

# **PHILIPPINE BIDDING DOCUMENTS**

(As Harmonized with Development Partners)

## **PROCUREMENT OF SUPPLY AND DELIVERY OF VARIOUS ICT EQUIPMENT, ANTI-VIRUS AND MS WINDOWS OPERATING SYSTEM**

**Government of the Republic of the Philippines**

**PHILIPPINE STATISTICS AUTHORITY**

Quezon City, Philippines

**PUBLIC BIDDING NO. 2020-14**

**Sixth Edition**

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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.



## INVITATION TO BID FOR THE PROCUREMENT OF SUPPLY AND DELIVERY OF VARIOUS ICT EQUIPMENT, ANTI-VIRUS AND MS WINDOWS OPERATING SYSTEM

- The Philippine Statistics Authority (PSA), through the 2020 General Appropriations Act<sup>1</sup> intends to apply the sum of **Thirty-Two Million Four Hundred Ninety Thousand Pesos (P 32,490,000.00)** being the total Approved Budget for the Contract (ABC) to payments under the contract for the **Supply and Delivery of Various ICT Equipment, Anti-virus and MS Windows Operating System**. Bids received in excess of the ABC shall be automatically rejected at bid opening.

<i>Lot No.</i>	<i>Quantity</i>	<i>Item Description</i>	<i>Approved Budget for the Contract (in Php)</i>
		Supply and Delivery of Various Software and Printing Devices	
LOT 1	2000	Anti-virus (End -point Security)	2,000,000.00
LOT 2	20	Server (Tower)	10,000,000.00
LOT 3	1 lot	Supply, Delivery, Installation, Configuration and Maintenance of Storage Area Network (SAN) Appliance to Augment the Existing PSA SAN	12,000,000.00
LOT 4	479	Microsoft Windows OS	2,395,000.00
LOT 5		Various Printing Devices	6,095,000.00
	2	Line Printer	
	94	Laser Printer; LAN Color	
	200	Printer	
	79	Laser Printer; LAN Monochrome	
	20	Mobile Printer	
	20	Color Inkjet Printer	
		<b>TOTAL</b>	<b>32,490,000.00</b>

<sup>1</sup> In the case of National Government Agencies, the General Appropriations Act and/or continuing appropriations; in the case of GOCCs, GFIs, and SUCs, the Corporate Budget for the contract approved by the governing Boards; in the case of (LGUs, the Budget for the contract approved by the respective *Sanggunian*. (Section 5(a), R.A. 9184)

2. The Philippine Statistics Authority (PSA) now invites bids for the above Procurement Project. Delivery of the Goods is required **forty-five (45) calendar days** upon receipt of Notice to Proceed. Bidders should have completed the following contracts:

For lots 2,3 and 5, bidders should have completed, within last three (3) years from the date of submission and receipt of bids, a contract similar to the Project.

For Lots 1 and 4, bidders should have completed a similar contract within the last five (5) years from the date of submission and receipt of bids.

The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).

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

Bidding is restricted to Filipino citizens/sole 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 5183.

4. Prospective Bidders may obtain further information from the Philippine Statistics Authority (PSA) and inspect the Bidding Documents at the address given below during working hours from 8AM – 5PM weekdays except holidays.

PSA BAC Secretariat  
11<sup>th</sup> floor, Cyberpod Centris One, Eton Centris  
EDSA corner Quezon Avenue, Quezon City

5. A complete set of Bidding Documents may be acquired by interested Bidders **starting on 30 October 2020** from the given address below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the following amounts:

<i><b>Lot No.</b></i>	<i><b>Item Description</b></i>	<i><b>Approved Budget for the Contract (in Php)</b></i>	<i><b>Price of Bidding Documents (in Php)</b></i>
	<del>Supply and Delivery of Various Software and Printing Devices</del>		
Lot 1	Anti-virus (End -point Security)	2,000,000.00	<b>5,000.00</b>
Lot 2	Server (Tower)	10,000,000.00	<b>10,000.00</b>
Lot 3	Supply, Delivery, Installation, Configuration and maintenance of Storage Area Network (SAN) Appliance to Augment the Existing PSA SAN	12,000,000.00	<b>25,000.00</b>
Lot 4	Microsoft Windows OS	2,395,000.00	<b>5,000.00</b>

Lot 5	Various Printing Devices	6,095,000.00	<b>10,000.00</b>
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The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person. The Bidding Documents shall be received personally by the prospective bidder or his duly authorized representative upon presentation of proper identification documents.

