

**BASES CONVERSION AND
DEVELOPMENT AUTHORITY**

**Procurement of BTC Extension Office Network
System 2024**

**Sixth Edition
July 2020**

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Invitation to Bid

Procurement of BTC Extension Office Network System

1. The **BASES CONVERSION AND DEVELOPMENT AUTHORITY (BCDA)**, through its 2024 Corporate Operating Budget (COB), intends to apply the sum of **TWO MILLION PESOS and 00/100 (PhP2,000,000.00), inclusive of VAT and all other applicable government taxes, fees, and charges**, being the Approved Budget for the Contract (ABC), to payments related to the the Procurement of **BTC Extension Office Network System**, hereinafter, "The Project", with Invitation to Bid Reference no.)/Project ID No. BG2024-347.

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

2. The BCDA now invites bids for the Bidding of Procurement of BTC Extension Office Network System. Delivery of the Goods is required within ninety (90) calendar days from receipt of Notice to Proceed. Bidders should have completed, within five (5) years prior to 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, otherwise known as the "Government Procurement Reform Act"
 - 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 BCDA and inspect the Bidding Documents at the address given below from Monday to Friday, from **8:00 AM - 5:00 PM** and /or at the BCDA website (<https://bcda.gov.ph/bids>).
5. A complete set of Bidding Documents may be acquired by interested Bidders from the BCDA Corporate Center, 2nd Floor Bonifacio Technology Center, 31st St. cor. 2nd Avenue, Bonifacio Global City, Taguig City, starting **22 November 2024 to 10 December 2024 from 8:00 AM to 5:00 PM**, except Saturdays, Sundays and Holidays, and until **9:00 AM on 11 December 2024**, upon payment of a non-refundable fee, pursuant to the latest Guidelines issued by the GPPB.

The cost of the bidding documents:

Cost of Bidding Documents (PhP)
5,000.00

The Procuring Entity shall allow the bidder to present its proof of payment for the fees in cash, manager's check or via online fund transfer to BCDA Account.

The Bidding Documents may also be downloaded from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of BCDA (www.bcda.gov.ph). Only bidders who purchased the Bidding Documents will be allowed to submit bids.

6. BCDA will hold a Pre-Bid Conference on **29 November 2024 at 1:00 PM** at the BCDA Corporate Center, 2nd Floor Bonifacio Technology Center, 31st Street Corner 2nd Avenue, Crescent Park West Bonifacio Global City, Taguig and/or through video conferencing or webcasting via Zoom or Google Meet, which shall be open to prospective bidders. To be able to **join the online pre-bid conference**, a written request shall be made/e-mailed to the BAC-G Secretariat by the prospective bidders.
7. Bids must be duly received on or before **9:00 AM on 11 December 2024** at the BCDA Corporate Center, 2nd Floor Bonifacio Technology Center, 31st St. cor. 2nd Avenue, Bonifacio Global City, Taguig City. 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 will be held on **11 December 2024 at 10:00 AM** at the same address given above. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The Pre-bid Conference and the Opening of Bids are hybrid events. Prospective bidders may choose to attend online via zoom or in person at the BTC Office.

For those attending in person, the following guidelines must be followed:

- Attendees to the Pre-bid Conference and Opening of Bids will be required to follow the BCDA Health Protocols; and
 - Observers/representatives who show signs of COVID-19 related symptoms are not allowed to enter the BCDA premises.
11. BCDA reserves the right to waive minor defects in forms and requirements as long as they do not affect the genuineness and authenticity of the documents submitted.
 12. BCDA 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.

For more information, please refer to:

Mr. Prejean A. Prieto
BAC-G Secretariat Head
(02)8575-1774, bacgsecretariat@bcda.gov.ph

You may visit the following website, for downloading of Bidding Documents:
<https://www.bcda.gov.ph/bids>

Date of Issuance: 22 November 2024

BIDS AND AWARDS COMMITTEE FOR GOODS
B

RICHARD BRIAN M. CEPE
Chairperson

Section II. Instructions to Bidders

1. Scope of Bid

The Procuring Entity, BCDA, wishes to receive Bids for the *Bidding of BTC Extension Office Network System* with identification number of BG2024-347.

The Procurement Project (referred to herein as “Project”) is composed of one (1) Lot, the details of which are described in Section VII (Technical Specifications).

2. Funding Information

2.1. The Government of the Philippines (GOP), through the source of funding, as indicated below for the *Bidding of BTC Extension Office Network System* in the amount of Pesos: *Two Million Pesos and 00/100 (PhP2,000,000.00), inclusive of government taxes and fees.*

2.2. The source of funding is the BCDA CY 2024 Corporate Operating Budget.

3. Bidding Requirements

The Bidding for the Project shall be governed by the provisions of RA 9184 and its 2016 Revised Implementing Rules and Regulations (RIRR), 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 shall not engage in corrupt, fraudulent, collusive, coercive, and obstructive practices defined under Annex “1” of the 2016 RIRR 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. If applicable,
- a. Foreign ownership exceeding those allowed under the rules may participate pursuant to
 - i. When a Treaty or International or Executive Agreement as provided in Section 4 of the RA No. 9184 and its 2016 revised IRR allow foreign bidders to participate;
 - ii. Citizens, corporations, or associations of a country, included in the list issued by the GPPB, the laws or regulations of which grant reciprocal rights or privileges to citizens, corporations, or associations of the Philippines;
 - iii. When the Goods sought to be procured are not available from local suppliers; or
 - iv. When there is a need to prevent situations that defeat competition or restrain trade.
 - b. 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:

