



Republic of the Philippines
Department of Education
REGION VII – Central Visayas
SCHOOLS DIVISION OF NEGROS ORIENTAL

PHILIPPINE BIDDING DOCUMENTS

Early Procurement on Various Training for 1st and 2nd Quarter CY 2022 (GAD and HRTD)

Government of the Republic of the Philippines

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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.



Republic of the Philippines
Department of Education
REGION VII – Central Visayas
SCHOOLS DIVISION OF NEGROS ORIENTAL

INVITATION TO BID FOR
Early Procurement on Various Trainings for 1st and 2nd
Quarter CY 2022 (GAD and HRTD)

1. The **Department of Education – Schools Division of Negros Oriental**, through the **National Expenditure Program FY 2022** intends to apply the sum of **Php 9,752,300.00 (Nine Million Seven Hundred Fifty-Two Thousand Three Hundred Pesos Only)** being the ABC to payments under the contract for the **Early Procurement on Various Training for 1st and 2nd Quarter CY 2022 (GAD and HRTD)** details as shown below;

Lot #	Project Description	Approved Budget for Contract (ABC)
1	GAD Live in Training/Seminar	Php 1,416,600.00
2	GAD Live out Training/Seminar	Php 2,195,600.00
3	GAD Catering Services	Php 269,000.00
4	HRTD Live in Training/Seminar	Php 3,074,500.00
5	HRTD Live out Training/Seminar	Php 2,796,600.00
TOTAL ABC		Php 9,752,300.00

Bids received in excess of the ABC shall be automatically rejected at bid opening.

2. The **Department of Education - Schools Division of Negros Oriental** now invites bids for the above Procurement Project. Delivery of the Goods is required within 180 calendar days upon receipt of the Notice of Award.

Bidders should have completed, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).

3. Bidding will be conducted through open competitive bidding procedures using a non-discretionary “*pass/fail*” criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

- a. Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA No. 5183.
4. Prospective Bidders may obtain further information from **Department of Education - Schools Division of Negros Oriental** and inspect the Bidding Documents at the address given below during **8:00 AM to 5:00 PM (Monday to Friday)**.
5. A complete set of Bidding Documents may be acquired by interested Bidders on **December 21, 2021 and until the opening of bids** from the given address below and upon payment of the applicable fees for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of;

Lot #	Project Description	Bid Document Applicable Fee
1	GAD Live in Training/Seminar Php 1,416,600.00	5,000.00
2	GAD Live out Training/Seminar Php 2,195,600.00	5,000.00
3	GAD Catering Services Php 269,000.00	500.00
4	HRTD Live in Training/Seminar Php 3,074,500.00	5,000.00
5	HRTD Live out Training/Seminar Php 2,796,600.00	5,000.00

Interested bidders may pay the applicable fees in person or deposit their payment for the Bidding Documents to our Development Bank of the Philippines (DBP) account, details as follows:

Account Name: DepEd, Division of Negros Oriental
Account Number: 0-00160-740-1

The bidder must present its proof of payment for the fees in person or email its proof of payment to this email address: **negros.oriental@deped.gov.ph**. After verification from the bank, the bidding documents will be sent through email provided that the bidder shall print the bid documents and submit them to the procuring entity as a requirement among others before the awarding of contract.

6. The **Department of Education - Schools Division of Negros Oriental** will hold a Pre-Bid Conference on **December 21, 2021, 09:30 AM** at Library Hub, Schools Division of Negros Oriental, Kagawasan Avenue, Capitol Area, Daro, Dumaguete City and/or through video conferencing or webcasting *via* ZOOM link <https://bit.ly/3oZa0fR>, 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 **9:30 A.M January 3, 2022**. 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 as follows;

Lot No.	Project Description	Date/Time	Venue
1	GAD Live in Training/Seminar	January 3, 2022 9:30 AM	Conference Room, DepEd – Schools Division of Negros Oriental, Kagawasan Avenue, Capitol Area, Daro, Dgte. City
2	GAD Live out Training/Seminar	January 3, 2022 10:15 AM	
3	GAD Catering Services	January 3, 2022 11:00 AM	
4	HRTD Live in Training/Seminar	January 3, 2022 1:30 PM	
5	HRTD Live out Training/Seminar	January 3, 2022 2:15 PM	

And /or through videoconferencing / webcasting app Zoom Link: <https://bit.ly/3F1fhsK>

10. The **Department of Education - Schools Division of Negros Oriental** 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:

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 BAC Chairperson, OIC - ASDS
 Schools Division of Negros Oriental
 Kagawasan Avenue, Capitol Area, Daro
 Dumaguete City, Negros Oriental 6200
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 OIC - Asst. Schools Division of Negros Oriental
 Chairperson, Bids & Awards Committee

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, **Department of Education - Schools Division of Negros Oriental** wishes to receive Bids for the **Early Procurement on Various Training for 1st and 2nd Quarter CY 2022 (GAD and HRTD)**

The Procurement Project (referred to herein as “Project”) is for the provision of hotel, meals and accommodation for 1st and 2nd Quarter CY 2022, 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 Calendar Year 2022 in the amount of **Php 9,752,300.00 (Nine Million Seven Hundred Fifty-Two Thousand Three Hundred 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:
 - a. For the procurement of expendable Supplies and Services: The Bidder must have completed a single contract that is similar to this Project, equivalent to at least twenty-five percent (25%) of the ABC.
 - b. For procurement where the Procuring Entity has determined, after the conduct of market research, that imposition of either (a) or (b) will likely result to failure of bidding or monopoly that will defeat the purpose of public bidding: the Bidder should comply with the following requirements:
 - i. Completed at least two (2) similar contracts, the aggregate amount of which should be equivalent of least twenty-five percent (25%) of the ABC for this Project.
- 5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.1 of the 2016 IRR of RA No. 9184.

