

PHILIPPINE BIDDING DOCUMENTS

(As Harmonized with Development Partners)

SUPPLY AND DELIVERY OF CGETDC ORGANIZATIONAL CLOTHING AND INDIVIDUAL EQUIPMENT

Government of the Republic of the Philippines

Sixth Edition 28 April 2023

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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)

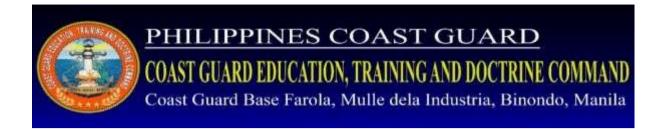
PSA – Philippine Statistics Authority.

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



CGETDC-ITB Nr. 2023-04-005

INVITATION TO BID FOR SUPPLY AND DELIVERY OF CGETDC ORGANIZATIONAL CLOTHING AND INDIVIDUAL EQUIPMENT

- 1. The COAST GUARD EDUCATION, TRAINING AND DOCTRINE COMMAND through the General Appropriations Act (GAA) 2023 intends to apply the sum of One Million Two Hundred Fifty-Eight Thousand Nine Hundred Thirty-Nine Pesos and 50/100 Centavos (Php 1,258, 939.50) being the ABC to payments under the contract for SUPPLY AND DELIVERY OF CGETDC ORGANIZATIONAL CLOTHING AND INDIVIDUAL EQUIPMENT. Bids received in excess of the ABC shall be automatically rejected at bid opening.
- 2. The COAST GUARD EDUCATION, TRAINING AND DOCTRINE COMMAND now invites bids for the above Procurement Project. Delivery of the Goods is required on the delivery schedule provided under Section VI (Schedule of Requirements) of this Bidding Documents commencing from the date of receipt of the Notice to Proceed. Bidders should have completed, within *five* (5) years 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 nondiscretionary "pass/fail" criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.
 - 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 No. 5183.
- 4. Prospective Bidders may obtain further information from *COAST GUARD EDUCATION, TRAINING AND DOCTRINE COMMAND* and inspect the Bidding Documents at the address given below Monday to Friday during office hours from 08:00 AM to 05:00 PM except non-working days (i.e Saturday and Sunday) legal

holiday, or special non-working holiday, or other nonworking days duly declared by the President, Governor, Mayor or other Government Official authorized to make such declaration.

5. A complete set of Bidding Documents may be acquired by interested Bidders on 28 April to 22 May 2023 from the given address below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of Five Thousand Pesos (Php 5,000.00).

It may also be downloaded free of charge from the website of the Philippines Government Electronic Procurement System (PhilGEPS) and the website of the Procuring Entity, provided that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

- 6. The *COAST GUARD EDUCATION*, *TRAINING AND DOCTRINE COMMAND* shall allow the bidder to present its proof of payment for the fees *in person or through email*.
- 7. The COAST GUARD EDUCATION, TRAINING AND DOCTRINE COMMAND will hold a Pre-Bid Conference¹ on 08 May 2023, 11:00 AM at Headquarters CGETDC, Coast Guard Base Farola Muelle dela Industria, Farola Compound Binondo Manila, which shall be open to prospective bidders.
- 8. Bids must be duly received by the BAC Secretariat through (i) manual submission at the office address indicated below, on or before 22 May 2023, 10:00 AM. Late bids shall not be accepted.
- 9. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB Clause 14**.
- 10. Bid opening shall be on 22 May 2023, 10:00 AM onwards at the given address below at the Headquarters CGETDC, Coast Guard Base Farola Muelle dela Industria, Farola Compound Binondo Manila, Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
- 11. Bidders shall bear all costs associated with the preparation and submission of their bids, and the *CGETDC* will in no case, be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

Bidders should note that the *CGETDC* will accept bids only from those that have paid the applicable fee for the Bidding Documents.

The *CGETDC* assumes no responsibility whatsoever to compensate or indemnify bidders for any expenses incurred in the preparation of their bids.

In accordance with Government Procurement Policy Board (GPPB) Circular 06-2005 - Tie-Breaking Method, the Bids and Awards Committee (BAC) shall use a

nondiscretionary and non-discriminatory measure based on sheer luck or chance, which is "DRAW LOTS," in the event that two (2) or more bidders have been post-qualified and determined as the bidder having the Lowest Calculated Responsive Bid (LCRB) to determine the final bidder having the LCRB, based on the following procedures:

- a. In alphabetical order, the bidders shall pick one rolled paper.
- b. The lucky bidder who would pick the paper with a "CONGRATULATIONS" remark shall be declared as the final bidder having the LCRB and recommended for award of the contract.
- 12. The Coast Guard Education, Training and Doctrine Command 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 Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
- 13. For further information, please refer to:

CG LTJG DINA MAE B HERRERA

Acting Procurement Officer, CGETDC DCTS for Logistics, T4 Office
Coast Guard Education, Training and Doctrine Command Coast Guard Base Farola, Muelle Dela Industria, Binondo Manila cgetclogisticst4@gmail.com

14. You may visit the following websites:

For downloading of Bidding Documents: www.philgeps.gov.ph or www.coastguard.gov.ph

28 April 2023

CG CAPT PAMELA DC DOLINA
Chair, CGETDC- Bids and Awards Committee



Section II. Instructions to Bidders

1. Scope of Bid

The Procuring Entity, *CGETDC* wishes to receive Bids for the **SUPPLY AND DELIVERY OF CGETDC ORGANIZATIONAL CLOTHING AND INDIVIDUAL EQUIPMENT**, with identification number *CGETDC-ITB Nr. 2023-04-005*

The details of the Procurement Project (referred to herein as "Project") are described in Section VII (Technical Specifications).

