



REPUBLIC OF THE PHILIPPINES
QUEZON CITY GOVERNMENT
BIDS AND AWARDS COMMITTEE –
GOODS AND SERVICES



PHILIPPINE BIDDING DOCUMENTS

(As Harmonized with Development Partners)

RM - MOTOR VEHICLES & HEAVY EQUIPMENT (PARTS AND LABOR)

PROJECT NO. **CAO(TFS)-23-VRM-1156**

Government of the Republic of the Philippines

Sixth Edition
July 2020

Preface

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

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

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

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

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

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

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Glossary of Acronyms, Terms, and Abbreviations

ABC – Approved Budget for the Contract.

BAC – Bids and Awards Committee.

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

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

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

BIR – Bureau of Internal Revenue.

BSP – Bangko Sentral ng Pilipinas.

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

CDA - Cooperative Development Authority.

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

CIF – Cost Insurance and Freight.

CIP – Carriage and Insurance Paid.

CPI – Consumer Price Index.

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

DTI – Department of Trade and Industry.

EXW – Ex works.

FCA – “Free Carrier” shipping point.

FOB – “Free on Board” shipping point.

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

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

GFI – Government Financial Institution.

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

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

GOP – Government of the Philippines.

GPPB – Government Procurement Policy Board.

INCOTERMS – International Commercial Terms.

Infrastructure Projects – Include the construction, improvement, rehabilitation, demolition, repair, restoration or maintenance of roads and bridges, railways, airports, seaports, communication facilities, civil works components of information technology projects, irrigation, flood control and drainage, water supply, sanitation, sewerage and solid waste management systems, shore protection, energy/power and electrification facilities, national buildings, school buildings, hospital buildings, and other related construction projects of the government. Also referred to as *civil works or works*. (2016 revised IRR, Section 5[u])

LGUs – Local Government Units.

NFCC – Net Financial Contracting Capacity.

NGA – National Government Agency.

PhilGEPS - Philippine Government Electronic Procurement System.

Procurement Project – refers to a specific or identified procurement covering goods, infrastructure project or consulting services. A Procurement Project shall be described, detailed, and scheduled in the Project Procurement Management Plan prepared by the agency

which shall be consolidated in the procuring entity's Annual Procurement Plan. (GPPB Circular No. 06-2019 dated 17 July 2019)

PSA – Philippine Statistics Authority.

SEC – Securities and Exchange Commission.

SLCC – Single Largest Completed Contract.

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

UN – United Nations.

Section I. Invitation to Bid

Notes on the Invitation to Bid

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

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

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

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



QUEZON CITY GOVERNMENT
BAC – GOODS AND SERVICES



INVITATION TO BID

October 05, 2023

	PROJECT NO.	OFFICE	PROJECT NAME	AMOUNT	SOURCE OF FUND	DELIVERY PERIOD
1.	CAO(TFS)-23-VRM-1156	CITY ADMINISTRATOR'S OFFICE (TASK FORCE STREETLIGHTS)	RM - MOTOR VEHICLES & HEAVY EQUIPMENT (PARTS AND LABOR)	P 1,121,774.00	GENERAL FUND	60 CD
2.	CAO(CPDD)-23-GM-1507B	CITY ADMINISTRATOR'S OFFICE (CPDD)	CELLPHONE PREPAID CARDS	2,074,000.00	GENERAL FUND	30 CD
3.	ENGINEERING-23-HCS-1622	DEPARTMENT OF ENGINEERING	LINE 1: VARIOUS HARDWARE SUPPLIES	P 1,629,013.98	GENERAL FUND	45 CD
			LINE 2: VARIOUS HARDWARE SUPPLIES	P 4,135,284.33	GENERAL FUND	45 CD
4.	OCM-23-ESLC-1613	OFFICE OF THE CITY MAYOR	LINE 1: SUPPLY, DELIVERY, INSTALLATION/DISMANTLING AND TESTING OF NEW LAMPOST LANTERN	P 16,965,780.00	GENERAL FUND	1 MONTH
			LINE 2: SUPPLY, DELIVERY, INSTALLATION/DISMANTLING AND TESTING OF NEW LAMPOST LANTERN	P 14,039,400.00	GENERAL FUND	1 MONTH
5.	CONSO-23-EM-1629	OFFICE OF THE CITY MAYOR	LINE 1: EVENTS MANAGEMENT FOR VARIOUS ACTIVITIES	P 11,387,840.00	GENERAL FUND	1 MONTH
			LINE 2: EVENTS MANAGEMENT FOR VARIOUS ACTIVITIES	P 4,144,366.00	GENERAL FUND	1 MONTH
6.	OCM-23-TFLES-1445B	OFFICE OF THE CITY MAYOR	HOTEL ACCOMMODATION AND OTHERS	P 3,372,000.00	GENERAL FUND	1 MONTH
7.	OCM-23-VPS2-1432B	OFFICE OF THE CITY MAYOR	VIDEO PRODUCTION PACKAGE (SANDY IN THE CITY)	P 3,000,000.00	GENERAL FUND	1 MONTH
8.	OCM(POPS)-23-VEHICLES-1491	OFFICE OF THE CITY MAYOR - POPS PLAN	MULTI CAB	P 1,482,000.00	GENERAL FUND	30 CD
9.	OCM(POPS)-23-VEHICLES-1492	OFFICE OF THE CITY MAYOR - POPS PLAN	MINI DUMP TRUCK	P 2,145,000.00	GENERAL FUND	30 CD
10.	OCM(GAD)-23-CS1-1439B	OFFICE OF THE CITY MAYOR (GAD)	FOOD AND DRINKS	P 8,100,000.00	GENERAL FUND	1 MONTH
11.	CONSO-23-OE-1652	OFFICE OF THE VICE MAYOR	ID CARD PRINTER, PHOTOCOPIER MACHINE AND OTHERS	P 1,407,387.00	GENERAL FUND	30 CD
12.	PAISD-23-VEHICLES-0582	PUBLIC AFFAIRS AND INFORMATION SERVICES DEPARTMENT	MOTOR VEHICLE (MULTI-PURPOSE VEHICLE)	P 1,800,000.00	GENERAL FUND	30 CD
13.	QCADAAC-23-VEHICLES-1545	QUEZON CITY ANTI-DRUG ABUSE ADVISORY COUNCIL	MOTOR VEHICLE	P 1,250,000.00	GENERAL FUND	60 CD
14.	CONSO-23-CS1-1513B	QUEZON CITY DISASTER RISK REDUCTION AND MANAGEMENT OFFICE	LINE 1: FOOD AND DRINKS AND OTHERS	P 4,488,221.28	GENERAL FUND	1 MONTH
			LINE 2: FOOD AND DRINKS AND OTHERS	P 1,999,990.00		