If applicable:

- a. For the procurement of Non-expendable Supplies and Services: The Bidder must have completed a single contract that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC.
- b. For the procurement of Expendable Supplies: 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.
- c. 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, if and when applicable:
 - i. Completed at least two (2) similar contracts, the aggregate amount of which should be equivalent to at least *fifty percent (50%) in the case of non-expendable supplies and services or twenty-five*

percent (25%) in the case of expendable supplies] of the ABC for this Project; and

- ii. The largest of these similar contracts must be equivalent to at least half of the percentage of the ABC as required above.

5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.1 of the 2016 IRR of RA No. 9184.

6. Origin of Goods

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

7. Subcontracts

7.1. The Procuring Entity has prescribed that subcontracting is not allowed.

8. Pre-Bid Conference

The Procuring Entity will hold a pre-bid conference for this Project on **29 November 2024 at 10:00 AM** at the **BCDA Corporate Center, 2nd Floor, Bonifacio Technology Center 31st Street corner 2nd Avenue, Bonifacio- Global City Taguig City** and/or through videoconferencing/webcasting as indicated in paragraph 6 of the **IB**.

9. Clarification and Amendment of Bidding Documents

Prospective bidders may request 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 three (5) *years* from the date of submission and receipt of bids, a contract similar to the Project.

10.3. If the eligibility requirements or statements, the bids, and all other documents for submission to the BAC are in a 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 the delivery of the Goods to their final destination; and
 - iv. The price of other (incidental) services, if any, listed in e.
 - b. For Goods offered from abroad:
 - i. Unless otherwise stated in the **BDS**, the price of the Goods shall be quoted delivered duty paid (DDP) with the place of destination in the Philippines as specified in the **BDS**. In quoting the price, the Bidder shall be free to use transportation through carriers registered in any eligible country. Similarly, the Bidder may obtain insurance services from any eligible source country.

- ii. The price of other (incidental) services, if any, as listed in **Section VII (Technical Specifications)**.

13. Bid and Payment Currencies

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

14. Bid Security

- 14.1. The Bidder shall submit a Bid Securing Declaration¹ or any form of Bid Security in the amount indicated in the **BDS**, which shall be not less than the percentage of the ABC in accordance with the schedule in the **BDS**.
- 14.2. The Bid and Bid Security shall be valid until one hundred twenty (120) calendar days from its issuance. 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**.

¹ In the case of Framework Agreement, the undertaking shall refer to entering into contract with the Procuring Entity and furnishing of the performance security or the performance securing declaration within ten (10) calendar days from receipt of Notice to Execute Framework Agreement.

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, the attendance of participants shall likewise be recorded by the BAC Secretariat.

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

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

18. Domestic Preference

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

19. Detailed Evaluation and Comparison of Bids

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

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

- 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

- 20.2. 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**.

Section III. Bid Data Sheet

ITB Clause	
5.3	<p>For this purpose, contracts similar to the Project shall be:</p> <p style="text-align: center;">Supply, Installation, and Configuration of ICT Structured Cabling and Network Equipment</p> <p>The bidder must have completed, within the last five (5) years prior from the date of submission and receipt of bids, a contract similar to the Project, equivalent to at least fifty percent (50%) of the ABC adjusted to current prices using the PSA's CPI, or at least two (2) similar completed contracts with the aggregate amount equivalent to at least fifty percent (50%) of the ABC adjusted to current prices using the PSA's CPI, and the largest of these similar contracts must be equivalent to at least half of the percentage (25%) of the ABC.</p>
7.1	Subcontracting is not allowed.
12	The price of the Goods shall be quoted as delivered duty paid <i>in Philippine Pesos</i> .
14.1	<p>The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts:</p> <ul style="list-style-type: none"> a. The amount of not less than PhP40,000.00 which is <i>two percent (2%) of ABC</i>, 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 PhP100,000.00 which is <i>five percent (5%) of ABC</i> if bid security is in Surety Bond.
19.3	The Approved Budget for the Contract (ABC) is <u>PhP 2,000,000.00</u> . Any Bids received in excess of the ABC for the project shall not be accepted.
21.2	<ul style="list-style-type: none"> a. Blacklisted consultants or service providers shall not be allowed to participate in the bidding. b. As specified in the Invitation to Bid, the bidder must have completed, within the last five (5) years prior from the date of submission and receipt of bids, a contract similar to the Project, equivalent to at least fifty percent (50%) of the ABC adjusted to current prices using the PSA's CPI, or at least two (2) similar completed contracts with the aggregate amount equivalent to at least fifty percent (50%) of the ABC adjusted to current prices using the PSA's CPI, and the largest of these similar contracts must be equivalent to at least half of the percentage (25%) of the ABC. c. The bidder's SLCC, similar to the contract to be bid, should have been completed within (5) years prior to the deadline for the submission and receipt of bids. d. The cost proposal shall be inclusive of all applicable taxes, fees, and other charges relative to the bid