2. Funding Information

2.1. The Government of the Philippines (GOP) through the General Appropriations Act (GAA) of 2023 in the amount of **One Million Two Hundred Fifty-Eight Thousand Nine Hundred Thirty-Nine Pesos and 50/100 Centavos (Php 1,258, 939.50)** as the Approved Budget for the Contract (ABC).

The source of funding is General Appropriations Act (GAA) of 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. 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 equivalent to at least twenty-five percent (25%) of the ABC or not less than the amount of *Three Hundred Fourteen Thousand Seven Hundred Thirty-four Pesos and Eighty-Seven Centavos Only (Php 314,734.87)*
- 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 Subcontracting is allowed.

8. Pre-Bid Conference

The Procuring Entity will hold a pre-bid conference for this Project on 08 May 2023, 11:00 AM at the Headquarters CGETDC, Coast Guard Base Farola Muelle dela Industria, Farola Compound Binondo Manila and/or through videoconferencing/webcasting as indicated in paragraph 7 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 *five* (5) *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.
- 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.

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, exwarehouse, 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 the **BDS**.

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 the **BDS**.

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 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 *one hundred twenty (120) calendar days* from the date of the opening of bid. Any Bid not accompanied by an acceptance bid security shall be rejected by the Procuring Entity as nonresponsive

15. Sealing and Marking of Bids

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

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.

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 8 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 10 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 Entity's 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 14 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. 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, 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

Bid Data Sheet

ITB Clause	
5.3	For this purpose, contracts similar to the Project shall be:
	a. Any Supply and Delivery of ORGANIZATIONAL CLOTHING AND INDIVIDUAL EQUIPMENT
	b. completed within <i>five</i> (5) <i>years</i> prior to the deadline for the submission and receipt of bids.
7.1	No portion of the contract shall be sub-contracted.
12	The price of the Goods shall be quoted DDP at CGETDC , Coast Guard Base Farola, Muelle dela Industria, Farola Compound, Binondo, Manila.
14.1	The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts:
	a. The amount of not less than two percent (2%) of ABC or at least the amount of Twenty-Five Thousand One Hundred Seventy-Eight Pesos and Seventy-Nine Centavos Only (Php 25,178.79) 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 five percent (5%) of ABC of at least the amount of Sixty-Two Thousand Nine Hundred Forty-Six Pesos and Ninety-Seven Centavos Only (Php 62,946.97) if bid security is in Surety Bond.
19.3	Partial bid is not allowed. The goods are grouped in a single lot and the lot shall not be divided into sub-lots for the purpose of bidding, evaluation, and contract award.
	The Project shall be awarded as One Project having several items that shall be awarded as one contract.

20.2	No additional requirements. The bidder having the Lowest Calculated Bid (LCB) or Single Calculated Bid (SCB) shall submit within a non-extendible period of five (5) calendar days from the BAC Notice as the LCB/SCB, the following:
	 In case the bidder has just submitted the Class "A" Legal eligibility requirements and Audited Financial Statement (AFS), a valid PhilGEPS Registration Certificate; Latest income and business tax returns filed and paid through the BIR
	Electronic Filing and Payment System (eFPS); In accordance with Executive Order (E.O.) No. 398, Revenue Regulation (R.R.) No. 03-2005 and Revenue Memorandum Circular
	(RMC) $16 - 2005$, the above-mentioned tax returns shall refer to the following:
	2.1. Latest Income Tax Return (ITR) shall be the ITR for the preceding year, whether calendar or fiscal, and
	2.2. Latest Business Tax Returns shall refer to the Value Added Tax (VAT) or Percentage Tax filed and paid covering the previous six (6) months before the date of Submission, Receipt, Opening & Preliminary Examination of Bids.
21.2	In addition to the submission of a Performance Securing Declaration or any of the allowable forms of Performance Security provided under Section 39.2 of the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (R.A.) No. 9184, the bidder having the Lowest/Single Calculated Responsive Bid shall submit a Certificate of No Pending Case within ten (10) calendar days from receipt of the Notice of Award (NOA).



Section IV. General 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 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 In addition to tests in the SCC, Section VII (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

Special Conditions of Contract

GCC	
Clause	
1	Delivery and Documents –
	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:
	For Goods supplied from abroad:
	Delivery terms applicable to the Contract are DDP delivered at the Coast Guard
	Education, Training and Doctrine Command, Farola Compound, Muelle Dela Industria, Binondo, Manila in accordance with INCOTERMS."
	For Goods supplied from within the Philippines:
	Delivery terms applicable to this Contract are DDP delivered at the Coast Guard
	Education, Training and Doctrine Command, Farola Compound, Muelle Dela Industria, Binondo, Manila. Risk and title will pass from the Supplier to the Procuring Entity upon receipt and final acceptance of the Goods at their final destination."
	Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in Section VI (Schedule of Requirements).
	For purposes of this Clause the Procuring Entity's Representative at the Project Site is:
	CG LTSG AVA JEAN T LOPEZ
	Logistics Officer
	DCTS for Logistics, T4 Office
	Coast Guard Education, Training and Doctrine Command
	Coast Guard Base Farola, Muelle Dela Industria, Binondo Manila Contact Number: 09672385222
	cgetclogisticst4@gmail.com
	Transportation –
	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.

