - 2 sets of (3 Transmitter and 1 Receiver) •Wireless HDMI (ONE to MANY connection) - 1 set of (1 Transmitter and 4 Receiver) <p>(to be use during meetings/slide presentations/seminars/webinars)</p> <p>Specifications for “Many to One” Wireless HDMI Wireless HDMI Transmitter & Receiver Extender Kits, Full HD 1080P@60Hz 5GHz 164ft Wireless Display Dongle, Plug and Play for Streaming, Laptops, PC, Media, PS4/5 (Kits)</p> <p>Wireless HDMI Extender Mode <i>Plug and Play One Touch to Cast</i> In Wireless HDMI Extender mode, just click the button on the transmitter to realize wireless transmission, and support 8 transmitters to connect to 1 receiver at the same time</p> <p>Dual Video Interface <i>HDMI+VGA Dual Screen Output</i> HDMI, VGA and 3.5mm jack can be collocated freely and output at the same time or separately</p> <p>Many-to-One Mode <i>One Click Switch</i> 8 transmitters can be connected to 1 receiver at the same time, one click switch, does not interfere with each other, and multiple screens can be shared •This operation requires additional purchase of transmitters, and the 1 receivers can support up to 8 transmitters.</p> <p>Wireless Display Dongle Mode <i>Use the Receiver Alone</i> Watching mobile video on a large screen makes watching movies more on-the-spot and experience cinema level viewing at home *Support Miracast, DLNA and AirPlay</p> <p>5G Transmission Ultra Low Delay 5G transmission protocol, the signal is stronger and more stable, play games, watch video HD smooth ultra low delay</p>	

	<p>Highly Compatible HDMI interface is highly compatible and can be convertible to other interfaces The device with HDMI interface can be used directly, and the device without HDMI interface can be used with HDMI converter</p> <p>Specifications for “One to Many” Wireless HDMI (1TX to 4RX) 200m Wireless HDMI Extender 5.8G Video Transmitter and Receiver for Camera Live, Streaming Laptop, PC to TV, Projector, Monitor</p>	
	<p>Bluetooth 5.0 Audio Receiver Transmitter (for wireless audio connection during seminars/meetings/programs)</p> <p><i>Specifications:</i> 2-In-1 80M Range Bluetooth 5.0 Receiver Transmitter CSR Aptx Audio Adapter 3.5mm Audio TX RX RCA USB Wireless Dongle</p>	
	<p>IP Camera 4Mega Pixel (Additional Surveillance IP Camera for COA Region 13)</p> <p>(includes: labor, materials and Installation)</p>	
	<p>Mini PC (CPU ONLY)</p> <ul style="list-style-type: none"> • Dimension:5.2in*4.9in*2in <p>(to be used as Portable server for testing of COA Application Software)</p> <p>Specifications: 11th Gen Quad-Core - 16GB DDR4 RAM & 512GB SSD - Mini PC Thunderbolt 3, Bluetooth, Wi-Fi and Cooling Fan for Entertainment and Business - Windows 11 pro</p> <p>specifications CPU: Intel i5-1135G7 Storage: 512GB M.2 NvME SSD Memory: 16GB DDR4 Supports: 2 x SO-DIMM DDR4 slot, up to 64GB Dual Channel, DDR4-2666 OS: Windows 11 PXE: YES</p> <p>Audio Azalia Codec support 2.1 channel output High Definition Audio Controller</p> <p>Network: Onboard RTL8111 PCI-E Gigabit Ethernet NIC 10/100/1000 BaseT LAN</p>	

	<p>Motherboard: 120 x 120mm customized size Video: Intel UHD Graphics / Intel Iris Xe Graphics</p> <p>Input/output port Switch: 1 x Power On/Off Switch Power: 1 x 19V DC In USB: 4 x USB 3.0 , 2 x USB 2.0 , 1 x Type-C Display: 2 x HDMI 2.0 , 1 x mini DP 1.4 LAN: 1 x RJ45 Giga LAN Audio: 1 x SPK, 1 x MIC Others: 2 x LED</p> <p>Storage slots: M.2: 1 x M.2 22*80 SSD for NVMe/SATA3.0 SATA: 1 x 2.5 inch SATA3.0 HDD/SSD</p> <p>TDP: 12-28W</p> <p>Wi-Fi: Module 1 x M.2 WiFi / Bluetooth Module Expansion 1 x M.2 5G Module(excluded)</p>	
Lot 5	<p>Uninterrupted Power Supply (UPS) Product Description: Ratings: 1500VA / 900W Battery: 2x 12V/8Ah Interface: 6x Universal Socket, LED Indicators Form Factor: Tower</p> <p>Features:</p> <ul style="list-style-type: none"> - LED display or LCD display selectable - Microprocessor based digital control - Boost and buck AVR for voltage stabilization - Auto Sensing Frequency - Wide input voltage range - Power on self test - Cold start - Auto restart when mains power is restored Auto track mains phase to ensure that inverter output voltage has same phase with utility voltage, reducing transfer time and peak surge. - Intelligent battery management: battery temperature compensation to extend --the battery life; three-stage charging to shorten recharge time - Short circuit, battery overcharge / over discharge, overload, surge protections - Automatic charging in OFF mode. - Optional no-load shutdown - Optional RS232 / USB Communication port and RJ11 / RJ45 protection - Unattended safety shutdown: system alarm and auto power-On / Off by RS232 or USB interface communicating with PC. 	
	<p>A3 Wi-Fi Duplex All-in-One Ink Tank Printer Automatic Duplex / Print speed up to Print speed up to 32ppm / 20ppm / Fax and ADF capability / Ethernet & Wi-Fi Direct</p>	