6. Origin of Goods

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

7. Subcontracts

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

The Procuring Entity has prescribed that subcontracting is allowed:

8. Pre-Bid Conference

The Procuring Entity will hold a pre-bid conference for this Project on 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 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 Declaration 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 Sixty (60) Calendar Days from the opening of bids. 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 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	For this purpose, contracts similar to the Project shall be those described in the <u>BDS</u> , and completed within the relevant period stated in the Invitation to Bid and ITB .		
7.1	No further instructions		
12	The price of the Goods shall be quoted DDP with the place of destination in the Philippines as specified in the <u>BDS</u> 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:		
	Form of Bid Security	Amount of Bid Security (Equal to Percentage of the ABC)	
	a. Cash or cashier's/manager's check issued by a Universal or Commercial Bank.	Two percent (2%)	
	b. Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank.		
	c. Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security; and/or	Five percent (5%)	
	d. Any combination of the foregoing.	Proportionate to share of form with respect to total amount of security	
	e. Bid Securing Declaration	No Percentage required	
19.3	Lot #	Project Description	Approved Budget for Contract (ABC)
	1	GAD Live in Training/Seminar	Php 1,416,600.00
	2	GAD Live out Training/Seminar	Php 2,195,600.00
	3	GAD Catering Services	Php 269,000.00
	4	HRTD Live in Training/Seminar	Php 3,074,500.00
	5	HRTD Live out Training/Seminar	Php 2,796,600.00

20.2	<p>The lowest calculated bid shall present Original Copy of the following for Post Qualification evaluation;</p> <ol style="list-style-type: none"> 1. PhilGEPS Certificate of Registration (Platinum) 2. DTI/SEC Registration Certification 3. Business/Mayor's Permit 4. Tax Clearance 5. Audited Financial Statement <p style="text-align: center;">Latest Income and Business Tax Returns, Filed and Paid through Electronic Filing and Payments System (eFPS)</p>
21.2	No Further Instructions

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 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 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

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>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>For Goods supplied from abroad, state: The delivery terms applicable to the Contract are DDP delivered as indicated on Paragraph 11 of Section I IB. In accordance with INCOTERMS.”</p> <p>The delivery terms applicable to this Contract are as indicated on Paragraph 11 of Section I IB. 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 Ms. Ruby Jean Estrellita M. Bidaure AO-IV Supply Officer.</p> <p>Incidental Services –</p> <p>The Supplier is required to provide all of the following services, including additional services, if any, specified in Section VI. Schedule of Requirements:</p> <ol style="list-style-type: none"> a. performance or supervision of on-site assembly and/or start-up of the supplied Goods; b. furnishing of tools required for assembly and/or maintenance of the supplied Goods; c. furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied Goods; d. performance or supervision or maintenance and/or repair of the supplied Goods, for a period of time agreed by the parties, provided that this service shall not relieve the Supplier of any warranty obligations under this Contract; and e. training of the Procuring Entity’s personnel, at the Supplier’s plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied Goods.

	<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> <ol style="list-style-type: none"> 1. such spare parts as the Procuring Entity may elect to purchase from the Supplier, provided that this election shall not relieve the Supplier of any warranty obligations under this Contract; and 2. in the event of termination of production of the spare parts: <ol 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; and ii. 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 costs 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 _____.</p> <p>Spare parts or components shall be supplied as promptly as possible, but in any case, within _____ 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 Contract Description Final Destination Gross weight Any special lifting instructions Any special handling instructions Any relevant HAZCHEM classifications</p>
	<p>A packaging list identifying the contents and quantities of the package is to be placed on an accessible point of the outer packaging if practical. If not practical the packaging list is to be placed inside the outer packaging but outside the secondary packaging.</p> <p>Transportation –</p> <p>Where the Supplier is required under Contract to deliver the Goods CIF, CIP, or DDP, transport of the Goods to the port of destination or such other named place of destination in the Philippines, as shall be specified in this Contract, shall be arranged and paid for by the Supplier, and the cost thereof shall be included in the Contract Price.</p> <p>Where the Supplier is required under this Contract to transport the Goods to a specified place of destination within the Philippines, defined as the Project Site, transport to such place of destination in the Philippines, including insurance and storage, as shall be specified in this Contract, shall be arranged by the Supplier, and related costs shall be included in the contract price.</p>
	<p>Where the Supplier is required under Contract to deliver the Goods CIF, CIP or DDP, Goods are to be transported on carriers of Philippine registry. In the event that no carrier of Philippine registry is available, Goods may be shipped by a carrier which is not of Philippine registry provided that the Supplier obtains and presents to the Procuring Entity certification to this effect from the nearest Philippine consulate to the port of dispatch. In the event that carriers of Philippine registry are available but their schedule delays the Supplier in its performance of this Contract the period from when the Goods were first ready for shipment and the actual date of shipment the period of delay will be considered force majeure.</p>
	<p>The Procuring Entity accepts no liability for the damage of Goods during transit other than those prescribed by INCOTERMS for DDP deliveries. In the case of Goods supplied from within the Philippines or supplied by domestic</p>