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| | <ul style="list-style-type: none">e. The bid price shall be written in words and figures in the prescribed form. In case of discrepancy between the words and figures, the written words shall prevail.f. The bidding shall be conducted on the date, time, and location as published in the Invitation to Bid. The bid date will be scheduled for one (1) day and the sequence of bidding will be as follows:<ul style="list-style-type: none">- Opening of Eligibility and Technical Documents- Opening of Financial Bidg. The Contract for the BTC Extension Office Network System, shall be awarded to the bidder who is declared as the "Lowest Calculated and Responsive Bid/Single Calculated and Responsive Bid".h. In case of a tie, after the post qualification, the provisions of the GPPB Circular 05-2005 (Tie Breaking Method) shall apply.i. In accordance with the GPPB Non-Policy Memorandum dated 03 April 2014 (Section 32.2.1(a) of the Revised Implementing Rules and Regulation of RA 9184), zero (0) bid in any item is considered non-compliant.j. A bid price higher than the specified ABC shall automatically be disqualified. |
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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 prior to the signing of the Contract by both parties, the successful Bidder shall furnish the performance security in any of the forms prescribed in Section 39 of the 2016 revised IRR of RA No. 9184.

4. Inspection and Tests

The Procuring Entity or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Project specifications at no extra cost to the Procuring Entity in accordance with the Generic Procurement Manual. In addition to tests in the **SCC, Section 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

- 6.1. In order to assure that manufacturing defects shall be corrected by the Supplier, a warranty shall be required from the Supplier as provided under Section 62.1 of the 2016 revised IRR of RA No. 9184.
- 6.2. The Procuring Entity shall promptly notify the Supplier in writing of any claims arising under this warranty. Upon receipt of such notice, the Supplier shall, repair or replace the defective Goods or parts thereof without cost to the Procuring Entity, pursuant to the Generic Procurement Manual.

6. Liability of the Supplier

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

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

Section V. Special Conditions of Contract

GCC Clause	
1	<p>a. Terms of Reference (TOR) or Technical Specification attached as Section VII</p> <p>Delivery and Documents</p> <p>For purposes of the Contract, “EXW,” “FOB,” “FCA,” “CIF,” “CIP,” “DDP” and other trade terms used to describe the obligations of the parties shall have the meanings assigned to them by the current edition of INCOTERMS published by the International Chamber of Commerce, Paris. The Delivery terms of this Contract shall be as follows:</p> <p>The delivery terms applicable to this Contract are to be delivered in Taguig 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 is the Information and Communication Technology Department (ICTD).</p> <p>Incidental Services</p> <p>The Supplier is required to provide all services specified in Section VI.</p> <p>Schedule of Requirements, including additional services stated in TOR or Technical Specifications.</p> <p style="padding-left: 40px;">a. training of the Procuring Entity’s personnel, (online training)</p> <p>The Contract price for the Goods shall include the prices charged by the Supplier for incidental services and shall not exceed the prevailing rates charged to other parties by the Supplier for similar services.</p> <p>Spare Parts</p> <p>The Supplier is required to provide all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the Supplier:</p> <p>Select appropriate requirements and delete the rest.</p>

- a. such spare parts as the Procuring Entity may elect to purchase from the Supplier, provided that this election shall not relieve the Supplier of any warranty obligations under this Contract; and
- b. in the event of termination of production of the spare parts:
 - i. advance notification to the Procuring Entity of the pending termination, in sufficient time to permit the Procuring Entity to procure needed requirements; and
 - ii. following such termination, furnishing at no cost to the Procuring Entity, the blueprints, drawings, and specifications of the spare parts, if requested.

The spare parts and other components required are listed in Section VI (Schedule of Requirements) and the cost thereof are included in the contract price.

The Supplier shall carry sufficient inventories to assure ex-stock supply of consumable spare parts or components for the Goods for a period of [indicate here the time period specified. If not used, indicate a time period of three times the warranty period].

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

Packaging

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.

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.

The outer packaging must be clearly marked on at least four (4) sides as follows:

Name of the Procuring Entity

Name of the Supplier

Contract Description

	<p>Final Destination</p> <p>Gross weight</p> <p>Any special lifting instructions</p> <p>Any special handling instructions</p> <p>Any relevant HAZCHEM classifications</p>
	<p>A packaging list identifying the contents and quantities of the package is to be placed on an accessible point of the outer packaging if practical. If not practical the packaging list is to be placed inside the outer packaging but outside the secondary packaging.</p> <p>Transportation – Not Applicable</p> <p>Where the Supplier is required under Contract to deliver the Goods CIF, CIP, or DDP, transport of the Goods to the port of destination or such other named place of destination in the Philippines, as shall be specified in this Contract, shall be arranged and paid for by the Supplier, and the cost thereof shall be included in the Contract Price.</p> <p>Where the Supplier is required under this Contract to transport the Goods to a specified place of destination within the Philippines, defined as the Project Site, transport to such place of destination in the Philippines, including insurance and storage, as shall be specified in this Contract, shall be arranged by the Supplier, and related costs shall be included in the contract price.</p>
	<p>Where the Supplier is required under Contract to deliver the Goods CIF, CIP or DDP, Goods are to be transported on carriers of Philippine registry. In the event that no carrier of Philippine registry is available, Goods may be shipped by a carrier which is not of Philippine registry provided that the Supplier obtains and presents to the Procuring Entity certification to this effect from the nearest Philippine consulate to the port of dispatch. In the event that carriers of Philippine registry are available but their schedule delays the Supplier in its performance of this Contract the period from when the Goods were first ready for shipment and the actual date of shipment the period of delay will be considered force majeure.</p> <p>The Procuring Entity accepts no liability for the damage of Goods during transit other than those prescribed by INCOTERMS for DDP deliveries. In the case of Goods supplied from within the Philippines or supplied by domestic Suppliers risk and title will not be deemed to have passed to the Procuring Entity until their receipt and final acceptance at the final destination.</p> <p>Intellectual Property Rights</p>

	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.
2.2	Partial payment is not allowed.
4	The inspections of the Network System shall be done upon delivery and shall be conducted by ICTD.

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.

Description	Quantity	Delivered, Weeks/Months
Procurement of BTC Extension Office Network System	1 Lot	Within 90 calendar days from receipt of Notice to Proceed

Bidder's Authorized Representative:

Name: _____

Legal capacity: _____

Signature: _____

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

Date: _____

Section VII. Technical Specifications

Procurement of BTC Extension Office Network System

TERMS OF REFERENCE / TECHNICAL SPECIFICATIONS

I LOT	Units	Descriptions	Compliance	
			Compliant	Non-compliant
		Data Center and Structured Cabling @Extension Office BTC, Taguig		
		<i>Scope:</i>		
		The project includes all design, configuration, labor, materials, equipment, training, and other services necessary for the Procurement of ICT Equipment and Structured Cabling for BTC Office Extension which will be integrated into BCDA's current Network settings.		
		<i>Components:</i>		
	1 lot	1. STRUCTURED CABLING		
		Installation for LAN cabling for 82 Nodes -- The cabling system must be an end-to-end solution including LAN cabling requirements for Access Points, Printers, IP Phones, and Endpoints.		
		A. Cables		
		1. Fiber Optic		
		• FTTH FIBER DROP CABLE 2 CORE, SINGLEMODE (3KM/REEL), (100 meters)		
		• Single Core FTTH Protection Box with SC Coupler, OS2 (4pcs)		
		• F/O PATCH CORD LC-SC DUPLEX, SM, 2M (2pcs)		
		• Toolless SC Connector, OS2 (4pcs)		
		2. UTP Cable (9 rolls)		
		• CAT6 4-pair UTP Solid Cable, AWG24 / 305m reel		
		• Standard Compliance: Standards of UL444 , ANSI/TIA-568-C.2 and ISO/IEC 11801		
		• Must be In accordance with IEC, ITU, and EIA standards		
		B. Patch Panel		
		• Type: RJ45 Empty Patch panel 48 port CAT6 (2pcs)		
		• Type: RJ45 Unshielded Patch panel 24 port CAT6 Loaded (1 pc)		
		<i>Compliance:</i>		
		• Cable Certification and Regulatory Compliance: RoHS 2011/65/EU, ISO 9001:2008		

	<ul style="list-style-type: none"> • EC 60603-7 compliant plug T568A T568B 		
	C. Patch Cable		
	<ul style="list-style-type: none"> • Cat 6 4-Pairs UTP Cable: 2 meters Patch cord Blue (82 pcs) 3 meters Patch cord Blue (70 pcs) 2 meters Patch cord Gray (2 pcs) 		
	<ul style="list-style-type: none"> • Factory Prefabricated 		
	<ul style="list-style-type: none"> • Standard Compliance: Standards of UL444 , ANSI/TIA-568-C.2 and ISO/IEC 11801 		
	D. Horizontal Manager (1 pc)		
	<ul style="list-style-type: none"> • Mountable to a standard 1 RU, 19" EIA racks and cabinets 		
	<ul style="list-style-type: none"> • Compliance: TIA/EIA-942. 		
	E. Modular Jack Black, Cat6 (82 pcs)		
	F. Faceplate Simplex (58 pcs)/Duplex (12 pcs)		
	G. Label Tape 9mm (3pcs)		
	H. Compliance		
	<ul style="list-style-type: none"> • The Connectivity must be compliant to PoE meeting IEEE 802.3af and IEEE 802.3at for PoE applications. The connectivity must be 100% performance tested for confidence that each patch cord delivers specified performance wire map, NEXT and return loss. 		
	I. Labor and Engineering:		
	<ul style="list-style-type: none"> • Project Management, Installation Cost, Testing & Commissioning, Safety 		
	<ul style="list-style-type: none"> • Roughing ins & Conducting (cable trays, hangers, and IMC pipes required) 		
	<ul style="list-style-type: none"> • Ground and Bonding 		
	<ul style="list-style-type: none"> • Labeling/Tagging (end to end) and As-Built Plans 		
	J. Warranty		
	<ul style="list-style-type: none"> • Bidder should provide a one (1) year warranty against defects in local materials or workmanship. The warranty covers repairing or replacing any defective parts, including onsite labor. At least twenty-five (20) years of system performance warranty on the manufacturer's cable, from the time of acceptance. Warranty starts from the date of acceptance. 		
	K. Cable Runways and Accessories		
	Supply of Rough-ins and their accessories including enclosures and fixing hangers; use for structured cabling distribution.		
	Supply of Cable harnessing and tagging for proper orientation and identification.		
	Restoration of all affected areas during implementation works.		
	2. NETWORK INFRASTRUCTURE EQUIPMENT		
1 unit	A. 48-port Network Switch		

