

PHILIPPINE BIDDING DOCUMENTS

PROCUREMENT OF LEARNING TOOLS AND EQUIPMENT FOR TECHNICAL VOCATIONAL LIVELIHOOD (LTE-TVL) FOR SENIOR HS (GOODS18-06-2022CN)

Government of the Republic of the Philippines



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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.

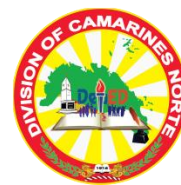
Supplier – refers to a citizen, or any corporate body or commercial company duly organized and registered under the laws where it is established, habitually established in business and engaged in the manufacture or sale of the merchandise or performance of the general services covered by his bid. (Item 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



Republic of the Philippines
Department of Education
Region V – Bicol
SCHOOLS DIVISION OFFICE
Camarines Norte



**INVITATION TO BID FOR THE PROCUREMENT OF LEARNING
TOOLS AND EQUIPMENT FOR TECHNICAL VOCATIONAL
LIVELIHOOD (LTE-TVL) FOR SENIOR HS (GOODS18-06-2022CN)**

1. The Department of Education (DepEd)-Division of Camarines Norte, through the 2022 Government Appropriations Act (GAA) intends to apply the sum of One Million Two Hundred Seventy Nine Pesos Only (₱ 1,279,155.00) being the Approved Budget for the Contract to payments under the contract for the Procurement of Learning Tools and Equipment for Technical Vocational Livelihood (LTE-TVL) for Senior HS. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The Department of Education (DepEd)-Division of Camarines Norte now invites bids for the above Procurement Project. Delivery of the Goods is required within 15 calendar days from the receipt of the notice to proceed by the supplier. Bidders should have completed, within the last 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 non-discretionary “*pass/fail*” criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.
 - a. 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 Department of Education (DepEd)-Division of Camarines Norte, F. Pimentel Ave., Daet, Camarines Norte and inspect the Bidding Documents at the address given below during 8:00 am to 5:00 pm.
5. A complete set of Bidding Documents may be acquired by interested Bidders on June 17, 2022 to July 11, 2022 before ten thirty in the morning (10:30 am) from the given address and website(s) 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 (₱ 5,000.00) at the Division Cashier Office or through online payment. For those who opt to pay online, they shall present proof of payment (e.g. Deposit Slip) to the same office for the issuance of Official Receipt.

It may also be downloaded free of charge from the website of the Philippine Government Electronic 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 DepEd-Division of Camarines Norte will hold a Pre-Bid Conference on June 28, 2022 at ten thirty in the morning (10:30 AM) at Division BAC Office, DepEd-Schools Division Office of Camarines Norte, F. Pimentel Ave., Brgy. II Daet, Camarines Norte, which shall be open to prospect bidders.

All procurement activities is subjected to minimum health standard/protocol set by the IATF and DOH. Observance of social distancing and wearing of masks is strictly implemented.

The Pre-Bid Conference is also accessible online through videoconferencing using Microsoft teams in the following detail: <https://bit.ly/3mPnDw6>

7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below, on or before July 11, 2022, ten thirty in the morning (10:30 am). Late bids shall not be accepted.
8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 14.
9. Bid opening shall be on ten thirty in the morning (10:30 am) of July 11, 2022 at Division BAC Office, DepEd-Schools Division Office of Camarines Norte, F. Pimentel Ave., Brgy. II Daet, Camarines Norte. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

The Bid opening is also accessible online through videoconferencing in the following details:

App : Microsoft Teams
Time: 10:30 AM
Link : <https://bit.ly/3b2Kkuc>

Participants to this bidding process shall download the Microsoft Teams software application.

10. The DepEd-Division of Camarines Norte 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.
11. For further information, please refer to:

Antonio C. Ahmad or Mrs. Herbie B. De Lemios
Department of Education-Division of Camarines Norte
F. Pimentel Avenue, Barangay II, Daet, Camarines Norte

Cellphone Number: 09196626620
Cellphone Number: 09381854118
Website: <http://depedcamnorte.ph>

12. You may visit the following websites:

For downloading of Bidding Documents: <http://depedcamnorte.ph>

June 14, 2022

(Sgd.) ANTONIO C. AHMAD
BAC Chairman – Goods and Services

Section II. Instructions to Bidders

1. Scope of Bid

The Procuring Entity, DepEd-Division of Camarines Norte wishes to receive Bids for the Procurement of Learning Tools and Equipment for Technical Vocational Livelihood (LTE-TVL) for Senior HS, with identification number GOODS18-06-2022CN.