	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>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	The terms of payment shall be full payment upon completion of the project and all documentary requirements have been complied with.
4	The inspections and tests that will be conducted will be on-site inspection.

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.

Lot #	Description	Approved Budget for Contract (ABC)	Delivered Weeks/Month
1	GAD Live in Training/Seminar	Php 1,416,600.00	Within 60 Calendar Days from the receipt of Notice to Proceed
2	GAD Live out Training/Seminar	Php 2,195,600.00	
3	GAD Catering Services	Php 269,000.00	
4	HRTD Live in Training/Seminar	Php 3,074,500.00	
5	HRTD Live out Training/Seminar	Php 2,796,600.00	

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

GAD (Gender and Development)

LOT 1 - GAD Live in Training/Seminar

Php 1,416,600.00

Hotel: Live-in with Full Board Food, Use of function Rooms (Plenary and Break Out Rooms)					
Activity/Seminar/Training	Item/Description	Quantity	Unit Cost	Days	Total Cost
1. 8- Day Workshop on Designing Kindergarten/SPED Worktext Aligned to MELCs in the New Normal (K.Sedillo)					
(April 18-22, 25,27, 2022)-Live in	Full Board & accommodation	13	1,800.00	7	163,800.00
					-
2. 3- Day Orientation on the Utilization of the MTB-MLE Worktext in Grades 1,2 and 3 (K.Sedillo)					-
(May 25-27, 2022)-Live in	Full Board & accommodation	37	1,800.00	3	199,800.00
					-
					-
3. Conduct of Series of Systems Maintenance Coding Workshop of the GAD Online Reporting System (GADORS) (R.Gao-gao)					-
(March 2-4, 2022)-Live in	Full Board & accommodation	5	1,800.00	3	27,000.00
(March 2-4, 2022)-Live out	Breakfast, AM & PM snacks, Lunch, Dinner	5	1,200.00	3	18,000.00
(April 6-8, 2022)-Live in	Full Board & accommodation	5	1,800.00	3	27,000.00
(April 6-8, 2022)-Live Out	Breakfast, AM & PM snacks, Lunch, Dinner	5	1,200.00	3	18,000.00
(May 4-6, 2022)-Live in	Full Board & accommodation	5	1,800.00	3	27,000.00
(May 4-6, 2022)-Live out	Breakfast, AM & PM snacks, Lunch, Dinner	5	1,200.00	3	18,000.00
					-
4. CAPACITY BUILDING OF HOMEROOM GUIDANCE AND CAREER GUIDANCE IMPLEMENTERS ON GENDER-RESPONSIVE HG AND CGP POLICIES (I. Macahig)					-
(June 28-July 1, 2022)-Live in	Full Board & accommodation	20	1,800.00	4	144,000.00
5. REORIENTATION & UPDATING ON THE IMPLEMENTATION OF POSITIVE DISCIPLINE IN THE NEW NORMAL (I.Macahig)					-
(June 7-10, 2022)-Live in	Full Board & accommodation	20	1,800.00	4	144,000.00

					-
					-
6.Training - Workshop of Selected Illustrators to Sketch/Draw/Illustrate using traditional or digital depicting Gender-Sensitive Images for Division-Wide use (E. Cabrera)					-
(May 17-20, 2022)-Live in	Full Board & accommodation	35	1,800.00	4	252,000.00
7. Trainers' Training on MELCs-Based Test Construction. (A.Jungco)					-
(Mar. 29-30, 2022)-Live in	Full Board & accommodation	55	1,800.00	2	198,000.00
					-
8. Development of Reading Enhancement and Advancement Schoolbook for Grades 4 to 6(A. Amores)					-
(Mar. 8-11, 2022)-Live in	Full Board & accommodation	25	1,800.00	4	180,000.00

INCLUSION: FUNCTION HALL FOR 10 HOURS
<i>SPECIFICATIONS:</i>
<i>*Schedule of training might be moved/reschedule due to an avoidable circumstances provided the service provider/supplier will be informed 1 week before the training.</i>
<i>*Number of Participants may vary in any activity provided that the total number of participants of the particular lot will not be changed.</i>
<i>* FREE use of plenary function room that can accommodate the total number of pax for 12 hrs and break out sessions</i>
<i>*Air-conditioned capability-function room</i>
<i>* free use of white board, marker and projector</i>
<i>* complete sound system with at least 2 wireless mic, audio out capable and w/ standby operator assistance (per room)</i>
<i>*Venue must have strong internet connection</i>
<i>* provision of free tarpaulin for backdrop and free signage at the lobby and in the function room</i>
<i>* Overflowing coffee, tea, milo and water during the entire duration of the activity</i>
<i>*Observe social distancing and other IATF Guidelines</i>
nothing follows