<i>Specifications:</i>		
1 RU Form Factor 48-port GE, Full PoE, 4x1G SFP		
Capacity in Millions of Packets Per Second (mpps) (64-byte packets): 77.38 mpps		
Switching capacity in Gigabits per second (Gbps): 104.0 Gbps		
Must have Dual redundant, power supplies and dual fans providing redundancy		
Application-Specific Integrated Circuit (ASIC) with programmable pipeline and micro-engine capabilities, along with template-based, configurable allocation of Layer 2 and Layer 3 forwarding, Access Control Lists (ACLs), and Quality of Service (QoS) entries		
Layer 2 switching:		
VLAN		
Support for up to 4093 VLANs simultaneously		
Port-based and 802.1Q tag-based VLANs, MAC-based VLANs, protocol-based VLANs, IP subnet-based VLANs		
Management VLAN		
Private VLAN with promiscuous, isolated, and community port		
Private VLAN Edge (PVE), also known as protected ports, with multiple uplinks Guest VLAN, unauthenticated VLAN		
Dynamic VLAN assignment via RADIUS server along with 802.1X client authentication Customer premises equipment (CPE) VLAN		
Auto surveillance VLAN (ASV)		
Spanning Tree Protocol		
Standard 802.1d Spanning Tree support		
Fast convergence using 802.1w (Rapid Spanning Tree [RSTP]), enabled by default Multiple Spanning Tree instances using 802.1s (MSTP); 8 instances are supported		
Per-VLAN Spanning Tree Plus (PVST+) and Rapid PVST+ (RPVST+); 126 instances are supported		
Port grouping/link aggregation		
Support for IEEE 802.3ad Link Aggregation Control Protocol (LACP)		
<ul style="list-style-type: none"> • Up to 8 groups • Up to 8 ports per group with 16 candidate ports for each (dynamic) 802.3ad link aggregation 		
Voice VLAN		
Voice traffic is automatically assigned to a voice-specific VLAN and treated with appropriate levels of QoS. Voice Services Discovery Protocol (VSDP)		

	delivers networkwide zero-touch deployment of voice endpoints and call control devices		
	Warranty:		
	3 Years Parts/Labor/Support		
	Support:		
	8X5 Next Business Day		
	Inclusion:		
1 unit	350W AC 80+ platinum Config 1 Secondary Power Supply		
2 units	B. 24-ports Network Switch		
	<i>Specifications:</i>		
	1 RU Form Factor 24-port GE, Full PoE, 4x1G SFP, 2 SFP slot		
	Capacity in Millions of Packets Per Second (mpps) (64-byte packets): 41.66 mpps		
	Switching capacity in Gigabits per second (Gbps): 56.0 Gbps		
	Support for up to 4093 VLANs simultaneously		
	Port-based and 802.1Q tag-based VLANs, MAC-based VLANs, protocol-based VLANs, IP subnet-based VLANs		
	Management VLAN		
	Private VLAN with promiscuous, isolated, and community port		
	Private VLAN Edge (PVE), also known as protected ports, with multiple uplinks Guest VLAN, unauthenticated VLAN		
	Dynamic VLAN assignment via RADIUS server along with 802.1X client authentication Customer premises equipment (CPE) VLAN		
	Auto surveillance VLAN (ASV)		
	Spanning Tree Protocol		
	Standard 802.1d Spanning Tree support		
	Fast convergence using 802.1w (Rapid Spanning Tree [RSTP]), enabled by default Multiple Spanning Tree instances using 802.1s (MSTP); 8 instances are supported		
	Per-VLAN Spanning Tree Plus (PVST+) and Rapid PVST+ (RPVST+); 126 instances are supported		
	Port grouping/link aggregation		
	Support for IEEE 802.3ad Link Aggregation Control Protocol (LACP)		
	<ul style="list-style-type: none"> • Up to 8 groups 		
	<ul style="list-style-type: none"> • Up to 8 ports per group with 16 candidate ports for each (dynamic) 802.3ad link aggregation 		