The Procurement Project (referred to herein as “Project”) is composed of one (1) lot, 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 FY 2022 in the amount of One Million Two Hundred Seventy Nine Pesos Only (₱ 1,279,155.00).

2.2. The source of funding is the General Appropriation Act.

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 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.
- 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 Semi-Expendable Supplies: The Bidder must have completed a single contract that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC.

SLCC - ₱ 639,577.50

- 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 Procuring Entity has prescribed that 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 at its physical address 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 10 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, 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 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. Any Bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

15. Sealing and Marking of Bids

The 2-envelope system will be adopted during the opening of bids wherein bidders are required to submit in a separate envelope, preferably with table of contents and

document tabbing, their Technical Component Envelope and the Financial Component Envelope but the same should be in three (3) copies – 1 original, copy 1 and copy 2 and all are sealed in a mother envelope.

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.

16. Deadline for Submission of Bids

16.1. The Bidders shall submit on the specified date and time at its physical address 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 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 may be. 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 One Project and 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	<p>For this purpose, contracts similar to the Project shall be:</p> <ul style="list-style-type: none"> a. Refers to TVL learning equipment or materials. b. completed within 5 years prior to the deadline for the submission and receipt of bids.
7.1	Subcontracting is not allowed.
12	The price of the Goods shall be quoted DDP with the place of destination in the Philippines 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 ₱ 25,583.10, 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 ₱ 63,957.75 if bid security is in Surety Bond.
19.3	No further instructions.
21.1	No additional requirements.

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 specifications at no extra cost to the Procuring Entity in accordance with the Generic Procurement Manual. 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	<p><i>[List here any additional requirements for the completion of this Contract. The following requirements and the corresponding provisions may be deleted, amended, or retained depending on its applicability to this Contract:]</i></p> <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><i>[For Goods supplied from abroad, state:]</i> “The delivery terms applicable to the Contract are DDP <i>[indicate place of destination]</i>. In accordance with INCOTERMS.”</p> <p><i>[For Goods supplied from within the Philippines, state:]</i> “The delivery terms applicable to this Contract are delivered to Drop-Off Point listed in Section VI and VII. Risk and title will pass from the Supplier to the Procuring Entity upon receipt and final acceptance of the Goods at their final destination.”</p> <p>Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in Section VI (Schedule of Requirements).</p> <p>For purposes of this Clause the Procuring Entity’s Representative at the Project Site is <i>[indicate name(s)]</i>.</p> <p>Incidental Services –</p> <p>The Supplier is required to provide all of the following services, including additional services, if any, specified in Section VI. Schedule of Requirements:</p> <p><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

- 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.
- f. *[Specify additional incidental service requirements, as needed.]*

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:

Select appropriate requirements and delete the rest.

1. 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
2. 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 costs 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 *[indicate here the time period specified. If not used indicate a time period of three times the warranty period]*.

Spare parts or components shall be supplied as promptly as possible, but in any case, within *[insert appropriate time period]* months of placing the order.

	<p>Packaging –</p> <p>The Supplier shall provide such packaging of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in this Contract. The packaging shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packaging case size and weights shall take into consideration, where appropriate, the remoteness of the Goods’ final destination and the absence of heavy handling facilities at all points in transit.</p> <p>The packaging, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified below, and in any subsequent instructions ordered by the Procuring Entity.</p> <p>The outer packaging must be clearly marked on at least four (4) sides as follows:</p> <p>Name of the Procuring Entity Name of the Supplier Contract Description Final Destination Gross weight Any special lifting instructions Any special handling instructions Any relevant HAZCHEM classifications</p>
	<p>A packaging list identifying the contents and quantities of the package is to be placed on an accessible point of the outer packaging if practical. If not practical the packaging list is to be placed inside the outer packaging but outside the secondary packaging.</p> <p>Transportation –</p> <p>Where the Supplier is required under Contract to deliver the Goods CIF, CIP, or DDP, transport of the Goods to the port of destination or such other named place of destination in the Philippines, as shall be specified in this Contract, shall be arranged and paid for by the Supplier, and the cost thereof shall be included in the Contract Price.</p> <p>Where the Supplier is required under this Contract to transport the Goods to a specified place of destination within the Philippines, defined as the Project Site, transport to such place of destination in the Philippines, including insurance and storage, as shall be specified in this Contract, shall be arranged by the Supplier, and related costs shall be included in the contract price.</p>