**LOT 2- GAD Live out Training/Seminar
Php 2,195,600.00**

Hotel: Live-out Food, Use of function Rooms and Plenary Hall					
Activity/Seminar/Training	Item/Description	Quantity	Unit Cost	Days	Total Cost
1. Final Editing and Quality Assurance of the Digitized Lessons in Araling Panlipunan and Humanities and Social Sciences (C.Alcala)	<i>Live out /with PMT Live in</i>				
(February 7,8,9,2022)-Live in	Full Board & Accommodation	9	1,800.00	3	48,600.00
(February 7,8,9,2022)-Live out	Breakfast, AM & PM snacks, Lunch	24	800.00	3	57,600.00
(February 10-11,2022)-Live out	Breakfast, AM & PM snacks, Lunch	12	800.00	2	19,200.00
2. Enhancement Workshop on Gender-Responsive Recruitment, Selection, and Hiring Process of Kindergarten, SPED, Elementary, Junior and SHS Teacher Applicants in the new normal for SY 2022-2023 (ASDS-Ragay)	<i>Live out</i>				
(April 5, 2022)-Live out	AM & PM snacks, Lunch	47	600.00	1	28,200.00
(April 6-8, 2022)-Live out	AM & PM snacks, Lunch	45	600.00	3	81,000.00
(April 19-21, 2022)-Live out	AM & PM snacks, Lunch	45	600.00	3	81,000.00
(April 26-28, 2022)-Live out	AM & PM snacks, Lunch	45	600.00	3	81,000.00
3. Training-workshop on Gender and Development (GAD) Concepts and Administrative Concerns for Non Teaching Personnel (J.Diaz)	<i>Live out</i>				
(May 4-6, 2022)	AM & PM snacks, Lunch	82	600.00	3	147,600.00
4. Gender and Development program training of trainers for the capacity building (J.Diaz)	<i>Live out</i>				
(June 22-24, 2022)	AM & PM snacks, Lunch	82	600.00	3	147,600.00
5. Skills Enhancement Training for EPP/TLE/TVL - Industrial Arts (I.A) and Agri-Fishery Arts (AFA) Teachers Accentuating Gender Sensitivity Batch 1 (I.A) (A. Baguio)	<i>Live out</i>				
(March 3, 2022)	Breakfast, AM & PM snacks, Lunch	10	800.00	1	8,000.00
(March 8-10, 2022)	Breakfast, AM & PM snacks, Lunch	38	800.00	3	91,200.00

6. Skills Enhancement Training for EPP/TLE/TVL - Industrial Arts (I.A) and Agri-Fishery Arts (AFA) Teachers Accentuating Gender Sensitivity Batch 2 (AFA) (A.Baguio)			<i>Live out</i>				
(March 17, 2022)			Breakfast, AM & PM snacks, Lunch	9	800.00	1	7,200.00
(March 22-24, 2022)			Breakfast, AM & PM snacks, Lunch	37	800.00	3	88,800.00
7. SHS Curriculum Implementation Program: Gender Responsive Conference for PSDSs (R.Juanillo)			<i>Live out</i>				
(April 21, 2022)			Breakfast, AM & PM snacks, Lunch	39	800.00	1	31,200.00
8. SHS Administrators Gender Responsive Year End Conference (R.Juanillo)			<i>Live out</i>				
(June 17, 2022)			AM & PM snacks, Lunch	114	600.00	1	68,400.00
9. Two-Day Live-out Capability Building of EsP Teachers on Gender & Development (GAD) and on the Different Approaches to Education During the COVID-19 Pandemic (D. Mera)			<i>Live out</i>				
(April 28-29, 2022)			Breakfast, AM & PM snacks, Lunch, Dinner	83	1,200.00	2	199,200.00
10. Two-Day Live-Out Training Workshop on the Crafting of Gender & Development (GAD) Sensitive Intervention Materials in Support to the Least Learned Competencies in Learning Strand (D. Mera)			<i>Live out</i>				
(March 3-4, 2022)			AM & PM snacks, Lunch	41	600.00	2	49,200.00
11. Development and Production of GAD Compliant Quarterly Assessment Tool in Mathematics (E. Baguio)			<i>Live out</i>				
(March 1, 8, 2022) Batch 1			Breakfast, AM & PM snacks, Lunch	59	800.00	2	94,400.00
(March 2, 9, 2022) Batch 2			Breakfast, AM & PM snacks, Lunch	62	800.00	2	99,200.00
12. Seminar-Workshop on Updating the Basic Education Statistics for the Beginning of SY 2021-2022 in the LIS and EBEIS (K.Credo)			<i>Live out with Live in PMT</i>				
(Feb. 16, 2022)-Live out			AM & PM snacks, Lunch	42	600.00	1	25,200.00
(Feb. 17, 2022)-Live out			AM & PM snacks, Lunch	27	600.00	1	16,200.00