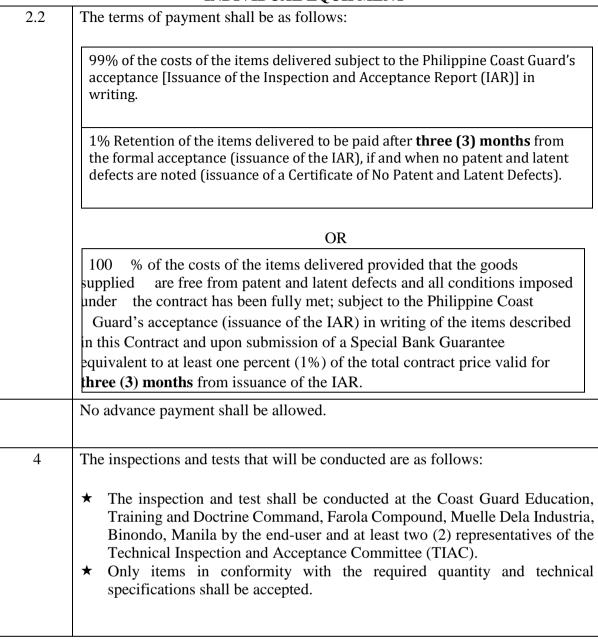
Where the Supplier is required under this Contract to transport the Goods to a specified place of destination within the Philippines, defined as the Project Site, transport to such place of destination in the Philippines, including insurance and storage, as shall be specified in this Contract, shall be arranged by the Supplier, and related costs shall be included in the contract price.

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.

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.

Intellectual Property Rights –

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.





Section VI. Schedule of Requirements

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	Unit	Delivered, Weeks/Months
	Drill Instructor's Unifo	orm		
1	Long Sleeve with Necktie	33		
2 Drill Instructor's Hat		33		
3	Drill Instructor's Badge	33		
4	Garterized Belt	33		
5	Buckles	33		Delivery Period:
6	Non-Officer Nameplate	33		Within Forty-Five (45) Calendar days
7	Trousers	33		from receipt by the winning supplier of
	PCGSB Gala Uniform	n		the Notice to Proceed (NTP)
8	Navy Blue Gala	140		Delivery Site: Aboard
9	White Pants	70		Coast Guard Education, Training
10	Blue Pants	70		and Doctrine Command.
11	Uniform Paraphernalia (Non- Officer Nameplate, White Belt with Gold Buckles, Lanyard Yellow Gold)	70		
12	White Pershing Cap	70		
13	Dress Shoes	70		

CONFORME:

[Signature of the Authorized Rep.]	[in the capacity of] (Please indicate position of Authorized Rep.)]
Duly authorized to sign Bid for and on b	ehalf of
(Please indicate name of company)	



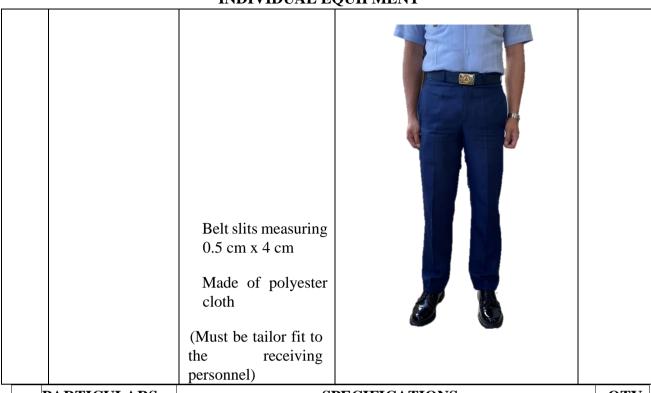
Section VII. Technical Specifications

Technical Specifications

	PARTICULARS	SF	PECIFICATIONS	QTY
		DRILL INSTRUC	TOR'S UNIFORM	
1	Long Sleeve with Necktie	Fiber: Polyester Color: Light Blue Sleeves have a button Side Pocket: 2 ½" wide by 5" deep, with eyelet holes, shield shaped flaps Long sleeve style Necktie Color: Navy blue, stretchable ready to wear type (Must be tailor fit to the receiving personnel)		33
2	Drill Instructor's Hat	Made of Hardened Abaca, Size of the cup depends on the wearer With Brass Insignia of 3" by 6" and PCG Logo With leather strap of at least 10" long connected by steel clips Color: Black		33

	INDIVIDUAL EQUIPMENT				
3	Drill Instructor's Badge	Dimensions: Height: 1.6 inches Width: 2.4 Inches Silver Plated embossed finish With two (2) 3 cm pins underneath	Dook Drill Instructor*s Hat Crossed Sword and Rifle Anchor Chain Swagger Stick	33	
4	Garterized Belt	Color: Navy Blue Material: Polyester Length: at least 100 cm Width: 3 cm With steel clippings at one end		33	
5	Buckles	Material: Brass With PCG logo		33	