15.	CONSO-23-HLMF-1562B	QUEZON CITY DISASTER RISK REDUCTION AND MANAGEMENT OFFICE	LINE 2: HOTEL ACCOMMODATION AND OTHERS	P 16,178,800.00	GENERAL FUND	1 MONTH
16.	QCGH-23-OESC-1462B	QUEZON CITY GENERAL HOSPITAL	LINE 1: COPY PRINTER INK AND MASTER ROLL	P 1,362,960.00	GENERAL FUND	30 CD
			LINE 2: INKS AND TONERS	P 1,421,915.65	GENERAL FUND	30 CD
17.	QCGH-23-OSD-1431B	QUEZON CITY GENERAL HOSPITAL	VARIOUS OFFICE SUPPLIES	P 1,398,198.25	GENERAL FUND	30 CD
18.	HEALTH-23-HME-0551B	QUEZON CITY HEALTH DEPARTMENT	AUTOMATIC AUTOCLAVE AND OTHERS	P 1,786,673.83	GENERAL FUND	30 CD
19.	QCU-23-ELTE-1295B	QUEZON CITY UNIVERSITY	INDUSTRIAL ELECTRONICS TRAINER (BASIC COMMUNICATION SYSTEM) AND OTHERS	P 14,095,125.00	GENERAL FUND	120 CD
20.	QCU-23-PS2-1485B	QUEZON CITY UNIVERSITY	PRINTING OF ANNUAL REPORT AND OTHERS	P 1,842,150.00	GENERAL FUND	30 CD
21.	CONSO-23-PS2-1277B	SCHOOLS DIVISION OFFICE	PRINTING OF DIVISION READING ASSESSMENT TOOLS AND OTHERS	P 1,258,244.00	SPECIAL EDUCATION FUND	30 CD
22.	SDO-23-DM-1547	SCHOOLS DIVISION OFFICE	DRUGS AND MEDICINES FOR DENTAL	P 1,051,725.00	SPECIAL EDUCATION FUND	30 CD
23.	SDO-23-PP-1448B	SCHOOLS DIVISION OFFICE	MONOBLOC CHAIRS	P 39,600,000.00	SPECIAL EDUCATION FUND	30 CD
24.	CONSO-23-EMS-1458B	SCHOOLS DIVISION OFFICE	LINE 2: LETTER CARDS AND OTHERS	P 3,111,000.00	SPECIAL EDUCATION FUND	30 CD
25.	SDO-23-PS2-1553B	SCHOOLS DIVISION OFFICE	LINE 2: ALS MODULES	P 3,198,320.00	SPECIAL EDUCATION FUND	30 CD

1. The **QUEZON CITY LOCAL GOVERNMENT**, through the *General Fund and Special Education Fund*, of various years intends to apply the sums stated above being the ABC to payments under the contract for the above stated projects of contract for each lot/item. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The **QUEZON CITY LOCAL GOVERNMENT** now invites bids for various **Projects**. Delivery of the Goods is required *as stated above*. Bidders should have completed, within **the last three (3) 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 **QUEZON CITY GOVERNMENT Bids and Awards Committee (BAC) Secretariat** and inspect the Bidding Documents at the address given below during *weekdays from 8:00 a.m. – 5:00 p.m.*
5. A complete set of Bidding Documents may be acquired by interested Bidders on **Friday, October 06, 2023** 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*. The Procuring Entity shall allow the bidder to present its proof of payment for the fees *in person*.

STANDARD RATES:

Approved Budget for the Contract	Maximum Cost of Bidding Documents (in Philippine Peso)
500,000 and below	500.00
More than 500,000 up to 1 Million	1,000.00
More than 1 Million up to 5 Million	5,000.00
More than 5 Million up to 10 Million	10,000.00
More than 10 Million up to 50 Million	25,000.00
More than 50 Million up to 500 Million	50,000.00
More than 500 Million	75,000.00

The following are the requirements for purchase of Bidding Documents;

- PhilGEPS Registration Certificate (Platinum – 3 pages)
 - Document Request List (DRL)
 - Authorization to Purchase Bidding Documents
 - Corporate Secretary Certificate for corporation (specific for the project)
 - Special Power of Attorney for single proprietorship (specific for the project)
 - Notarized Joint Venture Agreement (as applicable)
6. The **Quezon City Local Government** will hold a Pre-Bid Conference on 10:30 A.M. of **Friday, October 13, 2023** at **2nd Floor, Procurement Department-Bidding Room, Finance Building, Quezon City Hall Compound**, and/or through video conferencing *via Zoom* which shall be open to prospective bidders.

Topic: BAC-GOODS Pre-Bid Conference Meeting

Join Zoom Meeting

<https://us02web.zoom.us/j/84835002246?pwd=OVRuVE0weXZMNXYwZG5LaWd1dXk1QT09>

Meeting ID: 848 3500 2246

Passcode: 154733

7. Bids must be duly received by the BAC Secretariat through manual submission at the 2nd Floor, Procurement Department, Finance Building, Quezon City Hall Compound on or before **10:00 A.M.** of **Friday, October 27, 2023**. 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 **11:00 A.M. of Friday, October 27, 2023** at the given address below and/or via Zoom. Bids will be opened in the presence of the bidders’ representatives who choose to attend the activity.

Topic: BAC-GOODS & SERVICES BIDDING

Join Zoom Meeting

<https://us02web.zoom.us/j/85850855933?pwd=R2dZUUp4Z3lyU29iZGVlWmdKRjZCdz09>

Meeting ID: 858 5085 5933

Passcode: 118682

10. The **Quezon City Local Government** 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:

ATTY. DOMINIC B. GARCIA

OIC, Procurement Department

2nd Floor, Procurement Department,

Finance Building, Quezon City Hall Compound

Elliptical Road, Barangay Central Diliman, Quezon City.

Email Add: bacgoods.procurement@quezoncity.gov.ph

Tel. No. (02)8988-4242 loc. 8506/8710

Website: www.quezoncity.gov.ph

12. You may visit the following websites:

For downloading of Bidding Documents: www.quezoncity.gov.ph

By:

(SGD.) **MS. MA. MARGARITA T. SANTOS, DPA**
Chairperson, QC-BAC-Goods and Services

Section II. Instructions to Bidders

Notes on the Instructions to Bidders

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

1. Scope of Bid

The Procuring Entity, **Quezon City Local Government** *wishes* to receive Bids for the **RM - MOTOR VEHICLES & HEAVY EQUIPMENT (PARTS AND LABOR)** with identification number **CAO(TFS)-23-VRM-1156**.

