

PHILIPPINE BIDDING DOCUMENTS

**Supply and Installation of Addressable
FDAS for the AS Extension Bldg.**

ABC = ₱1,999,960.00

**(One Million Nine Hundred Ninety Nine
Thousand and Nine Hundred Sixty Pesos Only)**

**Government of the Republic of the Philippines
University of the Philippines Cebu**



**Sixth Edition
July 2020**

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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

Supply and Installation of Addressable FDAS for the AS Extension Bldg.

1. The **University of the Philippines Cebu**, through the **GAA 2022** intends to apply the sum of **₱1,999,960.00 (One Million Nine Hundred Ninety Nine Thousand and Nine Hundred Sixty Pesos Only)** being the ABC to payments under the contract for **Supply and Installation of Addressable FDAS for the AS Extension Bldg. G-2023-011**. Bids received in excess of the ABC for each lot shall be automatically rejected at bid opening.
2. The **University of the Philippines Cebu** now invites bids for the above Procurement Project. Delivery of the Goods is required by **February 28, 2024**. Bidders should have completed, within **the last three 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.

Bidding is restricted to Filipino citizens/sole proprietorship, 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 the **University of the Philippines Cebu BAC Office** and inspect the Bidding Documents at the address given below during office hours **8:00AM- 5:00PM**.
5. A complete set of Bidding Documents may be acquired by interested Bidders on **November 29, 2023** from the given address and website(s) 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)**. The Procuring Entity shall allow the bidder to present its proof of payment for the fees **either physically or through email to bac_sec.upcebu@up.edu.ph**
6. The **University of the Philippines Cebu** will hold a Pre-Bid Conference¹ on **December 11, 2023, 10:00 AM** at **UP Cebu BAC Office , Rm 207 Admin Bldg.** and/or through video conferencing or webcasting **via Zoom** Meeting ID: 963 3834 4835 PW: **UPCBACPreB** , which shall be open to prospective bidders.

7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below, on or before **December 26, 2023, 10:00AM**. 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.

Bid opening shall be on **December 26, 2023, 10:00AM** at the given address below and via **Zoom** Meeting ID: 983 9167 8737 PWD: UPCBACOpen

9. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

10. ***Bidders shall provide scanned copy of their bid in PDF file, in a flash drive together with the physical copy of their bids.***

11. The ***University of the Philippines Cebu*** 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.

12. For further information, please refer to:
Celisty Manano BAC Secretariat Chair
BAC Office, Room 207 Admin Bldg.
Email: bac_sec.upcebu@up.edu.ph
Tel.No.: 032 232 8187 loc 127

13. You may visit the following websites:

For downloading of Bidding Documents: *Scan QR code*



Lorel S. Dee, M.D.
BAC Chair

[November 28, 2023]

Section II. Instructions to Bidders

1. Scope of Bid

The Procuring Entity, *University of the Philippines Cebu* wishes to receive Bids for the **Supply and Installation of Addressable FDAS for the AS Extension Bldg.**, with identification number **G-2023-011**.

The Procurement Project (referred to herein as “Project”) is composed of **One (1)** item, 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 2022 in the amount of **₱1,999,960.00 (One Million Nine Hundred Ninety Nine Thousand and Nine Hundred Sixty Pesos Only)**.

2.2. The source of funding is:

NGA, the General Appropriations Act or Special Appropriations.

3. Bidding Requirements

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

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

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

4. Corrupt, Fraudulent, Collusive, and Coercive Practices

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

5. Eligible Bidders

- 5.1. Only Bids of Bidders found to be legally, technically, and financially capable will be evaluated.
- 5.2. Foreign ownership limited to those allowed under the rules may participate in this Project.
- 5.3. Pursuant to Section 23.4.1.3 of the 2016 revised IRR of RA No.9184, the Bidder shall have an SLCC that is at least one (1) contract similar to the Project the value of which, adjusted to current prices using the PSA's CPI, must be at least equivalent to:

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/webcasting} as indicated in paragraph 6 of the **IB**.

9. Clarification and Amendment of Bidding Documents

Prospective bidders may request for clarification on and/or interpretation of any part of the Bidding Documents. Such requests must be in writing and received by the Procuring Entity, either at its given address or through electronic mail indicated in the

IB, at least ten (10) calendar days before the deadline set for the submission and receipt of Bids.

10. Documents comprising the Bid: Eligibility and Technical Components

- 10.1. The first envelope shall contain the eligibility and technical documents of the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
- 10.2. The Bidder's SLCC as indicated in **ITB** Clause 5.3 should have been completed within *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 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 Declaration² or any form of Bid Security in the amount indicated in the **BDS**, which shall be not less than the percentage of the ABC in accordance with the schedule in the **BDS**.
- 14.2. The Bid and bid security shall be valid until *April 24, 2024*. 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

Each Bidder shall submit one copy of the first and second components of its Bid. The Procuring Entity may request additional hard copies and/or electronic copies of the Bid. However, failure of the Bidders to comply with the said request shall not be a ground for disqualification.