6. The PSA-BAC will hold a Pre-Bid Conference on **09 November 2020, 2:00PM at 17<sup>th</sup> Floor, Cyberpod Centris Three, Eton Centris, EDSA corner Quezon Avenue, Quezon City**, 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 **23 November 2020, 11:00 A.M.** 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 on **23 November 2020, 2:00P.M. at 17<sup>th</sup> Floor, Cyberpod Centris Three, Eton Centris, EDSA corner Quezon Avenue, Quezon City**. Bids will be opened in the presence of the bidders' representatives who choose to attend at the address below. Late bids shall not be accepted.
10. The PSA 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:

**Mr. Joseph P. Cajita**  
Chair, BAC Secretariat  
PSA Bids and Awards Committee  
11<sup>th</sup> Floor, Cyberpod Centris One, Eton Centris  
EDSA corner Quezon Avenue, Quezon City  
Tel. No. : (02) 374-8270

12. You may visit the following websites:

For downloading of Bidding Documents:  
[www.psa.gov.ph](http://www.psa.gov.ph) or <https://procurement.psa.gov.ph/>

(SGD)  
**MINERVA ELOISA P. ESQUIVIAS**  
Chairperson, PSA Bids and 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, Philippine Statistics Authority wishes to receive Bids for the Procurement of **Supply and Delivery of Various ICT Equipment, Anti-virus and MS Windows Operating System**, with identification number PB 2020-14.

The Procurement Project (referred to herein as “Project”) is composed of Lot 1 to Lot 6, 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 the year 2020:

<i>Lot No.</i>	<i>Item Description</i>	<i>Approved Budget for the Contract (in Php)</i>
	Supply and Delivery of Various Software and Printing Devices	
Lot 1	Anti-virus (End -point Security)	2,000,000.00
Lot 2	Server (Tower)	10,000,000.00
Lot 3	Supply, Delivery, Installation, Configuration and maintenance of Storage Area Network (SAN) Appliance to Augment the Existing PSA SAN	12,000,000.00
Lot 4	Microsoft Windows OS	2,395,000.00
Lot 5	Various Printing Devices	6,095,000.00
	<b>TOTAL</b>	<b>32,490,000.00</b>

2.2. The source of funding is 2020 General Appropriations Act.

## 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:

The Bidder must have completed a single contract that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC.

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

#### **6. Origin of Goods**

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

#### **7. Subcontracts**

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

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

#### **8. Pre-Bid Conference**

The Procuring Entity will hold a pre-bid conference for this Project on the specified date and time and either at its physical address and/or through videoconferencing/webcasting} as indicated in paragraph 6 of the **IB**.

#### **9. Clarification and Amendment of Bidding Documents**

Prospective bidders may request for clarification on and/or interpretation of any part of the Bidding Documents. Such requests must be in writing and received by the

Procuring Entity, either at its given address or through electronic mail indicated in the **IB**, at least ten (10) calendar days before the deadline set for the submission and receipt of Bids.

## **10. Documents comprising the Bid: Eligibility and Technical Components**

10.1. The first envelope shall contain the eligibility and technical documents of the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.

10.2. The Bidder's SLCC as indicated in **ITB** Clause 5.3 should have been completed the following contracts for:

For lots 2,3 and 5, bidders should have completed, within last three (3) years from the date of submission and receipt of bids, a contract similar to the Project.

For Lots 1 and 4, bidders should have completed a similar contract within the last five (5) years from the date of 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

5.1. 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 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 Declaration<sup>2</sup> 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 *120 calendar days* from the date of 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.

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<sup>2</sup> 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.

## 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 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 15 shall be submitted for each lot or item separately.
- 19.3. The descriptions of the lots or items shall be indicated in **Section VII (Technical Specifications)**, although the ABCs of these lots or items are indicated in the **BDS** for purposes of the NFCC computation pursuant to Section 23.4.2.6 of the 2016 revised IRR of RA No. 9184. The NFCC must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder.
- 19.4. The Project shall be awarded as follows:

One Project having several items grouped into several lots, which shall be awarded as separate contracts per lot.
- 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	<p>For this purpose, contracts similar to the Project shall be:</p> <table><tr><th><i>Lot No.</i></th><th><i>Similar Contract/s</i></th></tr><tr><td>Lot 1 and 4</td><td>Supply and Delivery of any Productivity Software (e.g. Word Processing, Desktop Publishing, Page Layout, Graphics, or Web Publishing).</td></tr><tr><td>Lot 2,3 and 5</td><td>Supply and Delivery of Various ICT equipment (e.g. Projectors, LED Monitors, Scanners, Desktop, Laptops, Rack mounted Server)</td></tr></table> <p>For lots 2,3 and 5, bidders should have completed, within last three (3) years from the date of submission and receipt of bids, a contract similar to the Project.</p> <p>For Lots 1 and 4, bidders should have completed a similar contract within the last five (5) years from the date of submission and receipt of bids.</p>	<i>Lot No.</i>	<i>Similar Contract/s</i>	Lot 1 and 4	Supply and Delivery of any Productivity Software (e.g. Word Processing, Desktop Publishing, Page Layout, Graphics, or Web Publishing).	Lot 2,3 and 5	Supply and Delivery of Various ICT equipment (e.g. Projectors, LED Monitors, Scanners, Desktop, Laptops, Rack mounted Server)																																				
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7.1	The Procuring Entity has prescribed that <b>subcontracting is not allowed.</b>																																										
12	The price of the Goods shall be quoted DDP in the Philippines or the applicable International Commercial Terms (INCOTERMS) for this Project.																																										
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> <table><tr><td colspan="3">If bid security is in cash, cashier’s/manager’s check, bank draft/guarantee or irrevocable letter of credit, 2% of the Approved Budget of the Contract should be submitted:</td></tr><tr><th><i>Lot No.</i></th><th><i>Approved Budget for the Contract (in Php)</i></th><th><i>2% of the ABC (in Php)</i></th></tr><tr><td>Lot 1</td><td>2,000,000.00</td><td>40,000.00</td></tr><tr><td>Lot 2</td><td>10,000,000.00</td><td>200,000.00</td></tr><tr><td>Lot 3</td><td>12,000,000.00</td><td>240,000.00</td></tr><tr><td>Lot 4</td><td>2,395,000.00</td><td>47,900.00</td></tr><tr><td>Lot 5</td><td>6,095,000.00</td><td>121,900.00</td></tr></table> <table><tr><td colspan="3">if bid security is in Surety Bond, 5% of the Approved Budget of the Contract should be submitted:</td></tr><tr><th><i>Lot No.</i></th><th><i>Approved Budget for the Contract (in Php)</i></th><th><i>5% of the ABC (in Php)</i></th></tr><tr><td>Lot 1</td><td>2,000,000.00</td><td>100,000.00</td></tr><tr><td>Lot 2</td><td>10,000,000.00</td><td>500,000.00</td></tr><tr><td>Lot 3</td><td>12,000,000.00</td><td>600,000.00</td></tr><tr><td>Lot 4</td><td>2,395,000.00</td><td>119,750.00</td></tr><tr><td>Lot 5</td><td>6,095,000.00</td><td>304,750.00</td></tr></table>	If bid security is in cash, cashier’s/manager’s check, bank draft/guarantee or irrevocable letter of credit, 2% of the Approved Budget of the Contract should be submitted:			<i>Lot No.</i>	<i>Approved Budget for the Contract (in Php)</i>	<i>2% of the ABC (in Php)</i>	Lot 1	2,000,000.00	40,000.00	Lot 2	10,000,000.00	200,000.00	Lot 3	12,000,000.00	240,000.00	Lot 4	2,395,000.00	47,900.00	Lot 5	6,095,000.00	121,900.00	if bid security is in Surety Bond, 5% of the Approved Budget of the Contract should be submitted:			<i>Lot No.</i>	<i>Approved Budget for the Contract (in Php)</i>	<i>5% of the ABC (in Php)</i>	Lot 1	2,000,000.00	100,000.00	Lot 2	10,000,000.00	500,000.00	Lot 3	12,000,000.00	600,000.00	Lot 4	2,395,000.00	119,750.00	Lot 5	6,095,000.00	304,750.00
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19.3	The Project will be awarded by Lot.
20.2	No further instructions.
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 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 IV (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***

