

Bid Data Sheet

ITB Clause	
1.1	<p>The Procuring Entity is:</p> <p style="text-align: center;">SOUTHERN LEYTE STATE UNIVERSITY</p> <p>The name of the Contract is:</p> <p style="text-align: center;">Procurement of three (3) Units Brand New Motor Vehicles</p> <p>The identification number of the Contract is: PB-2017-G-03</p>
1.2	<p>The lot(s) and reference is/are:</p>
2	<p>The Funding Source is:</p> <p>The Government of the Philippines (GOP) through Income of 2016 in the amount of Three Million Nine Hundred Forty-Five Thousand Pesos Only (₱3,945,000.00).</p> <p>The name of the Project is:</p> <p style="text-align: center;">Procurement of Three (3) Brand New Motor Vehicles</p>
3.1	<p>No further instructions.</p>
5.1	<p>No further instructions.</p>
5.2	<p>Not applicable.</p>
5.4	<p>The Bidder must have completed, within five (5) years as specified in the Invitation to Bid and ITB Clause, a single contract that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC.</p> <p>No further instructions.</p>
7	<p>No further instructions.</p>
8.1	<p>Subcontracting is not allowed.</p>
8.2	<p>Not applicable.</p>
9.1	<p>The Procuring Entity will hold a pre-bid conference for this Project on May 04, 2017 at 1:00 PM.</p>
10.1	<p>The Procuring Entity's address is:</p> <p style="text-align: center;">SOUTHERN LEYTE STATE UNIVERSITY 6606 Sogod, Southern Leyte</p> <p>Contact Person: Ma. Delia Ong-Manca/Nestnie D. Honrada</p>

	<p>Contact # : 053-382-3197 Email address: deliaong78@gmail.com. / nestnie.honrada@gmail.com.</p>
<p>12.1(a)</p>	<p>I. ELIGIBILITY DOCUMENTS: Class “A” documents:</p> <p>I. <i>Legal Eligibility Documents:</i></p> <p>(i) SEC/DTI Registration;</p> <p>(ii) Valid & Current Mayor’s Permit/ Municipal Licenses–CY 2016</p> <p>(iii) Valid Tax Clearance</p> <p>II. <i>Technical Eligibility Documents:</i></p> <p>(iv) (a) Statement of all ongoing government and private contracts shall include all such contracts within the year 2011 to present, prior to the deadline for the submission and receipts of bid, 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</p> <p>(b) Statement identifying the bidder’s single largest completed contract similar to the contract to be bid within the year 2011 to present, except under conditions provided in Sec. 23.5.1.3 of the IRR (<i>Reference: GPPB Res. No. 16-2014</i>).</p> <p>The statement shall include, for each contract, the following:</p> <p>(iv.1) name of the contract;</p> <p>(iv.2) date of the contract;</p> <p>(iv.3) kinds of Goods;</p> <p>(iv.4) amount of contract and value of outstanding contracts;</p> <p>(iv.5) date of delivery; and</p> <p>(iv.6) end user’s acceptance or official receipt(s) issued for the contract, if completed.</p> <p>III. <i>Financial Eligibility Documents:</i></p> <p>(i) The Prospective bidder’s audited Financial Statement for the year 2015, stamped “<i>received</i>” by the BIR or its duly accredited and authorized institutions showing, among others, the prospective bidder’s total and current assets and liabilities</p> <p>(ii) The prospective bidder’s computation for its Net Financial Contracting Capacity (NFCC) which must be at least equal to the Approved Budget for the Contract (ABC).</p> <p><u>Class “B” Document:</u></p> <p>(vii) Valid joint venture agreement, in case of a joint venture.</p>

12.1(a)(i)	No other acceptable proof of registration is recognized.
12.1(a)(iii)	The statement of all ongoing and completed government and private contracts shall include all such contracts within the period from year 2012 to present, prior to the deadline for the submission and receipt of bids.
12.1(b)(iii)	<p>Sworn statement by the prospective bidder or its duly authorized representative as to the following:</p> <ol style="list-style-type: none"> (1) Name, address and designation of authorized representative (2) It is not “blacklisted” or barred from bidding by the GOP or any of its agencies, offices, corporations, or LGUs, including foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the GPPB; (3) The signatory is the duly authorized representative of the prospective bidder, and granted full power and authority to do, execute and perform any and all acts necessary and/or to represent the prospective bidder in the bidding, with the duly notarized Secretary’s Certificate attesting to such fact, if the prospective bidder is a corporation, partnership, cooperative, or joint venture;(See attached Sample Form Nos.- SF-GOOD-35/ SF-GOOD -36) <ol style="list-style-type: none"> (a) Authority of Signatory - Special Power of Attorney [] (b) Authority of Signatory - Secretary’s Certificate [] (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) It is authorizing the Head of the Procuring Entity or his duly authorized representative/s to verify all the documents submitted; (6) Statement of compliance with the disclosure provision under Section 47 of RA 9184 (Disclosure of Relations) in relation to other provisions of R.A. 3019. (7) It complies with existing labor laws and standards. (8) It complies with the responsibilities of a prospective or eligible bidder provided in the PBDs, such as: <ol style="list-style-type: none"> a. Carefully examined all of the bidding documents; b. Acknowledged all conditions, local or otherwise, affecting the implementation of the Contract; c. Made an estimate of the facilities available and needed for the contract to be bid, if any, and; d. Inquired or secured Supplemental/Bid Bulletin(s) issued for the project. (9) It 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.
13.1	<p>The Financial Component shall contain the following:</p> <p style="text-align: center;">SLSU BID FORM NO. 2 – Financial Proposal and undertaking of the supplier/s.</p>
13.1(b)	No further instructions.
13.1(c)	No additional requirements.
13.2	The ABC is Three Million Nine Hundred Forty-Five Thousand Pesos (₱3,945,000.00) . Any bid with a financial component exceeding this amount shall not be accepted.