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

16. Deadline for Submission of Bids

16.1. The Bidders shall submit on the specified date and time and either at its physical address or through online submission as indicated in paragraph 7 of the **IB**.

17. Opening and Preliminary Examination of Bids

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

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

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

18. Domestic Preference

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

19. Detailed Evaluation and Comparison of Bids

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

19.2. If the Project allows partial bids, bidders may submit a proposal on any of the lots or items, and evaluation will be undertaken on a per lot or item basis, as

the case maybe. In this case, the Bid Security as required by **ITB** Clause 14 shall be submitted for each lot or item separately.

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

19.4. The Project shall be awarded as follows:

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

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

20. Post-Qualification

20.2. Within a non-extendible period of five (5) calendar days from receipt by the Bidder of the notice from the BAC that it submitted the Lowest Calculated Bid, 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**.

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

Section III. Bid Data Sheet

ITB Clause	
5.3	For this purpose, contracts similar to the Project shall be: <ul style="list-style-type: none"> a. Supply and Installation of Addressable FDAS b. completed within three (3) years prior to the deadline for the submission and receipt of bids.
7.1	<i>No subcontracting is allowed.</i>
12	The price of the Goods shall be quoted DDP <i>UP Cebu Gorordo Ave., Lahug Cebu City</i> or the applicable International Commercial Terms (INCOTERMS) for this Project.
14.1	The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts: <ul style="list-style-type: none"> a. The amount of not less than Thirty Nine Thousand Nine Hundred Ninety Nine Pesos and twenty centavos (₱39,999.20), if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or b. The amount of not less than Ninety Nine Thousand Nine Hundred Ninety Eight Pesos (₱99,998.00) if bid security is in Surety Bond.
19.3	<i>The contract shall be awarded as one lot..</i>
20.2	<i>Company profile and certification that completed works have been determined to be compliant by the BFP.</i>
21.2	<i>No additional requirements</i>

Section IV. General Conditions of Contract

1. Scope of Contract

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

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

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

2. Advance Payment and Terms of Payment

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

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

3. Performance Security

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

4. Inspection and Tests

The Procuring Entity or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Project 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

GCC Clause	
1	<p>Delivery and Documents –</p> <p>For purposes of the Contract, “EXW,” “FOB,” “FCA,” “CIF,” “CIP,” “DDP” and other trade terms used to describe the obligations of the parties shall have the meanings assigned to them by the current edition of INCOTERMS published by the International Chamber of Commerce, Paris. The Delivery terms of this Contract shall be as follows:</p> <p>“The delivery terms applicable to the Contract are DDP delivered to UP Cebu, Gorordo Ave., Lahug Cebu City in accordance with INCOTERMS.”</p> <p>“The delivery terms applicable to this Contract are delivered (<i>DDP</i>) UP Cebu, Gorordo Ave., Lahug Cebu City. 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 Mr. Joseph Patrick Guieb - Head, Safety and Security Unit Ms. Grace Mendez – Head, SPMO</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>
	Contract Description

	<p>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>
2.2	The terms of payment shall be as follows: billing and payment may be made after delivery and acceptance on a per item basis
4	The inspections and tests that will be conducted are: <i>product demo and test run whenever possible.</i>

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		Qty	Total	Delivered, Weeks/ Months
1	Addressable FDAS with supplies, materials and complete installation	40	₱1,999,960.00	60 days from receipt of NTP

Section VII Technical Specifications

Item	Specification	Statement of Compliance
A	Addressable FDAS with supplies, materials, and complete installation	
	Refer to attached details of specifications and scope of works.	
	Installation must be supervised by either a licensed EE, ECE or ME with experience/specialization in FDAS installation.	
	BFP inspection certificate stating that installed FDAS has satisfactorily passed and is compliant with BFP standards. Contractor will shoulder permit and filing fees and other charges.	
	<p>Other Requirements:</p> <ol style="list-style-type: none"> 1. Supplier's after sales service warranty of one year for parts and service for the devices, to include unit replacement of unit if delivered device is found defective within seven days of delivery. 2. List of authorized service centers or service technicians with contact details. 3. Complete brochure of the delivered equipment 4. Manual of Operations in english must be furnished to the PE upon delivery. Equipment operation training for end user. 	



UNIVERSITY OF THE PHILIPPINES CEBU

Safety and Security Unit

Scope of Work

Project: Addressable FDAS for AS Extension

Owner: UP Cebu

Location: AS Extension

Subject: TECHNICAL SPECIFICATIONS FOR FIRE DETECTION ALARM SYSTEM

GENERAL CONDITIONS

The delivery and installation of an Addressable Fire Detection Alarm System (FDAS) for AS Extension is part of making sure that all buildings of UP Cebu follow building code standards and requirements set by the Bureau of Fire Protection.