[Note: The Project Identification Number is assigned by the Procuring Entity based on its own coding scheme and is not the same as the PhilGEPS reference number, which is generated after the posting of the bid opportunity on the PhilGEPS website.]

The Procurement Project (referred to herein as “Project”) is composed of **two hundred thirty-seven (237) items**, the details of which are described in Section VII (Technical Specifications).

2. Funding Information

2.1. The GOP through the source of funding as indicated below for **2023** in the amount of **ONE MILLION ONE HUNDRED TWENTY-ONE THOUSAND SEVEN HUNDRED SEVENTY-FOUR PESOS AND 00/100 ONLY (Php1,121,774.00)**.

2.2. The source of funding is:

a) LGUs, the Annual or Supplemental Budget, as approved by the Sanggunian.

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 **Non-Expendable Supplies and services**: The Bidder must have completed a single contract that is similar to this Project, equivalent to at least **fifty percent (50%)** of the ABC.
- 5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.1 of the 2016 IRR of RA No. 9184.

6. Origin of Goods

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

7. Subcontracts

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

The Procuring Entity has prescribed that: Subcontracting is not allowed.

8. Pre-Bid Conference

The Procuring Entity will hold a pre-bid conference for this Project on the specified date and time and either at its physical address and/or through videoconferencing 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 *the last three (3) 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 e.
- b. For Goods offered from abroad:
 - i. Unless otherwise stated in the **BDS**, the price of the Goods shall be quoted delivered duty paid (DDP) with the place of destination in the Philippines as specified in the **BDS**. In quoting the price, the Bidder shall be free to use transportation through carriers registered in any eligible country. Similarly, the Bidder may obtain insurance services from any eligible source country.
 - ii. The price of other (incidental) services, if any, as listed in **Section VII (Technical Specifications)**.

13. Bid and Payment Currencies

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

14. Bid Security

- 14.1. The Bidder shall submit a Bid Securing 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 *in no case shall exceed One Hundred Twenty (120) calendar days from the date of opening of bids, unless duly extended by the bidder upon the request of the Head of the Procuring Entity (HoPE) of the Quezon City Local Government*. Any Bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

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.

15. Sealing and Marking of Bids

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

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

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

16. Deadline for Submission of Bids

16.1. The Bidders shall submit on the specified date and time through manual submission as indicated in paragraph 7 of the **IB**.

17. Opening and Preliminary Examination of Bids

17.1. The BAC shall open the Bids in public at the time, on the date, and at the place specified in paragraph 9 of the **IB**. The Bidders' representatives who are present shall sign a register evidencing their attendance. In case videoconferencing, webcasting or other similar technologies will be used, attendance of participants shall likewise be recorded by the BAC Secretariat.

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

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

18. Domestic Preference

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

19. Detailed Evaluation and Comparison of Bids

19.1. The Procuring BAC shall immediately conduct a detailed evaluation of all Bids rated "*passed*," using non-discretionary pass/fail criteria. The BAC shall consider the conditions in the evaluation of Bids under Section 32.2 of the 2016 revised IRR of RA No. 9184.

19.2. If the Project allows partial bids, bidders may submit a proposal on any of the lots or items, and evaluation will be undertaken on a per lot or item basis, as the case maybe. In this case, the Bid Security as required by **ITB** Clause 15 shall be submitted for each lot or item separately.

19.3. The descriptions of the lots or items shall be indicated in **Section VII (Technical Specifications)**, although the ABCs of these lots or items are indicated in the **BDS** for purposes of the NFCC computation pursuant to Section 23.4.2.6 of the 2016 revised IRR of RA No. 9184. The NFCC must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder.

19.4. The Project shall be awarded as follows:

One Project having several items 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

Notes on the Bid Data Sheet

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

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

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

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

Bid Data Sheet

ITB Clause	
5.3	<p>For this purpose, contracts similar to the Project shall be:</p> <ol style="list-style-type: none"> A single contract similar to the item/s to be bid and must be at least fifty percent (50%) of the ABC. Completed within the last three (3) years prior to the deadline for the submission and receipt of bids substantially in a FORM prescribed by the QC-BAC-GOODS AND SERVICES, must be accompanied by a copy of Certificate of Acceptance by the end-user or Official Receipt (O.R) or Sales Invoice (S.I.) issued for the Contract.
7.1	Subcontracting is not allowed.
12	The price of the Goods shall be quoted DDP <i>within Quezon City</i> or the applicable International Commercial Terms (INCOTERMS) for this Project.
14.1	<p>The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts:</p> <ol style="list-style-type: none"> The amount of not less than Php 22,435.48 or equivalent to two percent (2%) of ABC if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or The amount of not less than Php 56,088.70 or equivalent to five percent (5%) of ABC if bid security is in Surety Bond.
19.3	<p><i>[In case the Project will be awarded by lot, list the grouping of lots by specifying the group title, items, and the quantity for every identified lot, and the corresponding ABC for each lot.]</i></p> <p><i>[In case the project will be awarded by item, list each item indicating its quantity and ABC.]</i></p>
20.2	<p>List of required licenses and permits relevant to the Project and the corresponding law requiring it.</p> <ul style="list-style-type: none"> No additional requirement
21.2	<p>Additional required documents relevant to the Project that are required by existing laws and/or the Procuring Entity.</p> <ul style="list-style-type: none"> Statement of Warranty: Minimum of six (6) months Photo/s of existing repair shop

Section IV. General Conditions of Contract

Notes on the General Conditions of Contract

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

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

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

1. Scope of Contract

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

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

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

2. Advance Payment and Terms of Payment

2.1. Advance payment of the contract amount is provided under Annex “D” of the revised 2016 IRR of RA No. 9184.

2.2. The Procuring Entity is allowed to determine the terms of payment on the partial or staggered delivery of the Goods procured, provided such partial payment shall correspond to the value of the goods delivered and accepted in accordance with prevailing accounting and auditing rules and regulations. The terms of payment are indicated in the **SCC**.

3. Performance Security

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

4. Inspection and Tests

The Procuring Entity or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Project specifications at no extra cost to the Procuring Entity in accordance with the Generic Procurement Manual. In addition to tests in the **SCC, Section IV (Technical Specifications)** shall specify what inspections and/or tests the Procuring Entity requires, and where they are to be conducted. The Procuring Entity shall notify the Supplier in writing, in a timely manner, of the identity of any representatives retained for these purposes.