(February 16-17,2022)-Live in	Full Board & accommodation	10	1,800.00	2	36,000.00
(Feb. 18, 2022)-Live out	AM & PM snacks, Lunch	39	600.00	1	23,400.00
13. School Heads Development Program (SHDP) Batch 2 Graduation (K.Credo)	<i>Live out</i>				
(April 1, 2022)	AM & PM snacks, Lunch	40	600.00	1	24,000.00
14. 2- Day Capability Building on Culture and Gender Sensitive in the Implementation of ALIVE Program for PSDS and School Heads of La Libertad 2 Ditricks (J.Tanio)	<i>Live out</i>				
(March 10-11, 2022)	AM & PM snacks, Lunch, Dinner	20	1,000.00	2	40,000.00
(March 10, 2022)	AM & PM snacks, Lunch	5	600.00	1	3,000.00
(March 10-13, 2022)	AM & PM snacks, Lunch, Dinner	6	1,000.00	4	24,000.00
15. One -Day Live -Out Capability Building on Gender and Development Responsive Orientation in Promoting Work Balance and Re-Orientation on the Enrolment ,Updating Process of ALS LIS (J.Tanio)					
(April 1, 2022)Live out	AM & PM snacks, Lunch, Dinner	72	600.00	1	43,200.00
					-
16. 1-Day Seminar on ALS Programs, Policies & Gender-Responsive Basic Education Policy(B. Diego)					-
(March 28, 2022) Live out	AM & PM snacks, Lunch	70	600.00	1	42,000.00
					-
17. 1-Day Live out Seminar-Workshop on GAD Sensitive ADM Modules & Orientation for District ADM Coordinators(B.Diego)					-
(April 4, 2022)-Live out	Breakfast, AM & PM snacks, Lunch	80	800.00	1	64,000.00
					-
18. One- Day Live-Out Workshop on Capacitating ALS Implementers GAD Sensitive to Teaching English Language (A. Pepito)					
(April 15, 2022)-Live out	AM & PM snacks, Lunch	70	600.00	1	42,000.00

19. Final Editing of the Digitized Video Recorded Lessons in MAPEH Grades (D. Alar)						
(Feb. 9-11, 2022)-Live out		AM & PM snacks, Lunch	50	600.00	3	90,000.00
(Feb. 9-11, 2022)-Live in		Full Board & accommodation	20	1,800.00	3	108,000.00
20. Two Day Seminar Workshop on Gender Sensitivity and Raising Awareness on Emerging Health Issues Across Genders (D.Alar)						
(March 24-25, 2022)-Live out		AM & PM snacks, Lunch	75	600.00	2	90,000.00
(March 24-25, 2022)-Live in		Full Board & accommodation	15	1,800.00	2	54,000.00
21. Learning and Development for DALCs and ALS MOBILE Teachers on Enhancing Facilitation Skills (F.Austero)						
(April 5, 2022)-Live out		AM & PM snacks, Lunch	70	600.00	1	42,000.00
INCLUSION: FUNCTION HALL FOR 10 HOURS						
<i>SPECIFICATIONS:</i>						
<i>*Schedule of training might be moved/reschedule due to an avoidable circumstances provided the service provider/supplier will be informed 1 week before the training.</i>						
<i>*Number of Participants may vary in any activity provided that the total number of participants of the particular lot will not be changed.</i>						
<i>* FREE use of plenary function room that can accommodate the total number of pax for 12 hrs and break out sessions</i>						
<i>*Air-conditioned capability-function room</i>						
<i>* free use of white board, marker and projector</i>						
<i>* complete sound system with at least 2 wireless mic, audio out capable and w/ standby operator assistance (per room)</i>						
<i>*Venue must have strong internet connection</i>						
<i>* provision of free tarpaulin for backdrop and free signage at the lobby and in the function room</i>						
<i>* Overflowing coffee, tea, milo and water during the entire duration of the activity</i>						
<i>*Observe social distancing and other IATF Guidelines</i>						
<i>***nothing follows***</i>						

LOT 3 - GAD Catering Services
Php 269,000.00

Government Venue					
Activity/Seminar/Training	Item/Description	Quantity	Unit Cost	Days	Total Cost
1. Bi- Annual Performance Monitoring Evaluation & Adjustment (3rd and 4th Quarter CY 2021) and Integration of GAD Tool on Evaluation of KRAs. (R.Empeso)	Live out				
(January 25- 27, 2022)	AM & PM snacks, Lunch	52	500.00	3	78,000.00
					-
					-
3. 2nd Quarter (SY 2021- 2022) DMEA & Reporting of GAD Related Data on Feb. 22-24, 2022 (R.Empeso)	Live out				-
(Feb. 22-24, 2022)	AM & PM snacks, Lunch	52	500.00	3	78,000.00
					-
					-
5. 3rd Quarter (SY 2021- 2022) DMEA & Reporting of GAD Related Data (R.Empeso)	Live out				-
(May 24- 26, 2022)	AM & PM snacks, Lunch	52	500.00	3	78,000.00
					-
					-
8. One-Day Live-Out Workshop on the Gender Equality Goals and Outputs on Digital Citizenship Skills of ALS Implementer (N.Nemenso)	Live out				-
(Mar. 10, 2022)	AM & PM snacks, Lunch	70	500	1	35,000.00