I. GENERAL DESCRIPTION

The work to be done consists of delivery, installation, and maintenance, with complete details as required by the end user.

The requirements in regard to materials and workmanship specify the required standard for the furnishing of all labor, materials, and appliances necessary for the complete installation of the work specified herein and indicated on the drawings.

II. FIRE DETECTION and ALARM SYSTEM:

Furnish and install a complete addressable-type fire detection and alarm system as shown on the plans and as covered by these specifications. All equipment shall be brand new and conform to the recognized internationally accepted standard for UP Cebu.

III. FDAS Components:

A. Local Combination Box.

-The local combination box shall consist of a red-colored indication lamp, manual pull station, and fire alarm bell. This box shall be flush-mounted, and the exact location is indicated on the drawing attached.

B. Manual Station.

-The manual pull station shall be inside the local combination box indication lamp to indicate the receipt of the signal from the manual station. Material shall be constructed from thick steel with a bright red color finish. The alarm signal is transmitted to the control panel by pushing the push button inside the box.



UNIVERSITY OF THE PHILIPPINES CEBU

Safety and Security Unit

C. Bell.

-This is a motor-driven low-current consumption operating at 24V DC. Bells shall be operated on the fire outbreak floor and the floor just above and below it and in another case can be sounded simultaneously.

D. Indication Lamp.

-The indicator lamp identifies the fire alarm station. The power supply to the bulb is 24 V, 5W coming from the fire alarm control panel.

E. Smoke Detectors.

-This shall be the photoelectric type to be effective in detecting the outbreak of fire at the earliest stage. Detectors must be provided with insect filters to prevent entry of insects and dust. The detector must consist of a chamber, a reliable sensor, and a solid-state circuit of the fire alarm detection loop and shall cause a trouble signal at the panel.

IV. Fire alarm system components from the fire alarm control panel to manual pull stations, fire alarm bells, and smoke detectors shall be of the same brand. No substitution from other brands shall be allowed.

V. FDAS wiring schedule shall be as per the contractors' recommendation to suit the design intent and must be approved by the Office of the Campus Architect. The conduit system shall be in electrical metallic tubing.

VI. All work materials shall be brand new, free from defects, installed, and constructed in a standard manner in accordance with prevailing standard practice.

VII. The Contractor shall be responsible for all supervision, commissioning, tests, and adjustment for the system. Such work shall be performed by or under the direct supervision of any of the following professionals ECE, EE, or ME.

VIII. The contractor shall attach a Fire Safety Inspection Certificate from their previous installation work as proof of their workmanship.

IX. The contractor shall attach a product brochure that they will be installing.

X. The contractor, as part of their deliverables will process and pay for the Fire Safety Inspection Certificate after the installation and testing of the FDAS.



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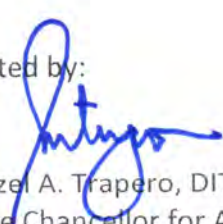
Safety and Security Unit

- XI. The contractor shall guarantee an equipment warranty for a period of 1 year, 7 days for replacement of any default pieces of equipment and parts after the installation and testing, a 1-year warranty for faulty supplies and materials, and a 1-year warranty for workmanship be free from inherent defects in materials and workmanship. Any defective part or equipment shall be repaired or replaced free of charge.
- XII. **CLEANING UP:** The Contractor shall at all times keep the construction area, including storage areas used by him, free from accumulations of waste materials or rubbish and prior to completion of work remove any rubbish from and about the premises and all tools, scaffolding, equipment, and materials.
- XIII. Upon completion of the construction, the Contractor shall leave the work and premises in a condition satisfactory to the standard set by the Campus Architect Office and Campus Maintenance Office.
- XIV. **PROJECT CLOSEOUT:** Upon completion of the project, the following procedures shall be followed:
- Walk-thru inspection by the End User, OCA, SPMO, CMO, and Contractor. Any discrepancy noted shall be fixed before the project is closed.
 - Compile a complete equipment maintenance manual for all equipment.
 - Submit a copy of "As-Built" drawings to the End User.

Prepared by:


SPCapt. Joseph Patrick Guieb, CSO, CSP
Head, Safety and Security Unit
UP Cebu

Noted by:


Hazel A. Trapero, DIT
Vice Chancellor for Administration
UP Cebu

PART 1 – GENERAL

1.1. GENERAL REQUIREMENTS

The work includes furnishing of labor, materials, tools and equipment necessary for and incidental to the installation of a complete for operation and usable standard system conforming to the applicable requirements of NFPA except as modified herein. Materials and equipment to be furnished under this Contract shall be essentially the current design products of one manufacturer regularly engaged in the production of such equipment.