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

5. Warranty

6.1. 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.

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

6. Liability of the Supplier

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

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

Section V. Special Conditions of Contract

Notes on the Special Conditions of Contract

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

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

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

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

Special Conditions of Contract

GCC Clause	
<p>1</p>	<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 delivered <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 <i>[indicate place of destination]</i>. Risk and title will pass from the Supplier to the Procuring Entity upon receipt and final acceptance of the Goods at their final destination.”</p> <p>Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in Section VI (Schedule of Requirements).</p> <p>For purposes of this Clause the Procuring Entity’s Representative at the Project Site is <i>[indicate name(s)]</i>.</p> <p>Incidental Services –</p> <p>The Supplier is required to provide all of the following services, including additional services, if any, specified in Section VI. Schedule of Requirements: <i>Select appropriate requirements and delete the rest.</i></p> <ul style="list-style-type: none"> a. performance or supervision of on-site assembly and/or start-up of the supplied Goods; b. furnishing of tools required for assembly and/or maintenance of the supplied Goods; c. furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied Goods; d. performance or supervision or maintenance and/or repair of the supplied Goods, for a period of time agreed by the parties, provided that this service shall not relieve the Supplier of any warranty obligations under this Contract; and
	<ul style="list-style-type: none"> e. training of the Procuring Entity’s personnel, at the Supplier’s plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied Goods. f. <i>[Specify additional incidental service requirements, as needed.]</i> <p>The Contract price for the Goods shall include the prices charged by the Supplier for incidental services and shall not exceed the prevailing rates charged to other parties by the Supplier for similar services.</p>

	<p>Spare Parts –</p> <p>The Supplier is required to provide all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the Supplier:</p> <p><i>Select appropriate requirements and delete the rest.</i></p> <ul style="list-style-type: none">a. such spare parts as the Procuring Entity may elect to purchase from the Supplier, provided that this election shall not relieve the Supplier of any warranty obligations under this Contract; andb. in the event of termination of production of the spare parts:<ul style="list-style-type: none">i. advance notification to the Procuring Entity of the pending termination, in sufficient time to permit the Procuring Entity to procure needed requirements; andii. following such termination, furnishing at no cost to the Procuring Entity, the blueprints, drawings, and specifications of the spare parts, if requested. <p>The spare parts and other components required are listed in Section VI (Schedule of Requirements) and the cost thereof are included in the contract price.</p> <p>The Supplier shall carry sufficient inventories to assure ex-stock supply of consumable spare parts or components for the Goods for a period of <i>[indicate here the time period specified. If not used indicate a time period of three times the warranty period]</i>.</p> <p>Spare parts or components shall be supplied as promptly as possible, but in any case, within <i>[insert appropriate time period]</i> months of placing the order.</p>
	<p>Packaging –</p> <p>The Supplier shall provide such packaging of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in this Contract. The packaging shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packaging case size and weights shall take into consideration, where appropriate, the remoteness of the Goods’ final destination and the absence of heavy handling facilities at all points in transit.</p> <p>The packaging, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified below, and in any subsequent instructions ordered by the Procuring Entity.</p> <p>The outer packaging must be clearly marked on at least four (4) sides as follows:</p> <p>Name of the Procuring Entity Name of the Supplier</p>

	<p>Contract Description</p> <p>Final Destination</p> <p>Gross weight</p> <p>Any special lifting instructions</p> <p>Any special handling instructions</p> <p>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>Product Presentation/Demonstration/Site Inspection, if applicable.</i></p>

Section VI. Schedule of Requirements

PROJECT NAME: **RM - MOTOR VEHICLES & HEAVY EQUIPMENT (PARTS AND LABOR)**

PROJECT NO. **CAO(TFS)-23-VRM-1156**

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	Unit of Issue	Quantity	Delivered, Weeks / Months
	KIA PANORAMIC VAN (SHV 396)			Upon Request by the End-User Not Later Than December 31, 2023
1	TIRE (TUBELESS) 195/14	PC	2	
2	BATTERY 3SMF	PC	1	
3	BATTERY CLAMP (STANDARD SIZE)	PC	2	
4	BRAKE PAD (1BOX/4PCS)	BOX	1	
5	BRAKE MASTER ASSY	SET	1	
6	BRAKE CYLINDER	PC	1	
7	PILOT BEARING	PC	1	
8	CLUTCH DISC	PC	1	
9	PRESSURE PLATE	PC	1	
10	RELEASE BEARING	PC	1	
11	ALTERNATOR BELT	PC	1	
12	CLUTCH MASTER ASSY	SET	1	
13	SECONDARY CLUTCH ASSY	SET	1	
14	PLY WHEEL REFACE (MACHINE SHOP)	LOT	1	
	TOYOTA INNOVA (YW-5192)			
15	TIRE (TUBELESS) 205/65 R 15	PC	2	
16	BATTERY 3SMF	PC	1	
17	BATTERY CLAMP (STANDARD SIZE)	PC	2	
18	BRAKE PAD (1BOX/4PCS)	BOX	1	
19	BRAKE CYLINDER	PC	1	
20	PILOT BEARING	PC	1	
21	CLUTCH DISC	PC	1	
22	PRESSURE PLATE	PC	1	
23	RELEASE BEARING	PC	1	
24	FAN BELT	PC	2	
25	ALTERNATOR BELT	PC	1	
26	AIRCON BELT	PC	1	
27	CLUTCH MASTER ASSY	SET	1	
28	SECONDARY CLUTCH ASSY	SET	1	
	TOYOTA TAMARAW FX, WHITE, 7K (SET-485)			
29	TIRE-TUBELESS 175 / 70 X r13	PC	2	
30	BATTERY 2SMF	PC	1	
31	CONTACT POINT	PC	1	
32	CONDENSER	PC	1	
33	ACCELERATOR CABLE	PC	1	
34	FUEL FILTER	PC	1	
35	PRESSURE PLATE	PC	1	
36	CLUTCH DISC	PC	1	
37	RELEASE BEARING	PC	1	
38	PILOT BEARING	PC	1	
39	CLUTCH MASTER REPAIR KIT	KIT	1	
40	SECONDARY CLUTCH REPAIR KIT	KIT	1	
41	RADIATOR OVERHAUL PARTS AND LABOR	LOT	1	