1				
6	Non-Officer Nameplate (Pin type)	Made of solid metal with Sapphire Blue background and laminated Silver font and edges With two 3cm steel pins at the back	DELA CRUZ	33
7	Trousers	Navy Blue color Plain design. Full cut and straight hanging Trim fitting without bunching at waist Two side and back pockets with curved triangle flaps with dimensions of 5" x 3"		33



	PARTICULARS	SPECI	FICATIONS	QTY
	PCGSB GALA UNIFORM			
1	Two sets Navy Blue Gala uniform (White and Blue Pants)	Oxford Clothes With Gina Clothes Inner Color: Navy Blue Front & Both Sleeve has a Gold Buttons with Anchor Design and rank is attached to Upper Left Sleeve portion also all edge has gold lining including the neck collar. Oxford Clothes White Pants with one inch- yellow gold lining at the seam. Navy Blue Pants with one inch yellow gold lining on the seam. Both pants have front side pockets and one pocket at the rear (right side)	Navy	1

	(Must be tailor fit to the receiving personnel)		
		White Pants	



1	I	INDIVIDUAL EQUI		1
		Non-Officer Name Plate (Magnet type)	White Belt with Gold Buckles	
2		White Belt (2 inches width) with Gold Buckles (Length of the belt depends on the personnel to receive the uniform, winning bidder must secure waist size of the receiving personnel)	Lanyard Vallay Cold	
		Lanyard Yellow Gold	Lanyard Yellow Gold	
3	White Pershing Cap	Pershing Cap Black Visor with Navy Blue Base & PCG Non- Officer Insignia with pouch and shower cap.		70
4	Dress Shoes	The dress shoe should be made of smooth black leather or synthetic substitute of the classic wet look lace-up plain oxford style, shoes shall have heels not higher than one (1) inch and be of low-cut plain style without decorations. There will be no stitching or seams across		70

the toe. The sole edges, heels and laces must be the same color as the shoe with five (5) shoe lace hole and box. (Sizes of receiving personnel will be collected by the winning bidder)	

Requirement/s if declared as Lowest/Single Calculated Bids:

Requirement/if awarded the contract:

Delivery Period and Completeness: Forty-Five (45) Calendar Days from NTP

Delivery Place: Coast Guard Education, Training and Doctrine Command, Muelle Dela Industria, Farola Compound, Binondo, Manila.

Warranty Period/Coverage of Warranty: Minimum of three (3) months upon acceptance/delivery to rectify errors in the items delivered, if any, since it is expendable supplies.

Site Delivery Inspection (as applicable): Coast Guard Education, Training and Doctrine Command, Muelle Dela Industria, Farola Compound, Binondo, Manila

Pre-Delivery Inspection: To be checked by at least majority of the TIAC Members at the principal place of business

Acceptance Parameters: The inspection and test shall be conducted at the Coast Guard Education, Training and Doctrine Command, Muelle Dela Industria, Farola Compound, Binondo, Manila by the end-user and the Technical Inspection and Acceptance Committee (TIAC).

Only items in conformity with the required quantity and technical specifications shall be accepted.

Other requirement to be submitted by the Bidder during Post-Qualification:

- > TWG to conduct site inspection to ascertain the authenticity of the store and supporting document
- ➤ Brochures or sample pictures of each items for pre-approval of the TWG to comply with the acceptance parameters
- Certificate of Dealership/Distributoship

[Signature of the Authorized Rep.]	[in the capacity of] (Please in of Authorized Rep.)]	dicate position
Duly authorized to sign Bid for and on behalf	f of	(Please



Section VIII. Checklist of Technical and Financial Documents

Checklist of Technical and Financial Documents

Each Bidder shall submit one (1) original and six (6) copies of the first and second components of its bid through their duly authorized representatives.

All envelopes shall:

- a. contain the name of the contract to be bid in **capital letters**;
- b. bear the name and address of the Bidder in capital letters;
- c. be addressed to the BAC with the following details:

BIDS AND AWARDS COMMITTEE (BAC) COAST GUARD EDUCATION, TRAINING AND DOCTRINE COMMAND

- d. bear the specific identification of this bidding process; and
- e. bear a warning "**DO NOT OPEN BEFORE...**" the date and time for the opening of bids.

I. TECHNICAL COMPONENT ENVELOPE (with tabbing's)

Class "A" Documents

Legal Documents

□ Valid and updated Philippine Government Electronic Procurement System (PhilGEPS) Platinum Certificate of Registration and Membership in accordance with Section 8.5.2 of the 2016 Revised IRR of RA 9184; Provided that all of the eligibility documents submitted to PhilGEPS are maintained and updated;

OR

In case any of the eligibility documents submitted to PhilGEPS is not updated, combination of a PhilGEPS Platinum Certificate of Registration and Membership, with any of the valid/updated Class "A" Eligibility Documents shall be submitted:

 Securities and Exchange Commission (SEC) Registration Certificate for corporations, partnerships and/or joint ventures, Department of Trade and Industry (DTI) Registration Certificate for sole proprietorship, or Cooperative Development Authority (CDA) Registration Certificate for cooperatives; AND/OR

2. Valid 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.

In cases of recently expired Mayor's/Business Permits, it shall be accepted together with the official receipt as proof that the bidder has applied for the renewal within the period prescribed by the concerned local government unit, provided that the renewed permit shall be submitted as a postqualification requirement in accordance with Section 34.2 of the 2016 Revised IRR of R.A. 9184; **AND/OR**

- 3. Valid Tax Clearance Certificate per Executive Order (E.O.) No. 398, series of 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR); **AND/OR**
- 4. Latest Audited Financial Statements (AFS), stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year. In case the AFS for the preceding calendar year is not yet available, said AFS should not be earlier than two (2) years from the deadline for the Submission and Receipt of Bids.