- A. The system shall be a programmable addressable closed circuit, electronically-supervised, non-coded, Fire Detection and Alarm System capable of control and monitoring 1500 minimum addressable points.
- B. The system shall include but not limited to Fire Alarm Control Panel (FACP) with trouble buzzer and lights, manual stations, alarm speaker with strobe light, automatic detectors, interface addressable modules, stand-by batteries, telephone and emergency voice evacuation system.
- C. The system shall be wired as Class A System throughout. Wiring between Automatic Detectors, Manual Station and FACP shall be zone addressable via a Class A loop wiring with two (2) pairs of wires.
- D. The system shall comply with the applicable provisions of NFPA, local building codes, and meet all the requirements of the local code enforcing authorities. The system shall be listed, labeled or approved by Underwriter's Laboratories, Inc.
- E. Installation of the system shall be governed by the provisions of the latest edition of the Philippine Electrical Code and existing rules and regulations of the locality and other governing agencies.
- F. All materials and equipment to be furnished shall be essentially the standard products of a single manufacturer regularly engaged in the production of such equipment.

1.2. INSTALLER QUALIFICATION

- A. Prior to the installation, the Contractor shall submit data for the approval of the Engineer which will show that he has successfully install fire alarm systems of the same type and design as specified herein, or that he has a firm contractual agreement with a sub-contractor having such required experience. The data shall include the names and the locations of at least two (2) installations where the Contractors of the Sub-Contractor referred to above, has installed such systems. The Contractor shall indicate the type and design of these systems and certify that these systems have performed satisfactorily in the manner intended for a period of not less than 18 months.

B. MANUFACTURER'S REPRESENTATIVE

The services of a qualified manufacturer representatives or technician, experienced in the installations and operation of the type of system being provided shall be furnished to supervise the testing, including the final testing, adjustment of the system and instructions.

1.3. SUBMITTALS

Submittals shall be complete set, partial submittals are not acceptable. Six copies of complete submittals shall be provided.

A. Manufacturer's Data

Each item supplied shall be clearly identified on each sheet.

- Control Panel
- Storage Batteries
- Battery Charger
- Cabinets
- Manual Pull Station
- Heat Detector
- Addressable Interface Module
- Emergency Voice Evacuation System
- Fire Alarm Bell with strobe Light

B. Shop Drawings

- Control Panel interior wiring diagrams
- Point to Point wiring diagrams showing the points of connection and terminals used for all electrical field connection in the system.
- Installation drawings showing locations and layout of all fire alarm equipment, electrical power supply panels, wiring counts and conduit runs from the control panel to all associated equipment.

C. Operation and Maintenance Manuals: All System Components

Operating instructions shall include thorough training procedures and recommended testing frequency for each item. Maintenance instructions shall include complete trouble-shooting manuals.

D. As-Built Drawings

As-built drawings shall show installed conduits and exact locations of all installed equipment.

E. Spare Parts

- 5% of each type of detector provided
- Five (5) complete set of system keys

1.4. SYSTEM FUNCTION REQUIREMENTS

- A. Upon actuation of any manual station detectors, automatic detectors or flow switches, an audible alarm shall sound at the FACP continuously, a tone generated alarm with pre-recorded message shall sound at the floor level in alarm condition as well as one floor above and below.

The LCD display at the FACP shall indicate in alphanumeric the area in alarm.

All operation shall remain in the alarm mode until the manual station, automatic detector is restored to normal and the FACP reset, upon which all systems including auxiliaries return to normal operation.

- B. The system shall be electronically supervised for all signal initiating circuits, alarm signal sounding circuits, battery supply circuits and low stand-by battery voltage. Supervision shall also be provided for loss of normal power supply. Any ground fault and open-circuit connection in any of the above circuits shall cause an audible trouble signal to sound continuously until the system is restored to normal at the central control panel or until the signal is silence by a cut-off switch.

On operating this cut-off switch, a trouble-indicating lamp will light to indicate that the trouble signal is cut-off. Upon connection of the trouble conditions and when the system is restored to normal, the trouble signal shall sound again to indicate cut-off by restoring the switch to its normal position and at the same time, extinguishing the trouble indicating lamp.

Open circuits or ground faults shall not cause false alarm on the system.

A separate alarm and trouble lamp shall be provided for each zone alarm initiating circuit at the control panel.

- C. All signal initiating circuits, signal indicating circuits and trouble signal circuits shall operate on 24 VDC. The main operating power shall be 220 volts AC from the building supply mains transformed through a two-winding isolation type transformer and rectified to 24 volts DC. An auxiliary power supply for operation of the system in the event of failure of the AC shall be provided. The auxiliary power supply consists of rechargeable storage batteries, and battery charger. The batteries shall re-charge automatically upon restoration of the AC power supply. Transfer from normal to emergency to normal power. Transfer from automatic shall not cause transmission of a false alarm.