	TOYOTA TAMARAW FX, WHITE, 7K (SEW 870)			
42	TIRE-TUBELESS 175/ 70 R13	PC	2	
43	BATTERY 2SMF	PC	1	
44	CONTACT POINT	PC	1	
45	ACCELERATOR CABLE	PC	1	
46	CONDENSER	PC	1	
47	FUEL FILTER	PC	1	
48	PRESSURE PLATE	PC	1	
49	CLUTCH DISC	PC	1	
50	RELEASE BEARING	PC	1	
51	PILOT BEARING	PC	1	
52	BRAKE MASTER ASSY	SET	1	
53	REAR SIGNAL LIGHT ASSY (L&R)	SET	2	
54	WIPER BLADE	PC	2	
55	CARBURATOR ASSY	PC	1	
56	RADIATOR OVERHAUL (PARTS AND LABOR)	LOT	1	
57	ALTERNATOR ASSY	SET	1	
	TOYOTA COROLLA (SFN 634)			
58	TIRE, 185/70XR14, TUBELESS TIRE, 175/70XR13	PC	2	
59	BATTERY 2SMF	PC	1	
60	CLUTCH DISC	PC	1	
61	PLY WHEEL REFACE (MACHINE SHOP)	LOT	1	
62	FAN BELT	PC	1	
63	RELEASE BEARING	PC	1	
64	PRESSURE PLATE	PC	1	
65	BRAKE MASTER ASSY	SET	1	
66	PILOT BEARING	PC	1	
67	ALTERNATOR BELT	PC	1	
68	TIE ROD (L & R, 2PC FOR 1 SET)	SET	1	
69	SECONDARY CLUTCH ASSY	SET	1	
	HINO DUMP TRUCK (SEE 684)			
70	TIRE w/ FLAPS & INTERIOR 700 X 16, 12 PLY	PC	4	
71	BATTERY 2D	PC	2	
72	BATTERY CLAMP (STANDARD SIZE)	PC	2	
73	POWER STEERING BELT	PC	1	
74	FAN BELT	PC	1	
75	ALTERNATOR BELT	PC	1	
76	PRESSURE PLATE	PC	1	
77	CLUTCH DISC	PC	1	
78	RELEASE BEARING	PC	1	
79	PILOT BEARING	PC	1	
80	WIPER BLADE	PC	2	
81	LIGHT BULB	PC	10	
	CANTER MANLIFTER, 4D32 (PLATE NO. SAU 256)			
82	OIL FILTER	PC	1	
83	AIR FILTER	PC	1	
84	SECONDARY CLUTCH MASTER ASSY	SET	1	
85	TAIL BREAK LIGHT ASSY (L/R)	SET	2	
86	WIPER BLADE	PC	2	
87	RADIATOR OVERHAUL PARTS AND LABOR	LOT	1	
88	BATTERY 3SMF	PC	2	

89	PRESSURE PLATE	PC	1
90	CLUTCH DISC	PC	1
91	RELEASE BEARING	PC	1
92	PILOT BEARING	PC	1
	ISUZU CRANE TRUCK, 4HF1 (PLATE NO. SJE 172)		
93	TIRE -TUBELESS & INTERIOR, 750X16, 12PLY TIRE -TUBELESS & INTERIOR, 700X16, 12PLY	PC	2
94	PILOT BEARING	PC	1
95	AIR FILTER	PC	1
96	PRESSURE PLATE	PC	1
97	CLUTCH DISC	PC	1
98	RELEASE BEARING	PC	1
99	WIPER ASSY (W/ MOTOR AND ARM)	SET	1
100	ATF HD 68 (18LTRS/ per CONTAINER)	CONT.	1
101	HYDRAULIC HOSE WITH FITTINGS ASSY	SET	1
102	HYDRAULIC CYLINDER PACKING REPAIR KIT	KIT	1
103	SHAFTING FABRICATED HYDRAULIC BOOM (MACHINE SHOP)	LOT	1
104	HYDRAULIC BOOM OVERHAUL	LOT	1
105	BUSHING FABRICATED	LOT	1
106	HYDRAULIC HOUSING FABRICATED	LOT	1
107	RADIATOR ASSY.	PC	1
	JAC MANLIFTER TRUCK (SMALL) SLC 866		
108	TIRE -TUBELESS & INTERIOR 700X16,12PLY	PC	4
109	BATTERY 3SMF	PC	2
110	PRESSURE PLATE	PC	1
111	CLUTCH DISC	PC	1
112	PILOT BEARING	PC	1
113	RELEASE BEARING	PC	1
114	BREAK SHOE (FRONT) (1BOX/4PCS)	SET	1
115	BREAK SHOE (BACK) (1BOX/PCS)	SET	1
116	FUEL FILTER	PC	1
117	AIR FILTER	PC	1
118	ATF HD 68 (18LTRS/ per CONTAINER)	CONT.	2
119	FAN BELT	PC	1
120	PTO CROSS JOINT	PC	1
121	HYDRAULIC HOSE WITH FITTINGS ASSY	SET	2
122	RELAY 24 BOLTS	PC	5
	JAC MANLIFTER TRUCK (BIG) SLC 864		
123	TIRE -TUBELESS & INTERIOR 700X16,12PLY	PC	4
124	BATTERY 3SMF	PC	2
125	PRESSURE PLATE	PC	1
126	CLUTCH DISC	PC	1
127	PILOT BEARING	PC	1
128	RELEASE BEARING	PC	1
129	BREAK SHOE (FRONT) (1BOX/4PCS)	SET	1
130	BREAK SHOE (BACK) (1BOX/PCS)	SET	1
131	FUEL FILTER	PC	1
132	AIR FILTER	PC	1
133	ATF HD 68 (18LTRS/ per CONTAINER)	CONT.	2
134	FAN BELT	PC	1