	<p>Where the Supplier is required under Contract to deliver the Goods CIF, CIP or DDP, Goods are to be transported on carriers of Philippine registry. In the event that no carrier of Philippine registry is available, Goods may be shipped by a carrier which is not of Philippine registry provided that the Supplier obtains and presents to the Procuring Entity certification to this effect from the nearest Philippine consulate to the port of dispatch. In the event that carriers of Philippine registry are available but their schedule delays the Supplier in its performance of this Contract the period from when the Goods were first ready for shipment and the actual date of shipment the period of delay will be considered force majeure.</p> <p>The Procuring Entity accepts no liability for the damage of Goods during transit other than those prescribed by INCOTERMS for DDP deliveries. In the case of Goods supplied from within the Philippines or supplied by domestic 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	<p><i>[If partial payment is allowed, state]</i> “The terms of payment shall be as follows: _____.”</p>
4	<p>The inspections and tests that will be conducted are: <i>[Indicate the applicable inspections and tests]</i></p>

Section VI. Schedule of Requirements

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	Total Quantity	Unit	Delivery Period
A. Computer System Servicing				
1	Allen Wrench (Tolsen 36PCS Allen Hex Key Set (Inches & Metric) Black Finish 20094)	12	Set	15 DAYS FROM THE RECEIPT OF NOTICE TO PROCEED
2	Anti-Static Wrist Strap(Pro'sKit AS-611F Quick-Fasten Anti Static Wrist Bands (1.5M/6FT)	12	pc	
3	Combination Plier (Tolsen Heavy Duty Combination Pliers (8") TPR Handle Black)	12	pc	
4	Crimping Tool(EZ crimping tool for RJ45 RJ11 RJ12 CONNECTOR Network Cable Crimping Tool for Pass Through)	12	pc	
5	Desoldering Pump(Pro'sKit 908-366A)	12	pc	
6	Electric Drill(Tolsen Industrial LI-ION Cordless Drill (20V) 79033)	3	pc	
7	External Optical Drive(Orico External DVD Drive USB3.0 Hub Type-C DVD RW CD Burner Player Optical Drives Support TF SD Card for Laptop Windows (XD008))	4	pc	
8	Flash Drive(Sandisk SDCZ410-128G-G46 128GB Ultra Shift 3.0 Flash Drive)	13	pc	
9	Flashlight Head-mounted(LUC)Head-mounted Flashlight LED Headlamp Rechargeable 3 modes Adjustable Headlights Waterproof Brightest Zoom for Camping)	7	pc	
10	Long Nose Plier 8"(Harden 6", 8" Long Nose Plier (PROFESSIONAL) Multi Functional Custom Professional 6" CRV Pro Long Fl)	12	pc	
11	Multimeter, Digital(M&S MESTEK 10000 Counts True RMS Multifunctional Digital Multimeter Measuring AC/DC Voltage Current)	12	pc	
12	Network\LAN Tester(4-in-1 Portable LAN Network Cable Tester Remote RJ11 RJ45)	6	pc	
13	Patch Panel 48 ports(AMP/COMMSCOPE CAT6 48PORTS PATCH PANEL)	21	pc	
14	PC, Video Camera(Logitech C920 HD Pro Webcam, Full HD 1080p/30fps Video Calling, Clear Stereo Audio, HD Light Correction)	2	pc	
15	Philips Screwdriver 8"(Pro'sKit 89118B Line Color Screwdrivers (3.2x200mm) Philips)	11	set	
16	Precision Screwdriver set(AUTOFun 115 in 1 Screwdriver Set of Screw Driver Bit Set Precision Mobile Phone Repair Device)	6	set	