### **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	
1	<p><b>Delivery and Documents –</b></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><i>For Goods supplied from within the Philippines, state:</i> “The delivery terms applicable to this Contract are delivered at PSA Complex, East Avenue, Q.C. Risk and title will pass from the Supplier to the Procuring Entity upon receipt and final acceptance of the Goods at their final destination.”</p> <p>Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in Section VI (Schedule of Requirements).</p> <p>For purposes of this Clause the Procuring Entity’s Representative at the Project Site is Mr. Noel G. Perez.</p> <p><b>Incidental Services –</b></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> <ul style="list-style-type: none"> <li>a. performance or supervision of on-site assembly and/or start-up of the supplied Goods;</li> <li>b. furnishing of tools required for assembly and/or maintenance of the supplied Goods;</li> <li>c. furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied Goods;</li> <li>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</li> <li>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.</li> </ul> <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><b>Transportation –</b></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><b>Intellectual Property Rights –</b></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	<p>The terms of payment shall be as follows: Monthly payment based on monthly billing statement.</p>
4	<p>The inspections and tests that will be conducted are:</p> <p>Upon delivery, the Goods shall undergo preliminary physical inspection by the Inspection Team of the Procuring Entity to ascertain the physical condition and acceptability of the Goods.</p> <p>The supplier shall promptly replace the equivalent quantity of Goods taken as samples without cost to the Procuring Entity.</p>

## ***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.

<b>Item Number</b>	<b>Description</b>	<b>Quantity</b>	<b>Delivered, Weeks/Months</b>
	Procurement for the Supply and Delivery of Various ICT Equipment and Adobe Software		Delivery of Goods is required within forty-five (45) calendar days upon receipt of Notice to Proceed.
<b>LOT 1</b>	<b>Anti-virus (End-point Security)</b>	2000	
<b>LOT 2</b>	<b>Server (Tower)</b>	20	
<b>LOT 3</b>	<b>Supply, Delivery, Installation, Configuration and maintenance of Storage Area Network (SAN) Appliance to Augment the Existing PSA SAN</b>	1 Lot	
<b>LOT 4</b>	<b>Microsoft Windows OS</b> Microsoft Windows Pro 64 Bit	479	
<b>LOT 5</b>	<b>Printing Devices</b> Line Printer Laser Printer; LAN Color Printer Laser Printer; LAN Monochrome Mobile Printer Inkjet Printer, Color	2 94 200 79 20 20	

## ***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

Item	Specification	Statement of Compliance
		<p>Bidders must state here either “Comply” or “Not Comply” against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of “Comply” or “Not Comply” must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer’s un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidders statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the</p>

		Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the provisions of <b>ITB</b> Clause 3.1(a)(ii) and/or GCC Clause 2.1(a)(ii)
<b>Lot 1</b>	<b>Anti-virus (Endpoint Security)</b>	
	Endpoint protection Features	<i>Anti-Spam</i> <i>cloud Based Scanning</i> <i>Device Monitoring</i> <i>Endpoint Firewall</i> <i>IPS/IDS</i> <i>Malware Protection</i> <i>Safe Browsing</i>
	Management Option	<i>Application Control</i> <i>Granular Security</i> <i>USB Device Access Control</i> <i>Web Device Access control</i>
	Supported Server platforms	<i>Windows Server</i> <i>Windows Hyper-V</i> <i>Novell Netware</i> <i>Red Hat Enterprise Linux</i> <i>Fedora, Centos, Ubuntu</i> <i>SUSE Linux Enterprise 1</i> <i>Novell Open Enterprise Server, FreeBSD</i> <i>Debian GNU/Linux</i> <i>Suse Linux Enterprise Server</i>
<b>Lot 2</b>	<b>Server (Tower)</b>	
	<b>Specification</b>	
	Intel Xeon E-2224G 4C 3.sch.7 IW Processor	
	4 x 32gb TruDDR4 2665Mhz ECC UOIMM	
	4 X 4TB 3.5'7.2X SAS 1 zcb Hot swap 512nHDD	
	2 x rt80c8 3.5'SSD HOT SWAP HDD	
	2 x 550w Platinum Hot swap Power Supply	
	4 x TGB Network communication	
	21.5" LCD MONITOR with USB Keyboard and Mouse	