INCLUSION:

SPECIFICATIONS:

**Schedule of training might be moved/reschedule due to an avoidable circumstances provided the service provider/supplier will be informed 1 week before the training.*

**Number of Participants may vary in any activity provided that the total number of participants of the particular lot will not be changed.*

** Flowing coffee or tea and water during the entire duration of the activity.*

HRTD (Human Resource Training and Development)

LOT 4 - HRTD Live in Training/Seminar

Php 3,074,500.00

HRTD Learning and Development LIVE-IN Training (1st & 2nd Quarter - January 3, 2022 to June 30, 2022)

Activity/Seminar/Training	Item/Description	Quantity	Unit Cost	Days	Total Cost
Four- Day Training of Trainers (TOT) for Coordinators & Selected School Heads on Pedagogies & Approaches on Basic Literacy for MTB-MLE/Kindergarten/SPED					
March 22-25, 2022	(Full Board) Breakfast, AM & PM Snacks, Lunch, Dinner, Accommodation	40	1,800.00	4	288,000.00
Mobilizing Teachers' Facilitation Skills on World of Words (WOW) and FOCUS Workbooks for Reading Skills Enhancement					
February 2-4, 2022	(Full Board) Breakfast, AM & PM Snacks, Lunch, Dinner, Accommodation	45	1,800.00	3	243,000.00
Trainers' Training on Science Investigatory Project Part 1: Orientation on Essentials					
March 2-3, 2022	(Full Board) Breakfast, AM & PM Snacks, Lunch, Dinner, Accommodation	69	1,800.00	2	248,400.00
March 8-9, 2022	(Full Board) Breakfast, AM & PM Snacks, Lunch, Dinner, Accommodation	20	1,800.00	2	72,000.00
TMS Workshop on System Maintenance, Debugging & Updating					
May 23-28, 2022	(Full Board) Breakfast, AM & PM Snacks, Lunch, Dinner, Accommodation	15	1,800.00	6	162,000.00
BLOOM: Building Leaders Towards Optimizing Organizational Management					
February 1-5, 2022	(Full Board) Breakfast, AM & PM Snacks, Lunch, Dinner, Accommodation	20	1,800.00	5	180,000.00
February 7-11, 2022	(Full Board) Breakfast, AM & PM Snacks, Lunch, Dinner, Accommodation	20	1,800.00	5	180,000.00
Training Workshop of SPA & SPS Teachers on Test Construction for the Assessment in the New Normal Education					
February 8-10, 2022	(Full Board) Breakfast, AM & PM Snacks, Lunch, Dinner, Accommodation	35	1,800.00	3	189,000.00
Refinement of Contextualized HGP Modules in Kindergarten-Grade 3 in 3 Languages (SB, Hiligaynon, Filipino)					
March 8-12, 2022	(Full Board) Breakfast, AM & PM Snacks, Lunch, Dinner, Accommodation	22	1,800.00	5	198,000.00

Reconstruction of Big Books and other Supplementary Learning Resources Into Digital Format using InDesign Resolving GAD Issues					
March 15-19, 2022	(Full Board) Breakfast, AM & PM Snacks, Lunch, Dinner, Accommodation	33	1,800.00	5	297,000.00
Training of Trainers (ToT) for Selected Elementary Mathematics Facilitators on Strategies and Techniques in Teaching Basic Numeracy Skills					
March 22, 2022	(Full Board) Breakfast, AM & PM Snacks, Lunch, Dinner, Accommodation	5	1,800.00	1	9,000.00
March 23-24, 2022	(Full Board) Breakfast, AM & PM Snacks, Lunch, Dinner, Accommodation	72	1,800.00	1	129,600.00
	(Live out) Breakfast, AM & PM Snacks, Lunch	72	800	1	57,600.00
Training on the Role of Personal Values in Learning Approaches and Students					
April 14-15, 2022	(Full Board) Breakfast, AM & PM Snacks, Lunch, Dinner, Accommodation	68	1,800.00	2	244,800.00
Capability Building on the Utilization of Learning Resources and Enhancement of Assessment Tools					
February 23, 2022	(Full Board) Breakfast, AM & PM Snacks, Lunch, Dinner, Accommodation	95	1,800.00	1	171,000.00
February 24, 2022	(Live out) Breakfast, AM & PM Snacks, Lunch	95	800.00	1	76,000.00
Professional Development Onward to Resiliency					
March 9-10, 2022	(Full Board) Breakfast, AM & PM Snacks, Lunch, Dinner, Accommodation	65	1,800.00	2	234,000.00
March 11, 2022	(Live out) Breakfast, AM Snack	65	300.00	1	19,500.00
Training-Workshop in Journalism for Campus Journalists and School Paper Advisers					
February 8, 2022	(Full Board) Breakfast, AM & PM Snacks, Lunch, Dinner, Accommodation	27	1,800.00	1	48,600.00
Foreign Language Conference-Workshop					
February 24, 2022	(Full Board) Breakfast, AM & PM Snacks, Lunch, Dinner, Accommodation	15	1,800.00	1	27,000.00
INCLUSION: FUNCTION HALL FOR 10 HOURS					
<i>SPECIFICATIONS:</i>					
<i>*Schedule of training might be moved/reschedule due to an avoidable circumstances provided the service provider/supplier will be informed 1 week before the training.</i>					
<i>*Number of Participants may vary in any activity provided that the total number of participants of the particular lot will not be changed.</i>					