17	Soldering Iron 40 watts((BUNDLE) Letsview TE-800 Magnifying Glass 10X Magnifier WITH 60W 220V Electric Soldering Iron)	11	set	15 DAYS FROM THE RECEIPT OF NOTICE TO PROCEED
18	Standard Screwdriver (flat)(Stanley Standard Flathead Cushion Grip Screwdriver)	11	pc	
19	Switch(TP-Link TL-SG1016 Gigabit Switch)	11	pc	
20	Uninterrupted Power Supply (Secure UPS 650VA 1000VA 1500VA Uninterruptible Power Supply)	11	pc	
21	USB External HD(Toshiba Canvio Ready 1TB USB 3.2 Portable External Hard Drive, Super Fast Transfers)	2	pc	
22	Wire Stripper(standard Wire Stripper 7inch (SD0051))	6	pc	
23	Wireless Access Point(TP-LINK TL-WA901ND 450Mbps Wireless N Access Point)	11	pc	
24	Working Table(Office Desk Table Computer Laptop Desktop Tables Furniture Working Study Table 100x50x73CM)	11	pc	
B. Food Processing				
25	Blender (1.7L, glass jar, 450watts)	3	unit	
26	Brix Refractometer (range-0.32%,0.2% division, 175 mm lenth minimum)	2	pc	
27	Cap Sealer (1200w 20-100mm, LCD display)	2	unit	
28	Food Processor,Set with accessories (1.5liters)	5	set	
29	Headspace gauge flat,6inches (minimum)	2	pc	
30	Laboratory scale cabinet dries or forced draft	1	unit	
31	Measuring Cup for liquid, 500ml (clear,non-porous tempered glass)	5	pc	
32	Meat Grinder (10A/220V)	2	unit	
33	Mixing Bowl Stainless Steel (5 Quarts)	15	pc	
34	Poly/Temperature Sealer	5	unit	
35	Pressure Cooker (11.3 liters)	2	unit	
36	Salinometer (1.5 V Battery included)	2	pc	
37	Smoke House (Electric, stainless steel, 1000 w (minimum)	1	unit	
38	Smoking Tray (Rectangular Stainless Steel)	5	pc	
39	Soaking Container with lid (Stainless Steel)	5	pc	
40	Steamer, Big (3 layers Stainless Steel)	2	pc	
41	Stoves with LPG Tank 11kg, hose, regulator	2	set	
42	Stuffer/Linker (Stainless Steel, 5 liters (minimum)	1	unit	
43	Trolley (Foldable Flat Form, Metal with paint, 300 kg loads)	1	unit	
44	Vacuum Pack Machine (Stainless Steel, 10A/220V)	1	unit	
45	Weighing Scale, 10 kilograms dial type	5	pc	
46	Weighing Scale, 50 kilograms	1	pc	
C. Housekeeping				

47	Alarm Clock, digital	1	pc	15 DAYS FROM THE RECEIPT OF NOTICE TO PROCEED
48	Apron	25	pc	
49	Baskets, Laundry	5	pc	
50	Bed Set, Queen Size	1	pc	
51	Bed Set, Single Size	1	pc	
52	Ironing Board	1	pc	
53	Boots, Safety, Plastic, elastic pvc			
	boots, 7 inches	5	pc	
	boots, 8 inches	5	pc	
	boots, 9 inches	5	pc	
	boots, 10 inches	5	pc	
	boots, 11 inches	5	pc	
54	Brush (Floor scrubbing)	5	pc	
55	Water Bucket, (10 to 12 L)	5	pc	
56	Toilet Caddy (3 compartments)	1	pc	
57	Carpet Sweeper,	1	pc	
58	Cart, Housekeeping Cart Trolley (3 shelves)	1	pc	
59	Caution Sign	5	pc	
60	Cleaning Cloth (Lint Free)	10	pc	
61	Coffee Maker (6 cups capacity)	1	pc	
62	Dust Pan	5	pc	
63	Duster (Anti-Static)	5	pc	
64	Stand Fan	2	pc	
65	Fire Extinguisher	3	pc	
66	Flashlight	5	pc	
67	Flat iron	1	pc	
68	Foam (Scrubbing)	10	pc	
69	Garbage Receptacles	2	pc	
70	Gloves	25	pc	
71	Goggles	15	pc	
72	Hairdryer	1	pc	
73	Hose (50 ft)	2	pc	
74	Electric kettle (1.5-2 L)	1	pc	
75	Laundry Sorter	5	pc	
76	Emergency Light	2	pc	
77	Mirror (w/ frame)	1	pc	
78	Mop	5	pc	
79	Polisher (Floor)	1	pc	
80	Shelving (5 shelves)	1	pc	