PART 2 – PRODUCTS

2.1. FIRE ALARM CONTROL PANEL (FACP)

- A. The FACP shall contain a mimic board face cover with an LCD text display which will indicate the location of the alarm by means of illuminated alphanumeric text signaling module and power supply.
- B. The FACP shall be solid state design with full capability for sensing automatic detectors, and manual stations and have the provision for integrating with a security system.
- C. The FACP shall be completely programmable equipped with a panel-mounted alphanumeric LCD text display for fire, fault and reset events showing the date and time with zone and loop numbers.
- D. The FACP shall have a key operated lock and the case itself shall be protected to detect any unauthorized attempt at operating it at anytime whether or not the system is in the secure or access mode of operation.
- E. The FACP shall be capable to operate remote annunciations, computers and printers.
- F. The control panel will be powered from a 220 volt, 60 cycle source and will contain all necessary equipment to constantly charge the battery to ensure its full capacity at all times. In the event of

power failure from the 220 volts, 60 cycle source, the battery will automatically provide power for the system and the unit shall contain all necessary to accomplish automatic changeover and shall be accomplished automatically and without causing the unit to transmit an alarm. When the emergency power source is no longer able to supply the necessary energy, the unit will sense this condition and automatically transmit an alarm to the alarm receiver. If the primary power source is restored before the battery has been de-energized, the unit will automatically recharge the battery to its full capacity at the proper rate upon resumption of the primary power source.

2.2. DETECTORS

A. Heat Detectors – Rate of Rise

Detectors shall operate to cause an alarm when subjected to temperature greater than 135°F or when the temperature rises at a rate of 15°F per minute. Detector shall be provided with red LED lamp to indicate detector is activated. Detector shall be ceiling type design for semi-flush mounting as indicated in the plans. Detectors shall be supported independently of wiring connection.

B. Smoke Detectors

Automatic smoke detectors shall be designed for detection of abnormal smoke densities by the photoelectric principle and shall have a time delay (to prevent false alarm), rate compensation circuit to increase detection sensitivity upon rapid build-up of smoke. The detector shall operate on a multiple cell concept using a light emitting diode light source. Failure of the LED shall not cause an alarm condition but shall operate the detector-indicating lamp. Detectors shall contain a red LED which glows when it is activated.

2.3. STANDBY POWER

- A. Standby system auxiliary power supply capable of operating the FACP smoke detectors and fire alarm indicating units shall be provided. Upon failure of primary Emergency power, the system will automatically switch to auxiliary power supply without causing a false alarm. Systems that require any manual intervention to restart on switch-over to batteries or return to primary power shall not be acceptable.

PART 3 – EXECUTION

3.1. TEST DURING INSTALLATION

The following tests shall be conducted by the Contractor during the installation of wiring and system components. Any deficiency pertaining to these requirements shall be corrected by the Contractor prior to final functional and operational tests of the system.

A. Ground Resistance

The resistance of each connection to ground shall be measured and shall not exceed 10 ohms.

B. Dielectric Strength and Insulation Resistance

The dielectric strength and the insulation resistance of the system interconnecting wiring shall be tested by means of an instrument capable of generating 500 volts direct current and equipped to indicate leakage current in 100 megohms. For the purpose of this test, the instrument shall be

connected between each conductor on the line and between each conductor and ground at the control panel and of the line, with the other extremity open circuited and all series connected devices in place. The system shall withstand the test without breakdown and shall indicate a resistance of not less than 500,000 ohms, the measurement being taken after an electrification of not more than one minute with a direct-current potential of not less than 100 volts or more than 550 volts.

3.2 TEST UPON COMPLETION

Upon completion of the installation, the system shall be subjected to complete functional and operational test in place of each detector. When all required corrections have been accomplished, the system shall be re-tested and the Engineer notified of readiness for final inspection. At this time any and all required test shall be repeated and any defects corrected until the system is found to be acceptable. The Contractor shall furnish all instrument, labor and materials required, for the test, and a qualified technician to conduct the test.