135	ALTERNATOR BELT	PC	1
136	PTO CROSS JOINT	PC	1
137	CROSS JOINT	PC	2
138	CENTER BEARING WITH RUBBER CUSHION ASSY	SET	1
139	HYDRAULIC HOSE WITH FITTINGS ASSY	SET	2
140	RELAY 24 BOLTS	PC	5
	MINI DUMP TRUCK (SHG-649)		
141	TIRE W/ FLAPS & INTERIOR 700 X 16 ,12 PLY	PC	4
142	CLUTCH DISC	PC	1
143	PRESSURE PLATE	PC	1
144	REALEASE BEARING	PC	1
145	ENGINE SUPPORT	PC	1
146	WIPER BLADE	PC	1
147	BATTERY CLAMP (STANDARD SIZE)	PC	2
148	BREAK LIGHT SWITCH	PC	1
149	RADIATOR OVERHAUL PARTS AND LABOR	LOT	1
150	BATTERY 3SMF	PC	2
	SHACMAN BOOM TRUCK, (MV3216)		
151	TIRE -TUBELESS & INTERIOR 700X16,12PLY	PC	2
152	BATTERY 6SMF	PC	1
153	BATTERY CLAMP (STANDARD SIZE)	PC	2
154	OIL FILTER	PC	2
155	FUEL FILTER	PC	2
156	AIR FILTER	PC	1
157	CROSS JOINT	PC	2
158	PTO CROSS JOINT	PC	2
159	FAN BELT	PC	2
160	TWO WAY SWITCH (USE FOR UP & DOWN OF BOOM)	PC	4
161	FLASHER RELAY 12V	PC	1
162	PRESSURE PLATE	PC	1
163	CLUTCH DISC	PC	1
164	REALEASE BEARING	PC	1
165	PILOT BEARING	PC	1
	SHACMAN BOOM TRUCK, (MV 3220)		
166	TIRE -TUBELESS & INTERIOR,700X16,12PLY	PC	2
167	BATTERY CLAMP (STANDARD SIZE)	PC	1
168	BATTERY 6SMF	PC	1
169	BREAK SHOE (FRONT) (1BOX/4PCS)	BOX	1
170	BREAK SHOE (BACK) (1BOX/4PCS)	BOX	1
171	OIL FILTER	PC	1
172	FUEL FILTER	PC	1
173	ATF HD 68 (18LTRS/ per CONTAINER)	CONT.	1
174	AIR FILTER	PC	1
175	TWO WAY SWITCH (USE FOR UP & DOWN OF BOOM)	PC	1
176	FLASHER RELAY 12V	PC	2
177	PRESSURE PLATE	PC	1
178	CLUTCH DISC	PC	1
179	REALEASE BEARING	PC	1
180	PILOT BEARING	PC	1

	SHACMAN BOOM TRUCK, (MV 3210)			
181	TIRE -TUBELESS & INTERIOR 700X16,12PLY	PC	2	
182	BATTERY , 6SMF	PC	1	
183	BATTERY CLAMP (STANDARD SIZE)	PC	2	
184	OIL FILTER	PC	2	
185	FUEL FILTER	PC	2	
186	AIR FILTER	PC	1	
187	ATF HD 68 (18LTRS/ per CONTAINER)	CONT.	2	
188	POWER TAKE OFF PUMP ASSY	SET	1	
189	TWO WAY SWITCH (USE FOR UP & DOWN OF BOOM)	PC	4	
190	FLASHER RELAY Y 12V	PC	1	
191	HYDRAULIC HOSE 1/2 13FT.	PC	1	
192	HYDRAULIC STAND RECONDITION (PARTS AND LABOR)	LOT	1	
193	PRESSURE PLATE	PC	1	
194	CLUTCH DISC	PC	1	
195	REALEASE BEARING	PC	1	
	SHACMAN BOOM TRUCK, (MV3213)			
196	TIRE -TUBELESS & INTERIOR 700X16,12PLY	PC	2	
197	BATTERY, (6SMF)	PC	1	
198	BATTERY CLAMP (STANDARD SIZE)	PC	2	
199	BREAK SHOE (FRONT) (1BOX/4PCS)	BOX	1	
200	BREAK SHOE (BACK) (1BOX/PCS)	BOX	1	
201	OIL FILTER	PC	2	
202	FUEL FILTER	PC	2	
203	HYDRAULIC CYLINDER PACKING REPAIR KIT	lot	1	
204	ATF HD 68 (18LTRS/ per CONTAINER)	CONT.	5	
205	AIR FILTER	PC	1	
206	TWO WAY SWITCH (USE FOR UP & DOWN OF BOOM)	PC	4	
207	FLASHER RELAY 12V	PC	2	
208	PRESSURE PLATE	PC	1	
209	CLUTCH DISC	PC	1	
210	REALEASE BEARING	PC	1	
211	PILOT BEARING	PC	1	
	SHACMAN BOOM TRUCK (MV 3224)			
212	TIRE -TUBELESS & INTERIOR 700X16,12PLY	PC	2	
213	BATTERY, 6SMF	PC	1	
214	BATTERY CLAMP (STANDARD SIZE)	PC	2	
215	BREAK SHOE (FRONT) (1BOX/4PCS)	BOX	1	
216	BREAK SHOE (BACK) (1BOX/4PCS)	BOX	1	
217	OIL FILTER	PC	2	
218	FUEL FILTER	PC	2	
219	AIR FILTER	PC	1	
220	TWO WAY SWITCH (USE FOR UP & DOWN OF BOOM)	PC	4	
221	PRESSURE PLATE	PC	1	
222	CLUTCH DISC	PC	1	
223	REALEASE BEARING	PC	1	
224	PILOT BEARING	PC	1	
	SHACMAN BOOM TRUCK, (MV 3228)			
225	TIRE -TUBELESS & INTERIOR 700X16,12PLY	PC	2	

226	BATTERY 6SMF	PC	1	
227	BATTERY CLAMP (STANDARD SIZE)	PC	2	
228	BREAK SHOE (FRONT) (1BOX/4PCS)	BOX	1	
229	BREAK SHOE (BACK) (1BOX/4PCS)	BOX	1	
230	OIL FILTER	PC	2	
231	FUEL FILTER	PC	2	
232	AIR FILTER	PC	1	
233	FLASHER RELAY 12V	PC	1	
234	PRESSURE PLATE	PC	1	
235	CLUTCH DISC	PC	1	
236	REALEASE BEARING	PC	1	
237	PILOT BEARING	PC	1	

I hereby certify to comply and deliver all the above requirements.