81	Dish Sponge	10	pc
82	Spray Gun	5	pc
83	Squeegee (short handle)	2	pc
84	Squeezer, Mop	2	pc
85	Step Ladder	1	pc
86	Vacuum Cleaner	1	pc
87	Washer, Laundry	1	pc
88	White Board	2	pc
D. Bread and Pastry Production			
89	Cake stand with tier(Circular with 3 tier) Tier 1(18cm), Tier 2(25cm), Tier 3(30cm)	18	set
90	Cake Turn Table(circular,cast aluminum plate and cast iron base)	9	pcs
91	Chopping board set, 6 colors(rectangular, width 30cm(minimum),thickness 1.27cm(minimum) color: blue,red,yellow,green/brown,white)	18	set
92	Coupler(body shape, Tubular, hard plastic, Top diameter-1.27cm,bottom diameter-2.54 cm, Height 3cm)	9	pcs
93	Decorating tips(tube tips, body shape-Nozzles with different shape, stainless steel, tube hieght 3.5cm-5cm, daimeter-2cm-3.5cm, Thickness-0.5mm)	60	pcs
94	Double boiler, 2 liters(stainless steel)	9	pc
95	Dough Cutter, stainless straight blade with stainless handle)	3	pcs
96	Flour Sifter, hand cranked(hard cranked, round shape stainless steel, diameter-133.3mmXheight;165mm)	18	pcs
97	Grater with plastic handle(four sided box grater, stainless steel blade and plastic handle)	18	pcs
E. Agricultural Crops Production			
98	Bolo (17 inches length minimum)	75	pc.
99	Container , 15 liters cap.	15	pc.
100	Hoe, Light (Digging tool)Carbon Steel,1/16 inch thick min.	15	pc.
101	Knife, Budding (Cutting tools)17 cm w/folding brass lifter and plastic	15	pc.
102	Knife, Picking (Cutting tools)8.5 inches w/ soft grip handle cover	15	pc.
103	Mask, Dust (surgical dust/face mask,non woven fabric, with elastic straps	75	pc.
104	Petri dish (Circular polypropyene plastic) 150 mm diameter and 1.5 mm thickness	6	pc.
105	Piek Mattock (Digging tool)6 inches length 2.0 pounds w wooden handele	15	pc.
106	Rake (10-12 tines 4ft in length 2 3/4 inches height)	15	pc.

15 DAYS FROM THE RECEIPT OF NOTICE TO PROCEED

107	Scissors (stainless steel with softgrip handle) 8 inches	30	pc.	15 DAYS FROM THE RECEIPT OF NOTICE TO PROCEED
108	Shears Pruning (17 inches length w non slip grip handle)	15	pc.	
109	Shovel (8.5 inches width blade 29 inches length handle)	15	pc.	
110	Sprayer, Knapsack (stainless steel 4-5 gallons back pack type)	15	pc.	
111	Sprinkler (12 lt. , hard p;astic 1.5 mm thick)	45	pc.	
112	Step Ladder (9 aluminum u channel, 6-8 ft heigth, 6 step including top step)	6	pc.	
113	Transplanting tools (5.5 cm bottom diameter x 23 cmmm heigth wth separated end and plastic handle)	75	pc.	
114	Tray, Seedling (rectangular hard plastic, 24x12 inches, 100 seedlings capacity)	15	pc.	
115	Trowel (Carbon steel 8cm x 13cm blade and 30 cm length including handle)	30	pc.	
116	Garden Hoe (Carbon steel, 1/16 inch thick w/ 48 inches length, 6.5 inch x4.5 inch hoe)	15	pc.	
117	Hand sprayer (1 lt. capacity, w/ hand pump handle trigger type)	15	pc.	
118	Harvesting pole (fiber glass pole handle, 12 ft. lenth extendable pole w/ fruit basket)	39	pc.	
119	Hedge shear (225mmx45 mm w/ wooden handle with ferrule and non corrosive)	15	pc.	
120	Hole Digger (carbon steel, 1/16 inch thick, hard wood handle)	15	pc.	
121	Knapsack Sprayer (stainless steel 4-5 gallons back pack type)	15	pc.	
122	Measuring cup (Translucent plastic, 250ml capacity)	6	pc.	
123	pH Meter (portable digital pen type, w/ retractable electrode, wterproof and w/ 1 bottle of pH 7.0 buffer solution)	15	pc.	
124	Piek Mattock (forged steel with wooden handle)	15	pc.	
125	Pruning Shears (forged steel 1 inch cutting capacity, w/ non slip grip handle)	75	pc.	
126	Rake (10-12 tines 4ft in length 2 3/4 inches height)	15	pc.	
127	Scissors (stainless steel with softgrip handle) 8 inches)	75	pc.	
128	Shovel (8.5 inches width blade 29 inches length handle)	15	pc.	
129	Soil Auger (Carbon steel, 10 inches blade lentg, overall length of 4 ft.)	3	pc.	
130	Soil Moisture meter (hard plastic 9 cm probe lenth with pH, ligth and moisture readout scale pH meter value range from 3.5 to 8 moisture humidity value ranges from 1-10)	15	pc.	
131	Steel tape (metric, L shape, Stainless Steel)	3	pc.	
132	Garden Tiller/Cultivator (Gasoline)	1	unit	