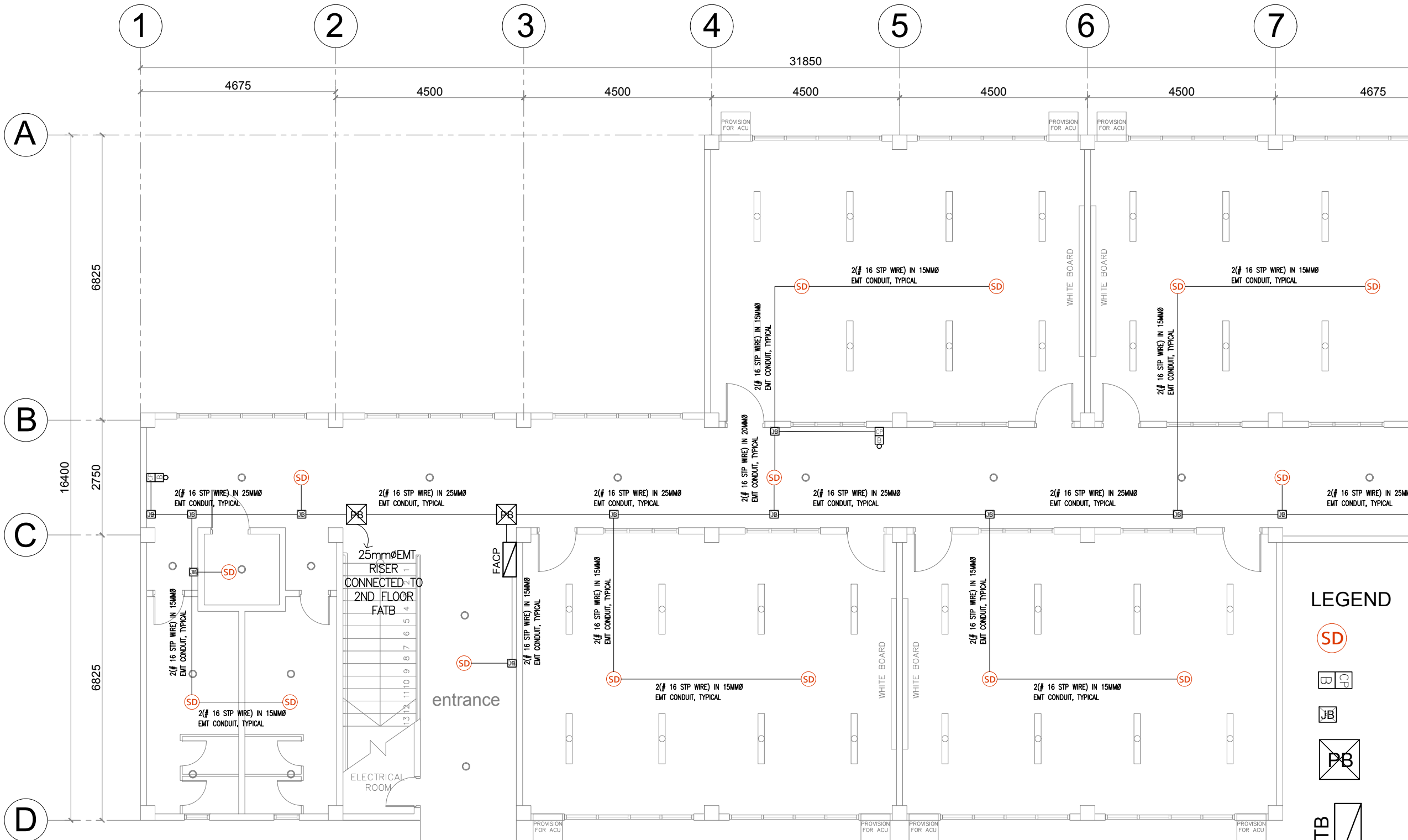
OFFICE OF THE BUILDING OFFICIAL
 REPUBLIC OF THE PHILIPPINES
 DEPARTMENT OF PUBLIC WORKS & HIGHWAYS
 CEBU CITY

9

RECOMMENDING APPROVAL: _____ DATE _____

HEAD, ELECTRONICS SECTION _____ DATE _____

BUILDING OFFICIAL _____ DATE _____



- LEGEND**
- ADDRESSABLE SMOKE DETECTOR
 - METAL JUNCTION BOX
 - METAL PULL BOX
 - FIRE ALARM TERMINAL BLOCK
 - FIRE ALARM CONTROL PANEL
 - _____ EMT CONDUIT PIPE AS SPECIFIED

1
EC2

FIRE DETECTION & ALARM SYSTEM (FDAS)
GROUND FLOOR REFLECTED CEILING PLAN

SCALE 1 : 150 METERS

<p>UNIVERSITY OF THE PHILIPPINES CEBU</p> <p>OCA OFFICE OF THE CAMPUS ARCHITECT</p>	<p>RA 9266</p> <p>Drawings and specifications duly signed, stamped or sealed, as instruments of service, are the intellectual properties and documents of the architect, whether the object for which they are made is executed or not. It shall be unlawful for any person, without the consent of the architect or author of said documents, to duplicate or to make copies of said documents for use in the repetition of and for other projects or buildings, whether executed partly or in whole. (Art. III, Sec. 20, Item 4).</p>	<p>DESIGNED BY</p> <p>PROFESSIONAL ELECTRONICS & COMMUNICATION ENGINEER</p>	<p>PROJECT TITLE:</p> <p>UNIVERSITY OF THE PHILIPPINES CEBU SUPPLY AND INSTALLATION OF FDAS SYSTEM IN A.S. EXTENSION BUILDING UP CEBU, LAHUG CAMPUS</p>	<p>OWNER'S APPROVAL:</p> <p><u>Atty. Leo B. Malagar</u> UP CEBU CHANCELLOR</p>	<p>SHEET CONTENTS:</p> <p>AS SHOWN</p>	<p>DESIGN BY:</p> <p>CAD BY: R. A. G.</p> <p>CHECKED BY:</p>	<p>SHEET NO.</p> <p>02 OF 04 SHEETS</p>
		<p>PRC No. _____ VALIDITY: _____</p> <p>PTR No. _____ DATE: _____</p> <p>PLACE: _____ TIN: _____</p>	<p>EC</p>				