Specifications:

Automatic Two-Sided Printing

Connect - Print and share from anywhere

- Print from your iPad or iPhone
- Superb Quality and Cost-savings**
- prints black and white documents with razor sharp text

that are water and smudge-resistant.

- print lab-quality glossy photos on photo media paper at a

high resolution output of 4800dpi.

- Each set of inks yields 6,000 pages for black and 6,500

pages for colour, offering the lowest cost of printing

duplex on an A3 printer.

High Speed Duplex Printing

- print speeds of up to 18ipm for A4 & 10ipm for A3 sized

documents

- supports automatic duplex printing up to 8.7ipm for A4,

reducing paper consumption

Duplex Automatic Document Feeder

- equipped with a 35-sheet duplex ADF unit for convenient

scanning and copying of double-sided documents, even

up to A3 size.

Network Connectivity and Standalone Capability

- Equipped with Ethernet, Wi-Fi, and Wi-Fi Direct

Print Speed:

Draft, A4 (Black / Colour): Up to 32 ppm / 20 ppm

ISO 24734, A4 Simplex (Black / Colour): Up to 18 ipm / 10 ipm

ISO 24734, A4 Duplex (Black / Colour):Up to 8.7 ipm / 6.0 ipm

ISO 24734.2, A3 Simplex (Black / Colour):Up to 10 ipm / 6.0 ipm

ISO 24734.2, A3 Duplex (Black / Colour):Up to 6.0 ipm / 3.7 ipm

Photo Default:Approx. 42 sec per photo (with Border)

	<p>Copy Function: Copy Resolution:600 x 600 dpi Max Copies: 999 copies Reduction / Enlargement : 25 - 400%, Auto Fit Function Maximum Copy Size : A3</p>	
Lot 6	<p>4K Ultra Short Throw 3LCD Projector</p> <p>Specifications:</p> <ul style="list-style-type: none"> •3-chip 3LCD technology; 5,000 lumens of color/white brightness² •1080p with 4K Enhancement for stunning image clarity •Up to 160" diagonal image; 4.5x larger than a 75" flat panel •Easy integration with native 16:9 aspect ratio, supports 16:10, 21:9, 16:6 <p>Streamlined setup — digital zoom and image shifting make image alignment easy for desktop or wall mounted display; Projector's Setting Assist app ensures easy installation by automatically smoothing edges and corners</p> <p>Complex tasks made easy — with timesaving tools such as wake on sync; multiple EDID settings with digital image correction for ease of installation for nearly any image size/aspect ratio; built-in media player supports content management software</p> <p>Simple fleet management —projector management software provides an easy way to keep track of the health of your fleet from a central dashboard</p> <p>Projector Resolution: 4K Lumens: 5000 Throw Type: Ultra Short Throw Light Source: Laser Contrast Ratio: 2,500,000:1 Chipset: LCD Aspect Ratio: 16:9 [HD] Native Resolution: 1920x1080 Warranty: 3 Years Standard Lens Focus: Manual</p>	
Lot 7	<p>Monochrome Copier Machine (Heavy Duty)</p> <p>Specifications:</p> <p>3-in-1 Copy, Print, Scan Copy Speed: 26ppm Auto Reverse Document Feeder (ARDF) Memory: 512MB to 1GB Max. Paper Size: A3 Size Automatic Sorting Standard Paper Tray: 2 Sheets per Tray: 500 sheets Bypass Tray Paper Capacity: 100 Sheets Automatic Back to Back Copying</p>	