133	Pressurized Water Pump Motor (1.5hp) with Stainless Tank (40-50L Capacity)	1	set	
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I hereby certify to comply with all the above Schedule of Requirements.

Name of Company/Bidder

Printed Name, Position and Signature of Bidder's Authorized Representative

Section VII. Technical Specifications

Technical Specifications

Item	Specification	Statement of Compliance
		<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 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>
A. Computer System Servicing		
1	Allen Wrench (Tolsen 36PCS Allen Hex Key Set (Inches & Metric) Black Finish 20094)	
2	Anti-Static Wrist Strap(Pro'sKit AS-611F Quick-Fasten Anti Static Wrist Bands (1.5M/6FT)	
3	Combination Plier (Tolsen Heavy Duty Combination Pliers (8") TPR Handle Black)	
4	Crimping Tool(EZ crimping tool for RJ45 RJ11 RJ12 CONNECTOR Network Cable Crimping Tool for Pass Through)	
5	Desoldering Pump(Pro'sKit 908-366A)	
6	Electric Drill(Tolsen Industrial LI-ION Cordless Drill (20V) 79033)	
7	External Optical Drive(Orico External DVD Drive USB3.0 Hub Type-C DVD RW CD Burner Player Optical Drives Support TF SD Card for Laptop Windows (XD008))	
8	Flash Drive(Sandisk SDCZ410-128G-G46 128GB Ultra Shift 3.0 Flash Drive)	

9	Flashlight Head-mounted(LUC]Head-mounted Flashlight LED Headlamp Rechargeable 3 modes Adjustable Headlights Waterproof Brightest Zoom for Camping)	
10	Long Nose Plier 8"(Harden 6", 8" Long Nose Plier (PROFESSIONAL) Multi Functional Custom Professional 6" CRV Pro Long FI)	
11	Multimeter, Digital(M&S MESTEK 10000 Counts True RMS Multifunctional Digital Multimeter Measuring AC/DC Voltage Current)	
12	Network\LAN Tester(4-in-1 Portable LAN Network Cable Tester Remote RJ11 RJ45)	
13	Patch Panel 48 ports(AMP/COMMSCOPE CAT6 48PORTS PATCH PANEL)	
14	PC, Video Camera(Logitech C920 HD Pro Webcam,Full HD 1080p/30fps Video Calling,Clear Stereo Audio,HD Light Correction)	
15	Philips Screwdriver 8"(Pro'sKit 89118B Line Color Screwdrivers (3.2x200mm) Philips)	
16	Precision Screwdriver set(AUTOFun 115 in 1 Screwdriver Set of Screw Driver Bit Set Precision Mobile Phone Repair Device)	
17	Soldering Iron 40 watts((BUNDLE) Letsview TE-800 Magnifying Glass 10X Magnifier WITH 60W 220V Electric Soldering Iron)	
18	Standard Screwdriver (flat)(Stanley Standard Flathead Cushion Grip Screwdriver)	
19	Switch(TP-Link TL-SG1016 Gigabit Switch)	
20	Uninterrupted Power Supply (Secure UPS 650VA 1000VA 1500VA Uninterruptible Power Supply)	
21	USB External HD(Toshiba Canvio Ready 1TB USB 3.2 Portable External Hard Drive, Super Fast Transfers)	
22	Wire Stripper(standard Wire Stripper 7inch (SD0051))	
23	Wireless Access Point(TP-LINK TL-WA901ND 450Mbps Wireless N Access Point)	
24	Working Table(Office Desk Table Computer Laptop Desktop Tables Furniture Working Study Table 100x50x73CM)	
B. Food Processing		
25	Blender (1.7L, glass jar, 450watts)	
26	Brix Refractometer (range-0.32%,0.2% division, 175 mm lenth minimum)	
27	Cap Sealer (1200w 20-100mm, LCD display)	
28	Food Processor,Set with accessories (1.5liters)	
29	Headspace gauge flat,6inches (minimum)	
30	Laboratory scale cabinet dries or forced draft	