Name: _____

Legal Capacity: _____

Signature: _____

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

Section VII. Technical Specifications

Notes for Preparing the Technical Specifications

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

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

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

Sample Clause: Equivalency of Standards and Codes

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

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

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

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

Technical Specifications

PROJECT NAME: **RM - MOTOR VEHICLES & HEAVY EQUIPMENT (PARTS AND LABOR)**

PROJECT NO. **CAO(TFS)-23-VRM-1156**

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	KIA PANORAMIC VAN (SHV 396)	
1	TIRE (TUBELESS) 195/14	
2	BATTERY 3SMF	
3	BATTERY CLAMP (STANDARD SIZE)	
4	BRAKE PAD (1BOX/4PCS)	
5	BRAKE MASTER ASSY	
6	BRAKE CYLINDER	
7	PILOT BEARING	
8	CLUTCH DISC	
9	PRESSURE PLATE	
10	RELEASE BEARING	
11	ALTERNATOR BELT	
12	CLUTCH MASTER ASSY	
13	SECONDARY CLUTCH ASSY	
14	PLY WHEEL REFACE (MACHINE SHOP)	
	TOYOTA INNOVA (YW-5192)	
15	TIRE (TUBELESS) 205/65 R 15	
16	BATTERY 3SMF	
17	BATTERY CLAMP (STANDARD SIZE)	
18	BRAKE PAD (1BOX/4PCS)	
19	BRAKE CYLINDER	
20	PILOT BEARING	
21	CLUTCH DISC	
22	PRESSURE PLATE	
23	RELEASE BEARING	
24	FAN BELT	
25	ALTERNATOR BELT	
26	AIRCON BELT	
27	CLUTCH MASTER ASSY	
28	SECONDARY CLUTCH ASSY	
	TOYOTA TAMARAW FX, WHITE, 7K (SET-485)	
29	TIRE-TUBELESS 175 / 70 X r13	
30	BATTERY 2SMF	
31	CONTACT POINT	
32	CONDENSER	
33	ACCELERATOR CABLE	
34	FUEL FILTER	

35	PRESSURE PLATE	
36	CLUTCH DISC	
37	RELEASE BEARING	
38	PILOT BEARING	
39	CLUTCH MASTER REPAIR KIT	
40	SECONDARY CLUTCH REPAIR KIT	
41	RADIATOR OVERHAUL PARTS AND LABOR	
	TOYOTA TAMARAW FX, WHITE, 7K (SEW 870)	
42	TIRE-TUBELESS 175/ 70 R13	
43	BATTERY 2SMF	
44	CONTACT POINT	
45	ACCELERATOR CABLE	
46	CONDENSER	
47	FUEL FILTER	
48	PRESSURE PLATE	
49	CLUTCH DISC	
50	RELEASE BEARING	
51	PILOT BEARING	
52	BRAKE MASTER ASSY	
53	REAR SIGNAL LIGHT ASSY (L&R)	
54	WIPER BLADE	
55	CARBURATOR ASSY	
56	RADIATOR OVERHAUL (PARTS AND LABOR)	
57	ALTERNATOR ASSY	
	TOYOTA COROLLA (SFN 634)	
58	TIRE, 185/70XR14, TUBELESS TIRE, 175/70XR13	
59	BATTERY 2SMF	
60	CLUTCH DISC	
61	PLY WHEEL REFACE (MACHINE SHOP)	
62	FAN BELT	
63	RELEASE BEARING	
64	PRESSURE PLATE	
65	BRAKE MASTER ASSY	
66	PILOT BEARING	
67	ALTERNATOR BELT	
68	TIE ROD (L & R, 2PC FOR 1 SET)	
69	SECONDARY CLUTCH ASSY	
	HINO DUMP TRUCK (SEE 684)	
70	TIRE w/ FLAPS & INTERIOR 700 X 16, 12 PLY	
71	BATTERY 2D	
72	BATTERY CLAMP (STANDARD SIZE)	
73	POWER STEERING BELT	
74	FAN BELT	
75	ALTERNATOR BELT	
76	PRESSURE PLATE	
77	CLUTCH DISC	
78	RELEASE BEARING	
79	PILOT BEARING	
80	WIPER BLADE	
81	LIGHT BULB	

	CANTER MANLIFTER, 4D32 (PLATE NO. SAU 256)	
82	OIL FILTER	
83	AIR FILTER	
84	SECONDARY CLUTCH MASTER ASSY	
85	TAIL BREAK LIGHT ASSY (L/R)	
86	WIPER BLADE	
87	RADIATOR OVERHAUL PARTS AND LABOR	
88	BATTERY 3SMF	
89	PRESSURE PLATE	
90	CLUTCH DISC	
91	RELEASE BEARING	
92	PILOT BEARING	
	ISUZU CRANE TRUCK, 4HF1 (PLATE NO. SJE 172)	
93	TIRE -TUBELESS & INTERIOR, 750X16, 12PLY TIRE -TUBELESS & INTERIOR, 700X16, 12PLY	
94	PILOT BEARING	
95	AIR FILTER	
96	PRESSURE PLATE	
97	CLUTCH DISC	
98	RELEASE BEARING	
99	WIPER ASSY (W/ MOTOR AND ARM)	
100	ATF HD 68 (18LTRS/ per CONTAINER)	
101	HYDRAULIC HOSE WITH FITTINGS ASSY	
102	HYDRAULIC CYLINDER PACKING REPAIR KIT	
103	SHAFTING FABRICATED HYDRAULIC BOOM (MACHINE SHOP)	
104	HYDRAULIC BOOM OVERHAUL	
105	BUSHING FABRICATED	
106	HYDRAULIC HOUSING FABRICATED	
107	RADIATOR ASSY.	
	JAC MANLIFTER TRUCK (SMALL) SLC 866	
108	TIRE -TUBELESS & INTERIOR 700X16,12PLY	
109	BATTERY 3SMF	
110	PRESSURE PLATE	
111	CLUTCH DISC	
112	PILOT BEARING	
113	REALEASE BEARING	
114	BREAK SHOE (FRONT) (1BOX/4PCS)	
115	BREAK SHOE (BACK) (1BOX/PCS)	
116	FUEL FILTER	
117	AIR FILTER	
118	ATF HD 68 (18LTRS/ per CONTAINER)	
119	FAN BELT	
120	PTO CROSS JOINT	
121	HYDRAULIC HOSE WITH FITTINGS ASSY	
122	RELAY 24 BOLTS	
	JAC MANLIFTER TRUCK (BIG) SLC 864	
123	TIRE -TUBELESS & INTERIOR 700X16,12PLY	
124	BATTERY 3SMF	
125	PRESSURE PLATE	