	<p>Interface: LAN and USB 2.0 Resolution: Up to 600 DPI Warranty: 1 year Warranty on parts Operator's Training</p> <p>Preventive Maintenance: •Able to conduct Monthly or Quarterly Checkup</p>	
Lot 8	<p>18-Sheet 100% Jam-Proof Crosscut Paper Shredder (Heavy Duty)</p> <p>Specs: Shred Type: Cross-Cut Shreds: CDs/DVDs, credit cards, paper clips, staples, junkmail Continuous Run Time: 30 Cool Down Time: 40 Bin Capacity: 9 gallons Bin Type: Pull-Out Bin Features: 100% Jam Proof, SafeSense, SilentShred, Energy Savings System</p> <p>Features:</p> <ul style="list-style-type: none"> • heavy-duty paper shredders can accommodate up to 18 sheets of paper at a time and also shred staples, credit cards, paper clips, CDs/DVDs, and junk mail • Ultra-Secure Shredding: Ideal for disposing of highly confidential documents, our heavy-duty shredder tears paper into cross-cut particles for enhanced security; Level P-4 security grade • Safe Sense Protection: Designed to help protect more than just your identity. automatically disables the shredder when hands or paws touch the paper opening. • Continuous 30-Minute Run Time: runs for up to 30 minutes before needing to cool down, meaning you're able to complete multiple shredding jobs in 1 sitting • Perfect for shared workspaces, this portable shredder has ultra-quiet operation and automatically detects and powers through tough jobs to prevent jams; Also includes a 9-gallon pull-out bin with a LED bin-full indicator 	

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.

Bid Form for the Procurement of Goods
[shall be submitted with the Bid]

BID FORM

Date: _____
Project Identification No.: _____

To: *[name and address of Procuring Entity]*

Having examined the Philippine Bidding Documents (PBDs) including the Supplemental or Bid Bulletin Numbers *[insert numbers]*, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to *[supply/deliver/perform]* *[description of the Goods]* in conformity with the said PBDs for the sum of *[total Bid amount in words and figures]* or the total calculated bid price, as evaluated and corrected for computational errors, and other bid modifications in accordance with the Price Schedules attached herewith and made part of this Bid. The total bid price includes the cost of all taxes, such as, but not limited to: *[specify the applicable taxes, e.g. (i) value added tax (VAT), (ii) income tax, (iii) local taxes, and (iv) other fiscal levies and duties]*, which are itemized herein or in the Price Schedules,

If our Bid is accepted, we undertake:

- a. to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements of the Philippine Bidding Documents (PBDs);
- b. to provide a performance security in the form, amounts, and within the times prescribed in the PBDs;
- c. to abide by the Bid Validity Period specified in the PBDs and it shall remain binding upon us at any time before the expiration of that period.

[Insert this paragraph if Foreign-Assisted Project with the Development Partner:

Commissions or gratuities, if any, paid or to be paid by us to agents relating to this Bid, and to contract execution if we are awarded the contract, are listed below:

Name and address of agent	Amount of Commission or gratuity	Purpose of
_____	_____	_____
_____	_____	_____
_____	_____	_____

(if none, state "None")]

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your Notice of Award, shall be binding upon us.

We understand that you are not bound to accept the Lowest Calculated Bid or any Bid you may receive.

We certify/confirm that we comply with the eligibility requirements pursuant to the PBDs.

The undersigned is authorized to submit the bid on behalf of *[name of the bidder]* as evidenced by the attached *[state the written authority]*.

We acknowledge that failure to sign each and every page of this Bid Form, including the attached Schedule of Prices, shall be a ground for the rejection of our bid.

Name: _____

Legal capacity: _____

Signature: _____

Duly authorized to sign the Bid for and behalf of: _____

Date: _____

Contract Agreement Form for the Procurement of Goods (Revised)

[Not required to be submitted with the Bid, but it shall be submitted within ten (10) days after receiving the Notice of Award]

CONTRACT AGREEMENT

THIS AGREEMENT made the _____ day of _____ 20____ between [name of PROCURING ENTITY] of the Philippines (hereinafter called “the Entity”) of the one part and [name of Supplier] of [city and country of Supplier] (hereinafter called “the Supplier”) of the other part;

WHEREAS, the Entity invited Bids for certain goods and ancillary services, particularly [brief description of goods and services] and has accepted a Bid by the Supplier for the supply of those goods and services in the sum of [*contract price in words and figures in specified currency*] (hereinafter called “the Contract Price”).