OR:

In lieu of the PhilGEPS Platinum Certificate of Registration and Membership. bidders shall submit all of the proceeding valid and/or updated Class "A" Eligibility Documents; Provided that the bidder having the LCB/SCB submit/s a valid and updated PhilGEPS Platinum Certificate of Registration and Membership within five (5) calendar days from receipt of the BAC notice of the LCB/SCB during the post-qualification process

- SEC Registration Certificate for corporations, partnerships and/or joint ventures, DTI Registration Certificate for sole proprietorship, or CDA Registration Certificate for cooperatives;
- 2. Valid 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

In cases of recently expired Mayor's/Business Permits, it shall be accepted together with the official receipt as proof that the bidder has applied for the renewal within the period prescribed by the concerned local government unit, provided that the renewed permit shall be submitted as a post-qualification requirement in accordance with Section 34.2 of the 2016 Revised IRR of R.A. 9184;

- 3. Valid Tax Clearance Certificate per Executive Order (E.O.) No. 398, series of 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR); **AND**
- 4. Latest AFS stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year. In case the AFS for the preceding calendar year is not yet available, said AFS should not be earlier than two (2) years from the deadline for the Submission and Receipt of Bids.

Technical Documents

□ (f) 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.

The Statement of all On-going Government and Private Contracts shall indicate for each contract, the following:

- **→** name of the contract;
- + date of the contract; + contract period;
- → owner's name and address;
- **★** kinds of goods;
- amount of contract and value of outstanding contracts;
 - → date of delivery (please state estimated date of delivery)

For purposes of post-qualification bidders are also required to attached the following: (if applicable)

- ♦ Notice to Proceed
- → Purchase Order
- □ (g) Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, which should have been completed within **five** (5) **years** prior to the deadline for the submission and receipt of bids and equivalent to at **least twenty-five percent** (25%) of the ABC or amounting to at least Three Hundred Fourteen Thousand Seven Hundred Thirty-Four Pesos and Eighty-Seven Centavos Only (Php 314,734.87).

The statement identifying the Single Largest Completed Contract (SLCC) shall indicate the following:

- a) name of the contract;
- b) date of the contract;
- c) contract period;
- d) owner's name and address;
- e) kinds of goods;
- f) amount of completed contracts, adjusted by the bidder to current prices using PSA's consumer price index, if necessary for purposes of meeting the SLCC requirement;
- g) date of delivery (actual date of delivery for the single largest completed contract); and

h) end user's acceptance or official receipt(s) or sales invoice issued for the contract, which shall be attached to the statement of SLCC.

For purposes of post-qualification, bidders are required to attach the entire set of the Contract, Purchase Order or Memorandum of Agreement to the Statement Identifying the SLCC.

Bidders are also required to Include in the aforesaid Statement of All On-going Government and Private Contracts and Statement Identifying the SLCC the following information:

- a) Contact Person; and
- b) Contact Details (telephone/fax/cellphone number and/or email address)
- (h) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission, based on the following schedule:
 - a) Cash, cashier's/manager's c) Surety Bond, callable upon check issued by a Universal or demand issued by a surety or Commercial Bank: insurance company duly certified by the Insurance Commission b) Bank draft/ guarantee or authorized to issue said irrevocable letter of credit issued by a Universal or security specific for the project Commercial Bank: Provided. however, that it shall be confirmed or authenticated by [at least Five Percent a Universal or (5%) of the ABC] Commercial Bank, if issued by a foreign bank [at least Two Percent (2%) of the ABC] Php 62,946.97 Php 25,178.79

OR;

Original copy of Notarized Bid Securing Declaration in accordance with the GPPB template provided under GPPB Circular 04-2020; **and**

(i) Duly signed Section VI (Schedule of
Requirements); and
(j) Conformity with the Technical Specifications
and duly signed by the bidder's authorized
□ representative. As evidence of the bidder's
statements of compliance, the bidders shall be
required to provide manufacturer's
unamended sales literature, unconditional statements of specification and compliance issued by the manufacturer, brochures, pamphlets. samples, as appropriate; and
\Box (k) Original duly signed Omnibus Sworn Statement (OSS); and if applicable, Original
Special Power of Attorney for sole proprietorships, Notarized Secretary's
Certificate/Board Partnership Resolution 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.