<i>* FREE use of plenary function room that can accommodate the total number of pax for 12 hrs and break out sessions</i>
<i>*Air-conditioned capability-function room</i>
<i>* free use of white board, marker and projector</i>
<i>* complete sound system with at least 2 wireless mic, audio out capable and w/ standby operator assistance (per room)</i>
<i>*Venue must have strong internet connection</i>
<i>* provision of free tarpaulin for backdrop and free signage at the lobby and in the function room</i>
<i>* Overflowing coffee, tea, milo and water during the entire duration of the activity</i>
<i>*Observe social distancing and other IATF Guidelines</i>
<i>***nothing follows***</i>

**LOT 5 - HRTD Live out Training/Seminar
Php 2,796,600.00**

Activity/Seminar/Training	Item/Description	Quantity	Unit Cost	Days	Total Cost
Capacity Building on Classroom-Based Action Research Proposal Writing for District Research Coordinators					
February 16-18, 2022	(Full Board) Breakfast, AM & PM Snacks, Lunch, Dinner, Accommodation	16	1,800.00	3	86,400.00
	(Live out) Breakfast, AM & PM Snacks, Lunch	72	800.00	3	172,800.00
	(Live out) Breakfast, AM & PM Snacks, Lunch, Dinner	1	1,200.00	3	3,600.00
Second Quarter Updating the Basic Education Statistics for SY 2021-2022 in the LIS and EBEIS					
March 18-20, 2022	(Full Board) Breakfast, AM & PM Snacks, Lunch, Dinner, Accommodation	5	1,800.00	3	27,000.00
	(Live out) Breakfast, AM & PM Snacks, Lunch	36	600.00	3	64,800.00
Division Orientation on Teacher Induction Program (DOTIP) Batches 10-11 Feb. 14-18, 2022					
February 14-18, 2022	(Full Board) Breakfast, AM & PM Snacks, Lunch, Dinner, Accommodation	20	1,800.00	5	180,000.00
	(Live out) Breakfast, AM & PM Snacks, Lunch	200	800.00	2	320,000.00
Seminar-Workshop for School Heads' Induction Program (SHIP)					
February 23-24, 2022	(Full Board) Breakfast, AM & PM Snacks, Lunch, Dinner, Accommodation	10	1,800.00	2	36,000.00
	(Live out) Breakfast, AM & PM Snacks, Lunch, Dinner	88	1,200.00	2	211,200.00
Seminar-Workshop on the Induction Program for Non-Teaching Personnel (IPNTP)					
April 6-8, 2022	(Full Board) Breakfast, AM & PM Snacks, Lunch, Dinner, Accommodation	10	1,800.00	3	54,000.00
	(Live out) Breakfast, AM & PM Snacks, Lunch	95	800.00	2	152,000.00
Division Teacher Induction Program Completion Ceremony (Batches 16-20)					
May 18-20, 2022	(Live out) Breakfast, AM & PM Snacks, Lunch	35	800.00	3	84,000.00
	(Live out) Snacks per batch	400	100.00	1	40,000.00

Division Skills Enhancement Training for EPP/TLE/TVL - Home Economics (H.E) and Information and Communication Technology (ICT) Teachers Batch 1					
April 7, 2022	(Live out) Breakfast, AM & PM Snacks, Lunch	9	800.00	1	7,200.00
April 12-14, 2022	(Live out) Breakfast, AM & PM Snacks, Lunch	49	800.00	3	117,600.00
Division Skills Enhancement Training for EPP/TLE/TVL - Home Economics (H.E) and Information and Communication Technology (ICT) Teachers Batch 2					
April 15, 2022	(Live out) Breakfast, AM & PM Snacks, Lunch	7	800.00	1	5,600.00
April 19-21, 2022	(Live out) Breakfast, AM & PM Snacks, Lunch	48	800.00	3	115,200.00
L&D Coordinators Quarterly Capacity Building					
June 14, 2022	(Live out) AM & PM Snacks, Lunch	100	600.00	1	60,000.00
SGOD 2021 Midyear Review					
June 23-24, 2022	(Live out) AM & PM Snacks, Lunch	40	600.00	2	48,000.00
Capacity Building & Workshop on Prime HRM					
March 2-4, 2022	(Full Board) Breakfast, AM & PM Snacks, Lunch, Dinner, Accommodation	10	1,800.00	3	54,000.00
	(Live out) Breakfast, AM & PM Snacks, Lunch	50	800.00	3	120,000.00
Conference for District SBM Coordinators on Enhancing School Based Management (SBM) Magnifying RA 9155 and DepEd Order No. 83, series of 2012 and GAD Guidelines					
March 23-24, 2022	(Live out) AM & PM Snacks, Lunch	75	600.00	2	90,000.00
Training of Trainers (ToT) for Selected Secondary Mathematics Facilitators on the Pedagogical Retooling on Teaching Strategies in Mathematics					
April 6-7, 2022	(Full Board) Breakfast, AM & PM Snacks, Lunch, Dinner, Accommodation	6	1,800.00	1	10,800.00
	(Live out) Breakfast, AM & PM Snacks, Lunch	46	800	1	36,800.00
Capacity Building for Teachers handling Music from Grades 1 to 6					
June 15-17, 2022	(Full Board) Breakfast, AM & PM Snacks, Lunch, Dinner, Accommodation	10	1,800.00	3	54,000.00
	(Live out) AM & PM Snacks, Lunch	108	600	3	194,400.00
Seminar-Workshop on the Implementation of Inclusive Education					