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents as required by the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184 shall be deemed to form and be read and construed as integral part of this Agreement, *viz.*:
 - i. Philippine Bidding Documents (PBDs);
 - i. Schedule of Requirements;
 - ii. Technical Specifications;
 - iii. General and Special Conditions of Contract; and
 - iv. Supplemental or Bid Bulletins, if any
 - ii. Winning bidder’s bid, including the Eligibility requirements, Technical and Financial Proposals, and all other documents or statements submitted;

Bid form, including all the documents/statements contained in the Bidder’s bidding envelopes, as annexes, and all other documents 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;
 - iii. Performance Security;
 - iv. Notice of Award of Contract; and the Bidder’s conforme thereto; and
 - v. Other contract documents that may be required by existing laws and/or the Procuring Entity concerned in the PBDs. **Winning bidder agrees that additional contract documents or information prescribed by the GPPB that are subsequently required for submission after the contract execution, such as the Notice to Proceed, Variation Orders, and**

Warranty Security, shall likewise form part of the Contract.

3. In consideration for the sum of *[total contract price in words and figures]* or such other sums as may be ascertained, *[Named of the bidder]* agrees to *[state the object of the contract]* in accordance with his/her/its Bid.
4. The *[Name of the procuring entity]* agrees to pay the above-mentioned sum in accordance with the terms of the Bidding.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the laws of the Republic of the Philippines on the day and year first above written.

[Insert Name and Signature]

[Insert Name and Signature]

[Insert Signatory's Legal Capacity]

[Insert Signatory's Legal Capacity]

for:

for:

[Insert Procuring Entity]

[Insert Name of Supplier]

Acknowledgment

[Format shall be based on the latest Rules on Notarial Practice]

Omnibus Sworn Statement (Revised)

[shall be submitted with the Bid]

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT

I, [Name of Affiant], of legal age, [Civil Status], [Nationality], and residing at [Address of Affiant], after having been duly sworn in accordance with law, do hereby depose and state that:

1. *[Select one, delete the other:]*

[If a sole proprietorship:] I am the sole proprietor or authorized representative of [Name of Bidder] with office address at [address of Bidder];

[If a partnership, corporation, cooperative, or joint venture:] I am the duly authorized and designated representative of [Name of Bidder] with office address at [address of Bidder];

2. *[Select one, delete the other:]*

[If a sole proprietorship:] As the owner and sole proprietor, or authorized representative of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached duly notarized Special Power of Attorney;

[If a partnership, corporation, cooperative, or joint venture:] I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];

3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, **by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;**

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. *[Select one, delete the rest:]*

[If a sole proprietorship:] The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a partnership or cooperative:] None of the officers and members of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a corporation or joint venture:] None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. *[Name of Bidder]* complies with existing labor laws and standards; and
8. *[Name of Bidder]* is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
 - a. Carefully examining all of the Bidding Documents;
 - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
 - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.
9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.
10. **In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.**

IN WITNESS WHEREOF, I have hereunto set my hand this ___ day of ___, 20__ at _____, Philippines.

[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]

[Insert signatory's legal capacity]

Affiant

[Jurat]

[Format shall be based on the latest Rules on Notarial Practice]

Bid Securing Declaration Form

[shall be submitted with the Bid if bidder opts to provide this form of bid security]

REPUBLIC OF THE PHILIPPINES)
CITY OF _____) S.S.

BID SECURING DECLARATION **Project Identification No.: *[Insert number]***

To: *[Insert name and address of the Procuring Entity]*

I/We, the undersigned, declare that:

1. I/We understand that, according to your conditions, bids must be supported by a Bid Security, which may be in the form of a Bid Securing Declaration.
2. I/We accept that: (a) I/we will be automatically disqualified from bidding for any procurement contract with any procuring entity for a period of two (2) years upon receipt of your Blacklisting Order; and, (b) I/we will pay the applicable fine provided under Section 6 of the Guidelines on the Use of Bid Securing Declaration, within fifteen (15) days from receipt of the written demand by the procuring entity for the commission of acts resulting to the enforcement of the bid securing declaration under Sections 23.1(b), 34.2, 40.1 and 69.1, except 69.1(f), of the IRR of RA No. 9184; without prejudice to other legal action the government may undertake.
3. I/We understand that this Bid Securing Declaration shall cease to be valid on the following circumstances:
 - a. Upon expiration of the bid validity period, or any extension thereof pursuant to your request;
 - b. I am/we are declared ineligible or post-disqualified upon receipt of your notice to such effect, and (i) I/we failed to timely file a request for reconsideration or (ii) I/we filed a waiver to avail of said right; and
 - c. I am/we are declared the bidder with the Lowest Calculated Responsive Bid, and I/we have furnished the performance security and signed the Contract.

IN WITNESS WHEREOF, I/We have hereunto set my/our hand/s this ____ day of *[month]* *[year]* at *[place of execution]*.

*[Insert NAME OF BIDDER OR ITS AUTHORIZED
REPRESENTATIVE]*

[Insert signatory's legal capacity]

Affiant

[Jurat]

[Format shall be based on the latest Rules on Notarial Practice]

IBP No. _____ *[date issued]*, *[place issued]*