Reminder: If the prospective bidder's representative who will attend the Submission, Receipt, Opening and Preliminary Examination of Bids is different from the authorized representative to do, execute and perform any and all acts necessary and/or to represent the prospective bidder in the bidding, then the prospective bidder can include the name/s of said representative in the above-mentioned proofs of authorization (e.g., original copy of the duly notarized Secretary's Certificate for corporations, Board/Partnership Resolution for partnerships, corporations, and/or joint ventures or an original copy of the Special Power of Attorney for sole proprietorships, whichever is applicable)

Financial Documents

(1) The prospective bidder's computation of Net Financial Contracting Capacity

SUPPLY AND DELIVERY OF CGETDC ORGANIZATIONAL CLOTHING AND INDIVIDUAL EOUIPMENT (NFCC) which must be at least to the ABC amounting to One Million Two Hundred Fifty-Eight Thousand Nine Hundred Thirty-Nine Pesos and 50/100 Centavos (Php 1,258, 939.50) Bidders must submit a computation of its NFCC, which must be at least equal to the ABC, calculated as follows: NFCC = [(Current assets minus current liabilities) (15)] minus the value of all outstanding or uncompleted portions of the projects under ongoing contracts, including awarded contracts yet to be started, coinciding with the contract to be The values of the domestic bidder's current assets and current liabilities shall be based on the latest Audited Financial Statements submitted to the BIR. For purposes of computing the foreign bidders' NFCC, the value of the current assets and current liabilities shall be based on their audited financial statements prepared in accordance with international financial reporting standards. OR; A committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation If the prospective bidder opts to submit a committed Line of Credit, it must be at least equal to ten percent (10%) of the ABC to be bid or in the amount of **One Hundred** Twenty Five Thousand Eight Hundred Ninety Three Pesos And Ninety Five Centavos Only (*Php 125,893.95*) if issued by a foreign universal or commercial bank, it shall be confirmed or authenticated by a local universal or commercial bank.

Class "B" Documents

(m) 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.

Failure to enter into a joint venture in the event of a contract award shall be ground for the forfeiture of the bid security.

Each partner of the joint venture shall submit their respective valid and updated PhilGEPS Platinum Certificate of Registration and Membership in accordance with Section 8.5.2 of the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (R.A.) No. 9184.

In case any of the eligibility documents submitted to PhilGEPS by any of the partners of the joint venture is not updated, a combination of a valid PhilGEPS Platinum Certificate of Registration and Membership, with any of the valid/updated Class "A" Eligibility Documents shall be submitted:

- SEC Registration Certificate for corporations, partnerships and/or joint ventures;
 DTI Registration Certificate for sole proprietorship; or CDA Registration Certificate for cooperatives;
- Valid 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:
- Valid Tax Clearance Certificate; and
- AFS, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year.

In the event that one of the partners of the joint venture does not have a valid and updated PhilGEPS Platinum Certificate of Registration and Membership, then it shall submit the following eligibility documents:

- SEC Registration Certificate for corporations, partnerships and/or joint ventures;
 DTI Registration Certificate for sole proprietorship; or CDA Registration Certificate for cooperatives;
- Valid 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;
- Valid Tax Clearance Certificate; and
- AFS, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year.

The submission of technical and financial eligibility documents by any of the joint venture partners constitutes compliance: *Provided*, That the partner responsible to submit the NFCC shall likewise submit the Statement of all of its ongoing contracts and Audited Financial Statements.

24 FINANCIAL COMPONENT ENVELOPES (with tabbing's)

a) Original of duly signed and accomplished Financial Bid Form;

And

b) Original of duly signed and accomplished Price Schedule(s).

All financial bids shall be rounded up to two (2) decimal places.

ADDITIONAL REQUIREMENTS TO BE COMPLIED BY THE WINNING SUPPLIER:

Within ten (10) calendar days from receipt of the Notice of Award (NOA), the winning supplier shall submit a Performance Securing Declaration or any form of Performance Security in accordance with the following schedule pursuant to Section 39 of the 2016 Revised IRR of R.A. 9184 which shall be denominated in Philippine Pesos, posted in favor of the Philippine Coast Guard and shall remain valid until issuance by the Philippine Coast Guard of the Certificate of Final Acceptance, to wit:

- a) Cash, cashier's/ manager's check issued by a Universal or Commercial Bank;
- b) Bank draft/ guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank; Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank

[at least Two Percent (5%) of the Contract Price] c) Surety Bond, callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission authorized to issue said security specific for the project

[at least Thirty Percent (30%) of the Contract Price]



Section IX. Bidding Forms

BID FORM

Date : Project Identification No
1 Toject 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 Amount and Purpose of agent Currency, Commission or gratuity

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.

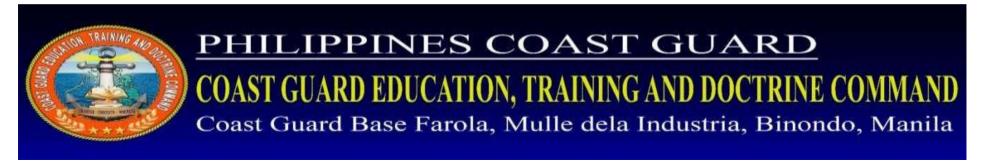
(if none, state "None")

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:	



Section X. Price Schedule

For Goods Offered from Abroad [shall be submitted with the Bid if bidder is offering goods from Abroad]

Kindly supply the required information in the spaces provided. Do not forget to indicate the "Country of Origin" of the goods offered.