	Voice VLAN		
	Voice traffic is automatically assigned to a voice-specific VLAN and treated with appropriate levels of QoS. Voice Services Discovery Protocol (VSDP) delivers networkwide zero-touch deployment of voice endpoints and call control devices		
	Warranty:		
	3 Years Parts/Labor/Support		
	Support:		
	8X5 Next Business Day		
4 units	C. Wireless LAN Access Points		
	Additional units are to be added to the existing Ruckus AP units through the existing WiFi controller.		
	Features:		
	<ul style="list-style-type: none"> • Can connect more devices simultaneously: Improved device performance, by enabling more simultaneous device connections with built-in 8 spatial streams (4x4:4 in 5GHz, 4x4:4 in 2.4GHz), MU-MIMO, and OFDMA technology. 		
	<ul style="list-style-type: none"> • High density performance: Provides end-user experience within large meeting halls, general enterprise spaces, and large classrooms. 		
	<ul style="list-style-type: none"> • Converged Access Point: Allows customers to eliminate siloed networks, unify WiFi and non-WiFi wireless technologies into one single network, and expand to any future wireless technologies through the USB port. 		
	<ul style="list-style-type: none"> • Multigigabit access speeds: Optimized multi-gigabit Wi-Fi performance delivered using the built-in 2.5GbE port to connect to multigigabit switches. 		
	<ul style="list-style-type: none"> • Multiple management options: Manage on-premise physical/ virtual appliances and control auto-provisioning for faster deployment and seamless firmware upgrades. 		
	<ul style="list-style-type: none"> • Enhanced Security: The latest Wi-Fi security standard with WPA3 and receive enhanced protection from man-in-the-middle attacks in the most secure way. 		
	<ul style="list-style-type: none"> • Wi-Fi Standards: IEEE 802/11a/b/g/n/ac/ax 		
	<p>Supported Rates:</p> <ul style="list-style-type: none"> • 802.11ax: 4 to 2400 Mbps • 802.11ac: 6.5 to 1732 Mbps • 802.11n: 6.5 to 600 Mbps • 802.11a/g: 6 to 54 Mbps • 802.11b: 1 to 11 Mbps 		

Supported Channels: <ul style="list-style-type: none"> • 2.4GHz: 1-13 • 5GHz: 36-64, 100-144, 149-165 		
MIMO: <ul style="list-style-type: none"> • 4x4 SU-MIMO • 4x4 MU-MIMO 		
• Spatial Streams: 4 for both SU-MIMO & MU-MIMO		
• Radio Chains and Streams: 4x4:4		
• Channelization: 20,40, 80, 160Mhz		
• Security: WPA-PSK, WPA-TKIP, WPA2 AES, WPA3, 802.11i, Dynamic PSK, OWE; WIPS/WIDS		
Antenna Type: <ul style="list-style-type: none"> • Adaptive antennas with polarization diversity • Adaptive antenna that provides 4,000+ unique antenna patterns per band 		
Power: <ul style="list-style-type: none"> • 802.3af PoE - 2.4GHz radio: 2x4, 19dBm per chain, 5GHz radio: 2x4, 20dBm per chain, 2nd Ethernet port, onboard IoT & USB disabled, Max Power Consumption: 12.54W 		
• Either standalone or centrally managed and Integrated NAT and DHCP support		
• 2 Ethernet ports: (1) compatible with 802.3af Power over Ethernet (PoE)		
• Multicast IP video streaming support and Four software QoS queues per client station		
• Future support for advanced spectrum analysis		
• Up to 32 (2.4 GHz) and 16 (5 GHz) BSSIDs with unique QoS and security policies		
• Wall or ceiling mountable with unobtrusive design		
• Built-in mounting options for fast and easy deployment		
• WPA-PSK (AES), 802.1X support for RADIUS and AD		
• Zero-IT and Dynamic PSK* and Admission control/load balancing*		
• Band steering and airtime fairness and Captive portal and guest accounts		
• SmartMesh Networking		
• High-end 802.11ac AP with BeamFlex+		
• 1,300 Mbps (5GHz) 450 Mbps (2.4GHz) Maximum PHY rate		
• 512 Concurrent users		
• 3x3:3 Radio chains streams		
• 6dB BeamFlex gains		
• 15dB Maximum interference mitigation		

		<ul style="list-style-type: none"> • Policy Management Tools: Access Control Lists, Device Fingerprinting, Application Recognition and Control, Rate Limiting 		
		<ul style="list-style-type: none"> • Mounting: Wall, acoustic ceiling, desk, Secure bracket 		
		<ul style="list-style-type: none"> • Must be adaptive and compatible with the current Wifi configuration and controller of BCDA. 		
		<ul style="list-style-type: none"> • Access Point Licenses must be included for the existing Wi-Fi controller. 		
		<ul style="list-style-type: none"> • Warranty: One (1) year of labor and parts 		
		<ul style="list-style-type: none"> • Higher specifications will be accepted. 		
		<ul style="list-style-type: none"> • The supplier must be an authorized service partner and/or reseller of the products being offered with certification. 		
		Inclusions:		
4 units		Spares of Power over Ethernet (PoE) Injector (1.0/2.5/5.0/10.0 Gbps), US Plug		
4 units		Multi-purpose mounting bracket compatible with the AP being purchased for indoor. Supports mounting to a hard wall, ceiling, pole, or truss.		
		<i>For the Existing Zonedirector 1200:</i>		
4 units		ZoneDirector 1200 Single AP License Upgrade SKU.		
4 units		Associate Partner Support, ZoneDirector ONE AP Upgrade, 1 Year		
		D. Additional Items		
8 units		SFP Module, 10G, OS2, LC/SX port / 10GBASE-SR SFP Module, Enterprise-Class		
1 unit		3ft Wall Mounted Cabinet, Perforated Door, 1x pDU, 2x Exhaust Fan		
1 unit		1U Finger Type Horizontal Cable Manager		
		3. TRAINING		
		<ul style="list-style-type: none"> • Knowledge Transfer/Technical Training of all main systems for all administrators. 		
		4. PRELIMINARIES AND LABOR		
		<ul style="list-style-type: none"> • Installation, Configuration, Testing, and Commissioning of All Systems/Software included on All Equipment; 		
		<ul style="list-style-type: none"> • Services: Project management, Mobilization/Demobilization, Roughing ins; 		
		<ul style="list-style-type: none"> • Documentations and As-built plans; 		
		<ul style="list-style-type: none"> • Must integrate and configured to the current network setup; 		
		<ul style="list-style-type: none"> • Must be an authorized service partner and reseller of the product/unit being offered. Present any proof (Distributorship Cert., MAF, etc.); 		
		<ul style="list-style-type: none"> • After-sales support: One (1) year 8x5 or the next business day; 		