126	CLUTCH DISC	
127	PILOT BEARING	
128	REALEASE BEARING	
129	BREAK SHOE (FRONT) (1BOX/4PCS)	
130	BREAK SHOE (BACK) (1BOX/PCS)	
131	FUEL FILTER	
132	AIR FILTER	
133	ATF HD 68 (18LTRS/ per CONTAINER)	
134	FAN BELT	
135	ALTERNATOR BELT	
136	PTO CROSS JOINT	
137	CROSS JOINT	
138	CENTER BEARING WITH RUBBER CUSHION ASSY	
139	HYDRAULIC HOSE WITH FITTINGS ASSY	
140	RELAY 24 BOLTS	
	MINI DUMP TRUCK (SHG-649)	
141	TIRE W/ FLAPS & INTERIOR 700 X 16 ,12 PLY	
142	CLUTCH DISC	
143	PRESSURE PLATE	
144	REALEASE BEARING	
145	ENGINE SUPPORT	
146	WIPER BLADE	
147	BATTERY CLAMP (STANDARD SIZE)	
148	BREAK LIGHT SWITCH	
149	RADIATOR OVERHAUL PARTS AND LABOR	
150	BATTERY 3SMF	
	SHACMAN BOOM TRUCK, (MV3216)	
151	TIRE -TUBELESS & INTERIOR 700X16,12PLY	
152	BATTERY 6SMF	
153	BATTERY CLAMP (STANDARD SIZE)	
154	OIL FILTER	
155	FUEL FILTER	
156	AIR FILTER	
157	CROSS JOINT	
158	PTO CROSS JOINT	
159	FAN BELT	
160	TWO WAY SWITCH (USE FOR UP & DOWN OF BOOM)	
161	FLASHER RELAY 12V	
162	PRESSURE PLATE	
163	CLUTCH DISC	
164	REALEASE BEARING	
165	PILOT BEARING	
	SHACMAN BOOM TRUCK, (MV 3220)	
166	TIRE -TUBELESS & INTERIOR,700X16,12PLY	
167	BATTERY CLAMP (STANDARD SIZE)	
168	BATTERY 6SMF	
169	BREAK SHOE (FRONT) (1BOX/4PCS)	
170	BREAK SHOE (BACK) (1BOX/4PCS)	
171	OIL FILTER	
172	FUEL FILTER	
173	ATF HD 68 (18LTRS/ per CONTAINER)	

174	AIR FILTER	
175	TWO WAY SWITCH (USE FOR UP & DOWN OF BOOM)	
176	FLASHER RELAY 12V	
177	PRESSURE PLATE	
178	CLUTCH DISC	
179	REALEASE BEARING	
180	PILOT BEARING	
	SHACMAN BOOM TRUCK, (MV 3210)	
181	TIRE -TUBELESS & INTERIOR 700X16,12PLY	
182	BATTERY , 6SMF	
183	BATTERY CLAMP (STANDARD SIZE)	
184	OIL FILTER	
185	FUEL FILTER	
186	AIR FILTER	
187	ATF HD 68 (18LTRS/ per CONTAINER)	
188	POWER TAKE OFF PUMP ASSY	
189	TWO WAY SWITCH (USE FOR UP & DOWN OF BOOM)	
190	FLASHER RELAY Y 12V	
191	HYDRAULIC HOSE 1/2 13FT.	
192	HYDRAULIC STAND RECONDITION (PARTS AND LABOR)	
193	PRESSURE PLATE	
194	CLUTCH DISC	
195	REALEASE BEARING	
	SHACMAN BOOM TRUCK, (MV3213)	
196	TIRE -TUBELESS & INTERIOR 700X16,12PLY	
197	BATTERY, (6SMF)	
198	BATTERY CLAMP (STANDARD SIZE)	
199	BREAK SHOE (FRONT) (1BOX/4PCS)	
200	BREAK SHOE (BACK) (1BOX/PCS)	
201	OIL FILTER	
202	FUEL FILTER	
203	HYDRAULIC CYLINDER PACKING REPAIR KIT	
204	ATF HD 68 (18LTRS/ per CONTAINER)	
205	AIR FILTER	
206	TWO WAY SWITCH (USE FOR UP & DOWN OF BOOM)	
207	FLASHER RELAY 12V	
208	PRESSURE PLATE	
209	CLUTCH DISC	
210	REALEASE BEARING	
211	PILOT BEARING	
	SHACMAN BOOM TRUCK (MV 3224)	
212	TIRE -TUBELESS & INTERIOR 700X16,12PLY	
213	BATTERY, 6SMF	
214	BATTERY CLAMP (STANDARD SIZE)	
215	BREAK SHOE (FRONT) (1BOX/4PCS)	
216	BREAK SHOE (BACK) (1BOX/4PCS)	
217	OIL FILTER	
218	FUEL FILTER	
219	AIR FILTER	

220	TWO WAY SWITCH (USE FOR UP & DOWN OF BOOM)	
221	PRESSURE PLATE	
222	CLUTCH DISC	
223	REALEASE BEARING	
224	PILOT BEARING	
	SHACMAN BOOM TRUCK, (MV 3228)	
225	TIRE -TUBELESS & INTERIOR 700X16,12PLY	
226	BATTERY 6SMF	
227	BATTERY CLAMP (STANDARD SIZE)	
228	BREAK SHOE (FRONT) (1BOX/4PCS)	
229	BREAK SHOE (BACK) (1BOX/4PCS)	
230	OIL FILTER	
231	FUEL FILTER	
232	AIR FILTER	
233	FLASHER RELAY 12V	
234	PRESSURE PLATE	
235	CLUTCH DISC	
236	REALEASE BEARING	
237	PILOT BEARING	
B.	Compliance to the Schedule of Requirements (Section VI)	

I hereby certify to comply and deliver all the above requirements.

Name: _____

Legal Capacity: _____

Signature: _____

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

Section VIII. Checklist of Technical and Financial Documents

Notes on the Checklist of Technical and Financial Documents

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

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

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

Checklist of Technical and Financial Documents

I. TECHNICAL COMPONENT ENVELOPE

Class “A” Documents

Legal Documents

- ☐ (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages) **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 (in a **FORM prescribed by the QC-BAC-GOODS AND SERVICES**); **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 (in a **FORM prescribed by the QC-BAC-GOODS AND SERVICES**); **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 Section VI. (Schedule of Requirements) and Section VII. (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) (in a **FORM prescribed by the QC-BAC-GOODS AND SERVICES**);
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).

III. REQUIRED DOCUMENTS in BDS SECTION 20.2 and 21.2

- **Statement of Warranty: Minimum of six (6) months**
- **Photo/s of existing repair shop**

Note:

1. Please refer to
[\[https://drive.google.com/file/d/1uiYurh5WrpBL5B_pqpzAb62yucAblR1p/view?usp=sharing\]](https://drive.google.com/file/d/1uiYurh5WrpBL5B_pqpzAb62yucAblR1p/view?usp=sharing) for the following requirements:
 - a. Computation of NFCC;
 - b. List of All Ongoing Contracts/List of Contracts already awarded but not yet started;
 - c. Statement of Single Largest Completed Contract
2. Please refer to GPPB Resolution No. 16-2020 for the following requirements:
 - a. Bid Form;
 - b. Price Schedule (for Goods Offered from Abroad/ Within the Philippines)
 - c. Bid Securing Declaration; and
 - d. Omnibus Sworn Statement