Any alteration to any of the terms and conditions contained in the document may cause your disqualification except if said alteration or revision is a result of a Supplemental/Bid Bulletin.

Name of Bidder	Invitation to Bid Number	. Page	of	

Item	Description	Country of origin	Quantity	Unit price CIF port of entry (specify port) or CIP named place (specify border point or place of destination)	Total CIF or CIP price per item (col. 4 x 5)	Unit Price Delivered Duty Unpaid (DDU)	Unit price Delivered Duty Paid (DDP)	Total Price delivered DDP (col 4 x 8)
1	Long Sleeve with Necktie		33					
2	Drill Instructor's Hat		33					
3	Drill Instructor's Badge		33					
4	Garterized Belt		33					
5	Buckles		33					
6	Non-Officer Nameplate		33					
7	Trousers		33					

8	Navy Blue Gala	140			
9	White Pants	70			
10	Blue Pants	70			
11	Uniform Paraphernalia (Non-Officer Nameplate, White Belt with Gold Buckles, Lanyard Yellow Gold)	70			
12	White Pershing Cap	70			
13	Dress Shoes	70			

[Signature of the Authorized Rep.] [in the capacity of] (Please indicate position of Authorized Rep.)]

*BIDDERS SHALL NOT ALTER THIS FORM

For Goods Offered from Within the Philippines [shall be submitted with the Bid if bidder is offering goods from within the Philippines]

Kindly supply the required information in the spaces provided. Do not forget to indicate the "Country of Origin" of the goods offered. Prospective bidders have the option to indicate the appropriate amount, "0" or "Not Applicable (N/A)" for columns 6, 7 and 8. Any

alteration to any of the terms and conditions contained in the document may cause your disqualification except if said alteration or revision is a result of a Supplemental/Bid Bulletin.

Name of Bidder ______ . Invitation to Bid Number ___ . Page _ of ____ .

1	2	3	4	5	6	7	8	9	10
		Country of origin	Quantity	Unit price EXW per item	Transportation and Insurance and all other costs incidental to delivery, per item	Sales and other taxes payable if Contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (col 5+6+7+ 8)	Total Price delivered Final Destination (col 9) x (col 4)
1	Long Sleeve with Necktie		33						
2	Drill Instructor's Hat		33						
3	Drill Instructor's Badge		33						
4	Garterized Belt		33						
5	Buckles		33						
6	Non-Officer Nameplate		33						
7	Trousers		33						

8	Navy Blue Gala	140			
9	White Pants	70			
10	Blue Pants	70			
11	Uniform Paraphernalia (Non- Officer Nameplate, White Belt with Gold Buckles, Lanyard Yellow Gold)	70			
12	White Pershing Cap	70			
13	Dress Shoes	70			

[Signature of the Authorized Rep.]	[in the capacity of] (Please indicate position of Authorized Rep.)
Duly authorized to sign Bid for and on behalf of	(Please indicate name of company)

*BIDDERS SHALL NOT ALTER THIS FORM



Section XI. Contract Agreement

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]			'apacity]
for:	for:			
[Insert Procuring Entity] ACKNOWLEDGEMENT	[Insert	Name	of	Supplier]
REPUBLIC OF THE PHILIPPINES)				
BEFORE ME, a Notary Public for and in day of, 20, perso	-		, Philip	opines, this
NAME		ID ISSU	ED AT/	'ON

known to me and known to be the same person who execute the foregoing instrument consisting of () pages, including the page whereon the acknowledgments is written and acknowledged before me that the same is his/her free and voluntary act and deed and that of the Corporation/Sole Proprietorship he/she represents.
WITNESS MY HAND AND NOTARIAL SEAL, at the place and on the date first above written.
Doc No;
Page No:
Book No;
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Section XII. Omnibus Sworn Statement

OMNIBUS SWORN STATEMENT

REPUBLIC	OF	THE	PHILIPPINES)
CITY/MUNICI	PALITY	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 following responsibilities as a Bidder:
 - 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 h	have hereunto set my hand this day of, 20 at
	Bidder's Representative/Authorized Signatory
of execution], Philippines. Affiant/s by me through competent evidence Practice (A.M. No. 02-8-13-SC). As	DRN to before me this day of [month] [year] at [place is is/are personally known to me and was/were identified the of identity as defined in the 2004 Rules on Notarial ffiant/s exhibited to me his/her [insert type of government there photograph and signature appearing thereon with no
Witness my hand and seal the	his day of [month] [year].
	NAME OF NOTARY PUBLIC Serial No. of Commission Notary Public for until Roll of Attorneys No PTR No[date issued], [place issued] IBP No[date issued], [place issued]
Doc. No Page No Book No Series of	



Section XIII. Bid Securing Declaration Form

BID SECURING DECLARATION FORM

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
execution], Philippines. Affiant/s is/ar through competent evidence of identity No. 02-8-13-SC). Affiant/s exhibited	before me this day of [month] [year] at [place of re personally known to me and was/were identified by me y as defined in the 2004 Rules on Notarial Practice (A.M. to me his/her [insert type of government identification and signature appearing thereon, with no issued
Witness my hand and seal this	day of [month] [year].
I	NAME OF NOTARY PUBLIC
:	Serial No. of Commission
1	Notary Public for until
]	Roll of Attorneys No
1	PTR No[date issued], [place issued]
1	IBP No [date issued], [place issued]
Doc. No Page No Book No	