31	Measuring Cup for liquid, 500ml (clear, non-porous tempered glass)	
32	Meat Grinder (10A/220V)	
33	Mixing Bowl Stainless Steel (5 Quarts)	
34	Poly/Temperature Sealer	
35	Pressure Cooker (11.3 liters)	
36	Salinometer (1.5 V Battery included)	
37	Smoke House (Electric, stainless steel, 1000 w (minimum))	
38	Smoking Tray (Rectangular Stainless Steel)	
39	Soaking Container with lid (Stainless Steel)	
40	Steamer, Big (3 layers Stainless Steel)	
41	Stoves with LPG Tank 11kg, hose, regulator	
42	Stuffer/Linker (Stainless Steel, 5 liters (minimum))	
43	Trolley (Foldable Flat Form, Metal with paint, 300 kg loads)	
44	Vacuum Pack Machine (Stainless Steel, 10A/220V)	
45	Weighing Scale, 10 kilograms dial type	
46	Weighing Scale, 50 kilograms	
C. Housekeeping		
47	Alarm Clock, digital	
48	Apron	
49	Baskets, Laundry	
50	Bed Set, Queen Size	
51	Bed Set, Single Size	
52	Ironing Board	
53	Boots, Safety, Plastic, elastic pvc	
	boots, 7 inches	
	boots, 8 inches	
	boots, 9 inches	
	boots, 10 inches	
	boots, 11 inches	
54	Brush (Floor scrubbing)	
55	Water Bucket, (10 to 12 L)	
56	Toilet Caddy (3 compartments)	
57	Carpet Sweeper,	
58	Cart, Housekeeping Cart Trolley (3 shelves)	
59	Caution Sign	
60	Cleaning Cloth (Lint Free)	
61	Coffee Maker (6 cups capacity)	
62	Dust Pan	

63	Duster (Anti-Static)	
64	Stand Fan	
65	Fire Extinguisher	
66	Flashlight	
67	Flat iron	
68	Foam (Scrubbing)	
69	Garbage Receptacles	
70	Gloves	
71	Goggles	
72	Hairdryer	
73	Hose (50 ft)	
74	Electric kettle (1.5-2 L)	
75	Laundry Sorter	
76	Emergency Light	
77	Mirror (w/ frame)	
78	Mop	
79	Polisher (Floor)	
80	Shelving (5 shelves)	
81	Dish Sponge	
82	Spray Gun	
83	Squeegee (short handle)	
84	Squeezer, Mop	
85	Step Ladder	
86	Vacuum Cleaner	
87	Washer, Laundry	
88	White Board	
D. Bread and Pastry Production		
89	Cake stand with tier(Circular with 3 tier) Tier 1(18cm), Tier 2(25cm), Tier 3(30cm)	
90	Cake Turn Table(circular,cast aluminum plate and cast iron base)	
91	Chopping board set, 6 colors(rectangular,width 30cm(minimum),thickness	
92	Coupler(body shape, Tubular, hard plastic,Top diameter-1.27cm,bottom diameter-2.54	
93	Decorating tips(tube tips,body shape-Nozzles with different shape, stainless steel, tube hieght 3.5cm-5cm, daimeter-2cm-3.5cm, Thickness-0.5mm)	
94	Double boiler, 2 liters(stainless steel)	
95	Dough Cutter, stainless straight blade with stainless handle)	