RECOMMENDING APPROVAL:

HEAD, ELECTRONICS SECTION DATE

BUILDING OFFICIAL DATE



LEGEND

-  ADDRESSABLE SMOKE DETECTOR
-  FIRE BELL & ADDRESSABLE CALL POINT
-  METAL JUNCTION BOX
-  METAL PULL BOX
-  FIRE ALARM TERMINAL BLOCK
-  FIRE ALARM CONTROL PANEL
-  EMT CONDUIT PIPE AS SPECIFIED

1
 EC3
 FIRE DETECTION & ALARM SYSTEM (FDAS)
 2ND FLOOR REFLECTED CEILING PLAN
 SCALE 1 : 150 METERS



UNIVERSITY OF THE PHILIPPINES CEBU
 OCA
 OFFICE OF THE CAMPUS ARCHITECT

RA 9266
 Drawings and specifications duly signed, stamped or sealed, as instruments of service, are the intellectual properties and documents of the architect, whether the object for which they are made is executed or not. It shall be unlawful for any person, without the consent of the architect or author of said documents, to duplicate or to make copies of said documents for use in the repetition of and for other projects or buildings, whether executed partly or in whole. (Art. III, Sec. 20, Item 4).

DESIGNED BY	PROFESSIONAL ELECTRONICS & COMMUNICATION ENGINEER
PRC No.	VALIDITY:
PTR No.	DATE:
PLACE:	TIN:

PROJECT TITLE:
 UNIVERSITY OF THE PHILIPPINES CEBU
 SUPPLY AND INSTALLATION OF FDAS SYSTEM IN
 A.S. EXTENSION BUILDING
 UP CEBU, LAHUG CAMPUS

OWNER'S APPROVAL:
 Atty. Leo B. Malagar
 UP CEBU CHANCELLOR

SHEET CONTENTS: AS SHOWN	DESIGN BY: CAD BY: R. A. G. CHECKED BY:	SHEET NO. 03 OF 04 SHEETS
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OFFICE OF THE BUILDING OFFICIAL
 REPUBLIC OF THE PHILIPPINES
 DEPARTMENT OF PUBLIC WORKS & HIGHWAYS
 CEBU CITY

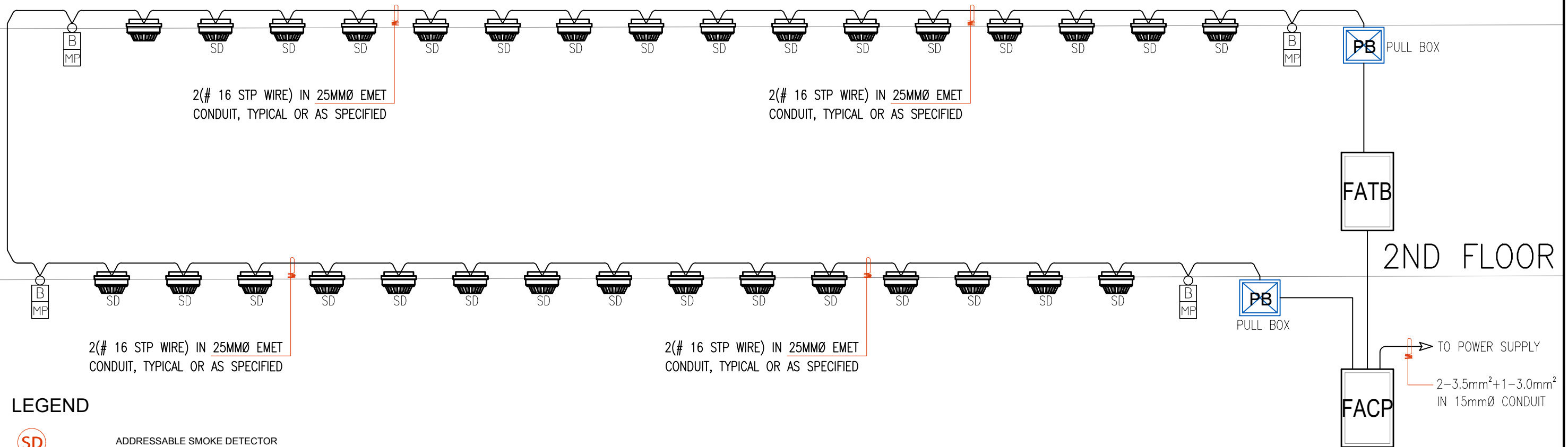
RECOMMENDING APPROVAL:

 HEAD, ELECTRONICS SECTION DATE

 BUILDING OFFICIAL DATE

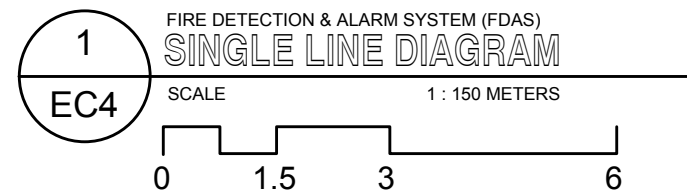
IMPORTANT NOTE:

ALL PIPES THAT CAN BE CONCEALED ABOVE CEILING SHOULD BE CONCEALED, OTHER WISE IT WILL BE EXPOSED. CONSULT UP-CEBU OCA IF IN DOUBT.



LEGEND

- ADDRESSABLE SMOKE DETECTOR
- FIRE BELL & ADDRESSABLE CALL POINT
- METAL JUNCTION BOX
- METAL PULL BOX
- FIRE ALARM TERMINAL BLOCK
- FIRE ALARM CONTROL PANEL



	UNIVERSITY OF THE PHILIPPINES CEBU	RA 9266 <small>Drawings and specifications duly signed, stamped or sealed, as instruments of service, are the intellectual properties and documents of the architect, whether the object for which they are made is executed or not. It shall be unlawful for any person, without the consent of the architect or author of said documents, to duplicate or to make copies of said documents for use in the repetition of and for other projects or buildings, whether executed partly or in whole. (Art. III, Sec. 20, Item 4).</small>	DESIGNED BY PROFESSIONAL ELECTRONICS & COMMUNICATION ENGINEER	PROJECT TITLE: UNIVERSITY OF THE PHILIPPINES CEBU SUPPLY AND INSTALLATION OF FDAS SYSTEM IN A.S. EXTENSION BUILDING UP CEBU, LAHUG CAMPUS	OWNER'S APPROVAL: Atty. Leo B. Malagar UP CEBU CHANCELLOR	SHEET CONTENTS: AS SHOWN	DESIGN BY: CAD BY: R. A. G. CHECKED BY:	SHEET NO. EC 04 OF 04 SHEETS
	 OCA OFFICE OF THE CAMPUS ARCHITECT							

Section VIII. 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.

II. FINANCIAL COMPONENT ENVELOPE

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

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

- (k) *[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.
- (l) Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.

Omnibus Sworn Statement (Revised)

[shall be submitted with the Bid]

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

AFFIDAVIT

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

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

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

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

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

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

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

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

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

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

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

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

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

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

7. [Name of Bidder] complies with existing labor laws and standards; and

8. [Name of Bidder] is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:

- a. Carefully examining all of the Bidding Documents;
- b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
- c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
- d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the [Name of the Project].

9. [Name of Bidder] did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.

10. In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.

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

*[Insert NAME OF BIDDER OR ITS AUTHORIZED
REPRESENTATIVE]
[Insert signatory's legal capacity]
Affiant*

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

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

BID FORM

Date : _____
Project Identification No. : _____

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

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

If our Bid is accepted, we undertake:

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

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

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

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

_____	_____	_____
_____	_____	_____

(if none, state "None")

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

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

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

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

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

Name: _____

Legal capacity: _____

Signature: _____

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

Date: _____

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

For Goods Offered from Within the Philippines

Name of Bidder _____ Project ID No. _____ Page ___ of ___

1	2	3	4	5	6	7	8	9	10
Item	Description	Country of origin	Quantity	Unit price EXW per item	Transportation and all other costs incidental to delivery, per item	Sales and other taxes payable if Contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (col 5+6+7+8)	Total Price delivered Final Destination (col 9) x (col 4)

Name: _____

Legal Capacity: _____

Signature: _____

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

Price Schedule for Goods Offered from Abroad

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

For Goods Offered from Abroad

Name of Bidder _____ Project ID No. _____ Page ___ of ___

1	2	3	4	5	6	7	8	9
Item	Description	Country of origin	Quantity	Unit price CIF port of entry (specify port) or CIP named place (specify border point or place of destination)	Total CIF or CIP price per item (col. 4 x 5)	Unit Price Delivered Duty Unpaid (DDU)	Unit price Delivered Duty Paid (DDP)	Total Price delivered DDP (col 4 x 8)

Name: _____

Legal Capacity: _____

Signature: _____

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