	• Other: Inclusive of all incidental accessories, peripherals, and components required in the project.		
	5. SUPPORT		
	• Annual unlimited email, phone, and remote support, incident onsite support, scheduled annual health maintenance for 1 year, firmware/software update.		
	• Technical support covers same-day response time and 24 x 7 coverage		
	5. OTHER REQUIREMENTS		
	• Bidders must have a Certificate of Structured Cabling Solutions Copper and Fiber Solutions.		
	• Permits: Process and secure all necessary permits and pay all fees incidental to the acquisition of the required permits.		
	• Construction Safety and Health Program: Shall observe the required standards of health, safety, and procedures. Shall observe BCDA and the Building house regulations.		
	• Bidder must have at least one (1) employed Cisco Certified Network Associate.		
	• Bidders are encouraged to attend the site survey to be scheduled before the submission of bids.		

Note to Bidders:

1. All specifications are minimum requirements. Proponents may propose equivalent or higher specifications.
2. The supplier must propose globally known brands.
3. The supplier shall supply the appliance where the availability of parts, replacement batteries, and power supplies are guaranteed for at least 5 years after the end of production.
4. The supplier shall supply the products in recyclable packages and provide a packaging take-back service.
5. Section 62.1 of RA9184 IRR –For the procurement of Goods, to ensure that manufacturing defects shall be corrected by the supplier, warranty security shall be required from the contract awardee for a minimum period of three (3) months, in the case of Expendable Supplies, or a minimum period of one (1) year, in the case of Non-expendable Supplies, after acceptance by the Procuring Entity of the delivered supplies.

The obligation for the warranty shall be covered by either retention money in an amount equivalent to at least one percent (1%) but not to exceed five percent (5%) of the payment, or a special bank guarantee equivalent to at least one percent (1%) but not to exceed five percent (5%) of the total contract price. The said amounts shall only be released after the lapse of the warranty period or,

in the case of Expendable Supplies, after consumption thereof: Provided, however, That the supplies delivered are free from patent and latent defects and all the conditions imposed under the contract have been fully met.

For this procurement, we shall require a one-year warranty security in the form of 5% Retention Money or 5 % Special Bank Guarantee of the total contract price.

Bidder's Authorized Representative:

Name: _____

Legal capacity: _____

Signature: _____

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

Date: _____

Section VIII.

Checklist of Technical and Financial Documents

Checklist of Technical and Financial Documents

I. TECHNICAL COMPONENT ENVELOPE

Class "A" Documents

Legal Documents

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

Technical Documents

- (b) Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid; **and**
- (c) Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Sections 23.4.1.3 and 23.4.2.4 of the 2016 revised IRR of RA No. 9184, within the relevant period as provided in the Bidding Documents; **and**
- (d) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission **or** Original copy of Notarized Bid Securing Declaration; **and**

- (e) Conformity with the Technical Specifications, which may include production/delivery schedule, manpower requirements, and/or after-sales/parts, if applicable; **and**
- (f) Original duly signed Omnibus Sworn Statement (OSS) **and** if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.

Financial Documents

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

Class "B" Documents

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

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.

Section IX.
Bidding Forms

Bid Form

Date: _____
Project Identification No.: _____

To: BASES CONVERSION AND DEVELOPMENT AUTHORITY
2nd Floor Bonifacio Technology Center
31st St., Cor. 2nd Ave., Bonifacio Global City
Taguig City

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 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.

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: _____

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 Department 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 Securing Declaration Form

[shall be submitted with the Bid if bidder opts to provide this form of bid security]

REPUBLIC OF THE PHILIPPINES)

CITY OF _____) S.S.