Series of ____



Section XIV. Statement of All On-Going Government and Private Contracts

Name of	f Bidder							
;	Statemen	T OF A LL (On-Going	GOVERNI	MENT AN	d Private C	CONTRACTS	S
	Kind	y supply t	he required	d informat	ion in th	e spaces prov	vided.	
	_			Invi	tation to	Bid Number.	Page of	
Name of the Contract	Date of the Contract	Contract Duration	Owner's Name and Address	Contact Person and Contact Details (Tel./Cell No. and/or Email Address)	Kinds of Goods	Date of Delivery (Please indicate estimated date of delivery)	Amount of Contract	Value of Outstanding Contracts
Governmen	t Contracts	:						
Private Con	tracts:							
						Total		
[Signatu Duly	ure of the A authoriz	uthorized R	Cep.] sign		upacity o	f] (Please ind of Auth and on	licate positi porized Rep behalf	p.)]
NOTE:				(Ple	ase indic	rate name of c	company)	

The aforesaid statement should include those contracts awarded but not yet started.

Further, bidders should indicate "None" or "No On-going Government and/or Private Contracts" if they do not have any on-ongoing government and/or private contracts in the corresponding rows and/or column, including contracts awarded but not yet started, whether similar or not similar in nature and complexity to the contract to be bid.



Section XV. Statement of the Single Largest Completed Contract

	Kind	lly supply	the required	information i			
	_			Invitati	on to Bid Nu	mber. Page of	
Name of the Contract	Date of the Contract	Contract Duration	Owner's Name and Address	Contact Person and Contact Details (Tel./Cell No. and/or Email Address)	Kinds of Goods	Amount of Contract adjusted by the bidder to current prices using PSA's consumer price index, if necessary for purposes of meeting the SLCC requirement;	Date of Delivery (Please indicate actual date of delivery)
_	orized Rep authori ———			Bid for	and	(Please indica on beha ne of company)	alf of

receipt(s) or sales invoice.



Section XVI. NFCC Computation

NFCC COMPUTATION

Kindly supply the required information in the spaces provided.

. Invitation to Bid Number. Page of One Million Seventy-Seven Thousand **ABC** Two Hundred Seventy Pesos and Sixty Centavos Only (Php 1,077,270.60) **DETAILS AMOUNT Current Assets** Minus **Current Liabilities** Difference of Current Assets and Current Liabilities Multiplied by K 15 Total (Product) Minus Total value of all outstanding contracts, including those awarded but not yet started Total NFCC Computation

[Signature of the Authorized Rep.] [in the capacity of] (Please indicate position of Authorized Rep.)]

Duly authorized to sign Bid for and on behalf of (Please indicate name of company)



Section XVII. Performance Securing Declaration

REPUBLIC OF THE PI	HILIPPINES)
CITY OF) S.S.
v	v

PERFORMANCE SECURING DECLARATION

Invitation to Bid: [Insert Reference Number indicated in the Bidding Documents]

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

I/We, the undersigned, declare that:

- 1. I/We understand that, according to your conditions, to guarantee the faithful performance by the supplier/distributor/manufacturer/ contractor/consultant of its obligations under the Contract, I/we shall submit a Performance Securing Declaration within a maximum period of ten (10) calendar days from the receipt of the Notice of Award prior to the signing of the Contract.
- 2. I/We accept that: I/we will be automatically disqualified from bidding for any procurement contract with any procuring entity for a period of one (1) year if in case it is my first offense, or two (2) years if I have a prior similar offense upon receipt of your Blacklisting Order if I/we have violated my/our obligations under the Contract.
- 3. I/We understand that this Performance Securing Declaration shall cease to be valid upon:
 - a. issuance by the Procuring Entity of the Certificate of Final Acceptance, subject to the following conditions:
 - i. Procuring Entity has no claims filed against the contract awardee;
 - ii. It has no claims for labor and materials filed against the contractor;and iii. Other terms of the contract; or
 - b. replacement by the winning bidder of the submitted PSD with a performance security in any of the prescribed forms under Section 39.2 of the 2016 IRR of RA No. 9184 as required by the end-user.

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'S AUTHORIZED REPRESENTATIVE]

[Insert Signatory's Legal Capacity]
Affiant

SUBSCRIBED AND SWORN to before me this day of [month] [ye execution], Philippines. Affiant/s is/are personally known to me and was/were through competent evidence of identity as defined in the 2004 Rules on Notaria No. 02-8-13-SC). Affiant/s exhibited to me his/her [insert type of government card used], with his/her photograph and signature appearing thereon, with no. on at Witness my hand and seal this day of [month] [year].	identified by me al Practice (A.M. ent identification
NAME OF NOTARY PUBLIC	
Serial No. of Commission	
Notary Public for until	
Roll of Attorneys No	
PTR No[date issued], [place issued]	
IBP No [date issued], [place issued]	
Doc. No	
Page No	
Book No	

Series of ____



Section XVIII. Diagram for the Sealing and Marking of the Bid Envelopes

DIAGRAM FOR THE SEALING AND MARKING OF THE BID ENVELOPES