15.4(a)(iii)	<p>The Supplier is required to provide all the following services, including additional services, if any, specified in Section VI. Schedule of Requirements:</p> <ul style="list-style-type: none"> (a) The Supplier shall provide three (3) years LTO registration, tint on all windows and rust proof; (b) performance or supervision of on-site assembly and/or start-up of the supplied Goods; (c) furnishing of tools required for assembly and/or maintenance of the supplied Goods; (d) furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied Goods; (e) 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.
15.4(b)	Not applicable.
16.1(b)	Not applicable.
16.3	Not applicable.
17.1	Bids will be valid until September 13, 2017 .
18.1	<p>The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts:</p> <ol style="list-style-type: none"> 1. The amount of not less than ₱78,900.00 <i>[Insert 2% of ABC]</i>, if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or 2. The amount of not less than ₱197,250.00 <i>[Insert 5% of ABC]</i> if bid security is in Surety Bond.
18.2	The bid security shall be valid until September 13, 2017 .
20.3	<p>Each Bidder shall submit one (1) original and two (2) copies of the first and second components of its bid.</p> <p>For authentication purposes, all pages of the Bidding Documents submitted should be certified by the authorized signatory of the participating Bidder/Company.</p> <p>A. First Envelope shall contain the first component (Eligibility and Technical Components) (Please see Checklist of Eligibility Documents);</p> <p>B. Second Envelope shall contain the second component (Financial Component) listed in BDS 13.1.</p> <p>Note: The First Envelope and Second Envelope should be properly marked and sealed as "ORIGINAL -ELIGIBILITY AND TECHNICAL COMPONENT" AND ORIGINAL-FINANCIAL COMPONENT", respectively, to avoid confusion and both shall be placed inside one big sealed envelope.</p>

	<p>The Bidder shall also submit another two (2) sets of the First Envelope and Second Envelope which shall be similarly sealed, with markings on the inner envelopes as “COPY NO. 1 & 2– ELIGIBILITY AND TECHNICAL COMPONENT” AND “COPY NO. 1 & 2 – FINANCIAL COMPONENT”)</p> <p>The Bidders are also reminded to put proper tabulation on each eligibility and technical documents and to use the prescribed forms as provided under Section VIII –Sample Forms hereof. Each Bidder shall submit one (1) original and two (2) copies of the first and second components of its bid.</p>
21	<p>The address for submission of bids is:</p> <p style="text-align: center;">Office of the Bids & Awards Committee Administration Bldg., SLSU– Sogod Campus 6606 Sogod, Southern Leyte</p> <p>The deadline for submission of bids is: May 16, 2017 at 1:00 PM.</p>
24.1	<p>The place of bid opening is:</p> <p style="text-align: center;">Office of the Bids & Awards Committee Administration Bldg., SLSU– Sogod Campus 6606 Sogod, Southern Leyte</p> <p>The date and time of bid opening is May 16, 2017 at 1:00 PM.</p>
24.2	No further instructions.
24.3	No further instructions.
27.1	No further instructions.
28.3 (a)	<p>Grouping and Evaluation of Lots –</p> <p><i>Lots should be formed of similar items that are likely to attract the maximum competition. A lot is the quantity and number of items that will be included in a single contract. For example:</i></p> <p><i>Option 1 – Each item to be evaluated and compared with other Bids separately and recommended for contract award separately.</i></p> <p><i>Option 2 - All items to be grouped together to form one complete Lot that will be awarded to one Bidder to form one complete contract.</i></p> <p><i>Option 3 - Similar items, to be grouped together to form several lots that shall be evaluated and awarded as separate contracts.</i></p> <p><i>Select one of the following paragraphs, delete the other.</i></p>

	Partial bid is not allowed. The goods are grouped in a single lot and the lot shall not be divided into sub-lots for the purpose of bidding, evaluation, and contract award.
28.4	No further instructions.
29.2	<p>List of licenses and permits relevant to the Project and the corresponding law requiring it.</p> <p>a. Eligibility Documents:</p> <p>(i) SEC/DTI Registration;</p> <p>(ii) Valid & Current Mayor’s Permit/ Municipal Licenses–Year 2017;</p> <p>(iii) Valid Tax Clearance per Executive Order 398, Series of 2005;</p> <p>b. Post-qualification Documents:</p> <p>(i) Certificate of VAT Registration;</p> <p>(ii) Proof of enrollment in the Electronic Filing and Payments System (EFPS);</p> <p>(iii) Latest income and business tax returns;</p> <p>(iv) Certificate of PhilGEPS Registration;</p> <p>(v) General Information Sheet for CY 2016 or 2017 (for corporation);</p> <p>(vi) Company Profile and List of Clients.</p>
32.4(f)	No further instructions.