BID SECURING DECLARATION

Project Identification No.(reference no.): *[Insert number]*

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

I/We, the undersigned, declare that:

1. I/We understand that, according to your conditions, bids must be supported by a Bid Security, which may be in the form of a Bid Securing Declaration.
2. I/We accept that: (a) I/we will be automatically disqualified from bidding for any procurement contract with any procuring entity for a period of two (2) years upon receipt of your Blacklisting Order; and, (b) I/we will pay the applicable fine provided under Section 6 of the Guidelines on the Use of Bid Securing Declaration, within fifteen (15) days from receipt of the written demand by the procuring entity for the commission of acts resulting to the enforcement of the bid securing declaration under Sections 23.1(b), 34.2, 40.1 and 69.1, except 69.1(f), of the IRR of RA No. 9184; without prejudice to other legal action the government may undertake.
3. I/We understand that this Bid Securing Declaration shall cease to be valid on the following circumstances:
 - a. Upon expiration of the bid validity period, or any extension thereof pursuant to your request;
 - b. I am/we are declared ineligible or post-disqualified upon receipt of your notice to such effect, and (i) I/we failed to timely file a request for reconsideration or (ii) I/we filed a waiver to avail of said right; and
 - c. I am/we have declared the bidder with the Lowest Calculated Responsive Bid, and I/we have furnished the performance security and signed the Contract.

IN WITNESS WHEREOF, I/We have hereunto set my/our hand/s this ____ day of *[month]* *[year]* at *[place of execution]*.

[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]

[Insert signatory's legal capacity]

Affiant

[Jurat]

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

Sample Forms

SF-G&S-19A

Statement of All Ongoing Government and Private Contracts Including Contracts Awarded but not yet Started

Business Name : _____
Business Address : _____

Name of the Contract	Date of the Contract	Contract Duration	Owner's Name and Address	Kinds of Goods	Amount of Contract	Value of Outstanding Contracts	Date of Delivery
Government Contracts:							
1.							
2.							
Private Contracts:							
1.							
2.							
Total Amount:							

*Continue in a separate sheet if necessary.

Submitted by : _____
Signature over Printed Name of Authorized Representative

Date : _____

Note:

- ↓ If there is no ongoing contract including those awarded but not yet started, state none or equivalent term.
- ↓ The total amount of the ongoing and awarded but not yet started contracts should be consistent with those used in the Net Financial Contracting Capacity (NFCC).

**Statement of Single Largest Completed Contract (SLCC)
Similar in Nature to the Contract to be Bid**

Business Name : _____
 Business Address : _____

Name of the Contract	Date of the Contract	Contract Duration	Owner's Name and Address	Kinds of Goods	Amount of Contract	Date of Delivery

Submitted by : _____
 Signature over Printed Name of Authorized Representative

Date : _____

Note:

This statement shall be supported by ANY of the following:

- End User's Acceptance, or
- Official Receipt of the last payment received, or
- Sales Invoice

FINANCIAL DOCUMENTS FOR ELIGIBILITY CHECK

- A. Summary of the Applicant Supplier's/Distributor's/Manufacturer's assets and liabilities on the basis of the attached income tax return and audited financial statement, stamped "RECEIVED" by the Bureau of Internal Revenue or BIR authorized collecting agent, for the immediately preceding year and a certified copy of Schedule of Fixed Assets particularly the list of construction equipment.

		Year 20__
1.	Total Assets	
2.	Current Assets	
3.	Total Liabilities	
4.	Current Liabilities	
5.	Net Worth (1-3)	
6.	Net Working Capital (2-4)	

- B. The Net Financial Contracting Capacity (NFCC) based on the above data is computed as follows:
 NFCC = K (current asset – current liabilities) minus the value of all outstanding works under ongoing contracts including awarded contracts yet to be started

NFCC = P _____

$K = 15$

Submitted by:

 Name of Supplier / Distributor / Manufacturer

 Signature of Authorized Representative
 Date : _____

NOTE:

1. If Partnership or Joint Venture, each Partner or Member Firm of Joint Venture shall submit the above requirements.

Section X.

Procurement of BTC Extension Office Network System

SCHEDULE OF BIDDING ACTIVITIES*

No.	ACTIVITIES	SCHEDULE
1	Pre-Procurement Conference	21 November 2024
2	Advertisement/Posting of Invitation to Bid	22 November 2024
3	Issuance and Availability of Bidding Documents	22 November - 11 December 2024
4	Pre-Bid Conference	29 November 2024 1:00 PM
5	Deadline for Request for Clarification, if any	01 December 2024 5:00 PM
6	Deadline of Issuance of Last Supplemental/Bid Bulletin, if any	04 December 2024
7	Deadline of Submission and Receipt of Bids	9:00 AM, 11 December 2024
8	Opening of Bids	10:00 AM, 11 December 2024
9	Detailed Evaluation of Bids	12 December 2024
10	Determination of the Bidder with the Lowest Calculated Bid (LCB)	12 December 2024
11	Issuance of Notice for Post-Qualification to Bidder with LCB	12 December 2024
12	Post Qualification on the Bidder with LCB or succeeding LCB (if any)	13 December 2024 - 19 December 2024
13	Determination of the Bidder with the Lowest Calculated and Responsive Bid (LCRB) and issuance of BAC Resolution recommending LCRB	19 December 2024
14	Approval of BAC Resolution and Notice of Award*	23 December 2024
15	Issuance of Notice to Proceed and Contract Signing	January 2025

*Subject to change

Republic of the Philippines



Government Procurement Policy Board