March 21-22, 2022	(Live out) AM & PM Snacks, Lunch	62	600.00	2	74,400.00
Seminar-Workshop on the Development of Digital Citizenship Skills of ALS Implementers					
March 8-9, 2022	(Live out) AM & PM Snacks, Lunch	62	600.00	2	74,400.00
Pagsusuri at pag-aayos ng mga Asynchronous na Video sa Filipino					
March 16-18, 2022	(Live out) Breakfast, AM & PM Snacks, Lunch, Dinner	11	1,200.00	3	39,600.00
Pagsasanay sa Pagtuturo ng Aksiyong Pananaliksik sa mga guro ng Higit na Mataas na Paaralan					
March 23-25, 2022	(Live out) AM & PM Snacks, Lunch	116	600.00	3	208,800.00
Training Workshop on the Crafting of Gender and Development (GAD) Sensitive Intervention Materials in Support to the Least Learned Competencies in Learning Strand (LS)					
March 3-4, 2022	(Live out) AM & PM Snacks, Lunch	45	600.00	2	54,000.00
INCLUSION: FUNCTION HALL FOR 10 HOURS					
SPECIFICATIONS:					
<i>*Schedule of training might be moved/reschedule due to an avoidable circumstances provided the service provider/supplier will be informed 1 week before the training.</i>					
<i>*Number of Participants may vary in any activity provided that the total number of participants of the particular lot will not be changed.</i>					
<i>* FREE use of plenary function room that can accommodate the total number of pax for 12 hrs and break out sessions</i>					
<i>*Air-conditioned capability-function room</i>					
<i>* free use of white board, marker and projector</i>					
<i>* complete sound system with at least 2 wireless mic, audio out capable and w/ standby operator assistance (per room)</i>					
<i>*Venue must have strong internet connection</i>					
<i>* provision of free tarpaulin for backdrop and free signage at the lobby and in the function room</i>					
<i>* Overflowing coffee, tea, milo and water during the entire duration of the activity</i>					
<i>*Observe social distancing and other IATF Guidelines</i>					
<i>***nothing follows***</i>					

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);
or
- (b) Registration certificate from Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives or its equivalent document,
and
- (c) Mayor’s or Business permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas;
and
- (d) Tax clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).

Technical Documents

- (e) Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid; **and**
- (f) Statement of the bidder’s Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Sections 23.4.1.3 and 23.4.2.4 of the 2016 revised IRR of RA No. 9184, within the relevant period as provided in the Bidding Documents; **and**
- (g) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission;
or
Original copy of Notarized Bid Securing Declaration; **and**
- (h) Conformity with the Technical Specifications, which may include production/delivery schedule, manpower requirements, and/or after-sales/parts, if applicable; **and**
- (i) Original duly signed Omnibus Sworn Statement (OSS);
and if applicable, Original Notarized Secretary’s Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.

Financial Documents

- (j) The Supplier’s audited financial statements, showing, among others, the Supplier’s total and current assets and liabilities, stamped “received” by the BIR or its duly accredited and authorized institutions, for the preceding

calendar year which should not be earlier than two (2) years from the date of bid submission; **and**

- (k) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC);
or
A committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation.

Class "B" Documents

- (l) If applicable, a duly signed joint venture agreement (JVA) in case the joint venture is already in existence;
or
duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.

NUMBER OF COPIES OF ELIGIBILITY+TECHNICAL COMPONENT DOCUMENTS IN SEPARATE ENVELOPE

- One (1) Original Copy
- One (1) Additional Copy

II. FINANCIAL COMPONENT ENVELOPE

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

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

- (o) *[For foreign bidders claiming by reason of their country's extension of reciprocal rights to Filipinos]* Certification from the relevant government office of their country stating that Filipinos are allowed to participate in government procurement activities for the same item or product.
- (p) Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.

NUMBER OF COPIES OF ELIGIBILITY+TECHNICAL COMPONENT DOCUMENTS IN SEPARATE ENVELOPE

- One (1) Original Copy
- One (1) Additional Copy

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]

Republic of the Philippines



Government Procurement Policy Board