96	Flour Sifter, hand cranked(hard cranked, round shape stainless steel, diameter-133.3mmXheight;165mm)	
97	Grater with plastic handle(four sided box grater, stainless steel blade and plastic handle)	
E. Agricultural Crops Production		
98	Bolo (17 inches length minimum)	
99	Container , 15 liters cap.	
100	Hoe, Light (Digging tool)Carbon Steel,1/16 inch thick min.	
101	Knife, Budding (Cutting tools)17 cm w/folding brass lifter and plastic	
102	Knife, Picking (Cutting tools)8.5 inches w/ soft grip handle cover	
103	Mask, Dust (surgical dust/face mask,non woven fabric, with elastic straps	
104	Petri dish (Circular polypropylene plastic) 150 mm diameter and 1.5 mm thickness	
105	Piek Mattock (Digging tool)6 inches length 2.0 pounds w wooden handle	
106	Rake (10-12 tines 4ft in length 2 3/4 inches height)	
107	Scissors (stainless steel with softgrip handle) 8 inches	
108	Shears Pruning (17 inches length w non slip grip handle)	
109	Shovel (8.5 inches width blade 29 inches length handle)	
110	Sprayer, Knapsack (stainless steel 4-5 gallons back pack type)	
111	Sprinkler (12 Lt. , hard plastic 1.5 mm thick)	
112	Step Ladder (9 aluminum u channel, 6-8 ft height, 6 step including top step)	
113	Transplanting tools (5.5 cm bottom diameter x 23 cmm height wth separated end and plastic handle)	
114	Tray, Seedling (rectangular hard plastic, 24x12 inches, 100 seedlings capacity)	
115	Trowel (Carbon steel 8cm x 13cm blade and 30 cm length including handle)	
116	Garden Hoe (Carbon steel, 1/16 inch thick w/ 48 inches length, 6.5 inch x4.5 inch hoe)	
117	Hand sprayer (1 Lt. capacity, w/ hand pump handle trigger type)	
118	Harvesting pole (fiber glass pole handle, 12 ft. lenth extendable pole w/ fruit basket)	
119	Hedge shear (225mmx45 mm w/ wooden handle with ferrule and non corrosive)	

120	Hole Digger (carbon steel, 1/16 inch thick, hard wood handle)	
121	Knapsack Sprayer (stainless steel 4-5 gallons back pack type)	
122	Measuring cup (Translucent plastic, 250ml capacity)	
123	pH Meter (portable digital pen type, w/ retractable electrode, wterproof and w/ 1 bottle of pH 7.0 buffer solution)	
124	Piek Mattock (forged steel with wooden handle)	
125	Pruning Shears (forged steel 1 inch cutting capacity, w/ non slip grip handle)	
126	Rake (10-12 tines 4ft in length 2 3/4 inches height)	
127	Scissors (stainless steel with softgrip handle) 8 in chess)	
128	Shovel (8.5 inches width blade 29 inches length handle)	
129	Soil Auger (Carbon steel, 10 inches blade lentg, overall length of 4 ft.)	
130	Soil Moisture meter (hard plastic 9 cm probe lenth with pH, lighth and moisture readout scale pH meter value range from 3.5 to 8 moisture humidity value ranges from 1-10)	
131	Steel tape (metric, L shape, Stainless Steel)	
132	Garden Tiller/Cultivator (Gasoline)	
133	Pressurized Water Pump Motor (1.5hp) with Stainless Tank (40-50L Capacity)	

I hereby certify to comply with all the above Technical Specifications.

Name of Company/Bidder

Printed Name, Position and Signature of Bidder's Authorized Representative

***Section VIII. Checklist of Technical and
Financial Documents***

Checklist of Technical and Financial Documents

I. TECHNICAL COMPONENT ENVELOPE

Class “A” Documents

Legal Documents

- (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages) in accordance with Section 8.5.2 of the IRR;

Technical Documents

- (b) 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**
- (c) 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**
- (d) 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**
- (e) Conformity with the Technical Specifications, which may include production/delivery schedule, manpower requirements, and/or after-sales/parts, if applicable; **and**
- (f) 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

- (g) 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

- (h) 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.

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

- (i) [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.

- (j) Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.

II. FINANCIAL COMPONENT ENVELOPE

- (a) Original of duly signed and accomplished Financial Bid Form; **and**
- (b) Original of duly signed and accomplished Price Schedule(s).

