

Name of the Procuring Entity:		Contract Reference No.: <b>J.O No. 038 ISRMU-2023-08-01</b>	
<b>FOOD TERMINAL, INC.</b>		Name of the Contract: <b>ACQUISITION OF I.T. EQUIPMENT FOR CY 2023</b>	
		Location of the Contract: <b>FTI ADMIN. BLDG.</b>	
<b>Checklist of Eligibility and Technical Requirements for the BAC</b>			
Contract:		<b>ACQUISITION OF I.T. EQUIPMENT FOR CY 2023</b>	
Bidder :			

**APPROVED BUDGET for the CONTRACT (ABC)  
P1,500,000.00 VAT inclusive**

**CHECKLIST OF REQUIREMENTS**

**FIRST ENVELOPE:**

IMP. OFC.	PROVISIONAL MEMBER	REGULAR MEMBER	REGULAR MEMBER	VICE- CHAIRMAN	CHAIRMAN
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**Initials of BAC Members if the document is included**

**A. ELIGIBILITY DOCUMENTS**

**CLASS "A" DOCUMENTS**

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Registration certificate from the Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for Cooperatives, or any proof of such registration;

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Valid and current Mayor’s permit/municipal license issued by the city or municipality where the principal place of business of the prospective bidder is located;

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Duly signed statement of all ongoing and similar completed\* government and private contracts within three (3) years from submission of bids, including contracts awarded but not yet started, if any. The statement shall include, for each contract, the following:

- name of the contract;
- date of the contract;
- kinds of goods;
- amount of contract and value of outstanding contracts;
- date of delivery;
- end user’s acceptance of official receipt(s) issued for the contract, if completed.

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Audited financial statement, showing, among others, the prospective 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;

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Duly signed computation of Net Financial Contracting Capacity (NFCC) using a factor of fifteen (15) or; Credit Line Certification (CLC) must be at least equal to 10% of the ABC.

*\*In relation to Section 23.5.2.5 of the Revised IRR of RA 9184*

CLASS "B" DOCUMENT/S

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If applicable, valid Joint Venture Agreement (JVA), in case the joint venture is already in existence. In the absence of a JVA, 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 shall be included in the bid.

B. TECHNICAL DOCUMENTS

REQUIRED BID SECURITY (in accordance with ITB Clause 18)

Form

- a. Cash, Cashier's/Manager's Check  
Bank Draft/Guarantee confirmed by  
a Universal/Commercial Bank

2% of ABC (P30,000.00)
- b. Surety Bond.

5% of ABC (P75,000.00)
- c. Bid Securing Declaration

Validity Period

120 calendar days from Bid opening

Form of Bid Security  
Company  
Number  
Official Receipt No.  
Validity Period  
Callable on Demand  
Bid Security Amount

Bid Security

( ) sufficient

( ) insufficient

Conformity with technical specifications, as enumerated and specified in Section VI and VII of the Bidding Documents;

Sworn statement in accordance with Section 25.2(b)(iv) of the Implementing Rules and Regulations (IRR) of RA 9184 and using the form prescribed in Section IX, Bidding Forms.

C. OTHER DOCUMENT/S REQUIRED

Corporate Secretary's Certificate of the person(s)/officer(s) authorized to transact for and in behalf of the company for corporations; or for single proprietorship, authorization from the proprietor or owner, whichever is applicable;

Proof that the contractor has been in the business for at least three (3) years;

Tax clearance per Executive Order 398, Series of 2005;

Proof of PhilGEPS accreditation (per PBD 28.2);

Latest Income and Business Tax Returns filed with the Bureau of Internal Revenue (per PBD 28.2);

Note: Any missing document in the above-mentioned checklist is a ground for outright rejection of the bid.

Remarks: ( ) Eligible ( ) Ineligible

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**GILVERT DELA CRUZ**  
*Project Proponent/ Provisional Member*

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**ANTHONY C. VICTORIO**  
*Regular Member*

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**ATTY. HENREY C. BENITEZ**  
*Regular Member*

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**HERMENEGILDO P. VILLARUEL JR.**  
*Vice- Chairperson*

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**KATHERINE MAY R. VILLARIZA**  
*Chairperson*

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IAU Observer

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COA Observer

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**SECOND ENVELOPE:**

Shall contain the following information/documents and shall be opened only if the bidder has complied with the requirements in the Eligibility and Technical Envelope.

IMP. OFC.	PROVISIONAL MEMBER	REGULAR MEMBER	REGULAR MEMBER	VICE-CHAIRMAN	CHAIRMAN
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*Initials of BAC Members if the document is included*

**AMOUNT OF BID:**

<b>IN WORDS:</b>        	<b>IN FIGURES: in Philippine Peso</b>        
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*Project Proponent/ Provisional Member*

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*Regular Member*

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