	RAID 5 Configured	
	<b>Security and Management Features:</b>	
	Allows preventive actions in advance of possible failure, thereby increasing server uptime and application availability with Proactive Platform Alerts (including PFA and Smart alerts) for. memory, internal storage (SAS and SSD, NNMe SSos, M.2 SSos), RAID controllers, and server ambient and sub-component temperature	
	The System Management Capable of Remotely accessing the server using the keyboard and mouse, Capturing blue-screen error Bool Capture, Remote mounting of CD (ISO) as virtual drive and Power capping	
	<b>Warranty</b>	
	Three (3) Years on parts and services on site. 24/7, and 4hrs response time Including keep your Hard Drive and Nationwide support	
Lot 3	<b>Supply, Delivery, Installation, Configuration and maintenance of Storage Area Network (SAN) Appliance to Augment the Existing PSA SAN</b>	
	Proposed upgrade SAN solution must be fully compatible with existing SAN storage.	
	Implementation of upgrade must be through virtualization to reuse existing SAN capacity for both production and disaster (DR) sites.	
	Winning bidder must conduct Project Management Planning and Kick Off before actual implementation	
	Winning bidder must provide refresher training for PSA	
	Winning bidder must provide documentation for the upgrade SAN solution	
	SAN upgrade solution must offer complete system redundancy	
	<b>Specifications (for each Data Center Sites – Central Office Data Center and Disaster Recovery Site)</b>	
	At least 109TB Raw Storage	
	At least 87TB Usable (Base2)	
	1.2TB SFF HDD Raid 5 7D+1P Array Group	
	1.2 TB (10K)SFF Spare Drive (2.5")	
	Drive Chassis – SFF (Supports 24 x 2.5" Drives)	
	Host I/O Module FC 16/32G 4 Ports	
	Host I/O Module iSCSI 10Gbps SFP 2 Ports	
	Power Cable 250VAC 10A IEC320-C14 (2 power cable per box)	
	<b>Features: (for each site)</b>	
	Proposed SAN Storage upgrade solution shall provide at minimum 87TB additional usable capacity at each data center (DC) sites (HO and DR) of PSA, with three-year warranty.	

	PSA's existing SAN storage solution must continue to serve as a single storage platform for connectivity with PSA' heterogeneous host environments.	
	The consolidated single system must also be managed by single management technology.	
	Solution must include any configuration and implementation of remote replication of data from DC1 to DC2 and/or vice versa leveraging the proposed Storage solution, for PSA systems' IT disaster recovery needs.	
	The proposed SAN storage solution must have maximum availability and redundancy architecture to ensure continuous availability with no downtime and no single points of failure (SPOF).	
	The upgraded, consolidated environment must also be monitored proactively by the same single monitoring tool that's deployed at PSA SAN storage system, to detect any errors/issues for immediate support needs.	
	Proposed SAN storage upgrade solution must include all required software licenses for replication of data from DC1 to DC2 aligning to PSA needs.	
	Proposed SAN Storage solution upgrade components must come with 100% data availability guarantee.	
	SAN storage solution has built-in virtualization capabilities.	
	Proposed Storage Upgrade solution must include any required storage replication software, licenses at no additional cost to PSA	
	Proposed Storage Upgrade solution must include At least 128GB of Dual In-line Cache Memory	
	Proposed Storage Upgrade solution must include At least 12 x 16Gb FC Ports	
	Proposed Storage Upgrade solution must include At least 6 x 10Gb iSCSI Ports	
	Proposed Storage Upgrade solution must be of enterprise Class Storage System with usable storage comprising of at least 87TB usable using SAS10K disk in RAID 5 configuration	
	Proposed Storage Upgrade solution Requires hot spares for each disk types for redundancy	
	Proposed Storage Upgrade solution must come with Unlimited Snapshot/Clone License	
	The proposed Storage upgrade solution shall also come with native ability to virtualize any external SAN storage.	
	The proposed SAN storage solution must be interoperable with third party SAN fibre channel director or switches and Host Bust Adapter (HBA).	
	The proposed SAN storage solution write cache must be mirrored for highest data integrity and availability.	
	The proposed upgrade SAN storage solution must have fully redundant, hot-swappable components and non-disruptive subsystem microcode updates for all mainstream platforms.	

	The proposed SAN storage solution must support non-disruptive firmware upgrades/downgrades.	
	The storage system shall support fiber channel (FC) and internet Small Computer System Interface (iSCSI) protocols.	
	The proposed upgrade SAN storage solution must be scalable internally within a single subsystem and support max # of LUNs to 16,384	
	The proposed SAN storage solution must be protected against disk drive error and failure by enhanced RAID technologies and error correction and sparing.	
	The proposed SAN storage solution must be capable of allocating virtual storage to an application based on their anticipated future needs but with fewer physical disks actually installed. Additional physical disks can be purchased later and installed transparently without any service interruption to the application.	
	The proposed SAN storage solution must have fully redundant power supply.	
	<b>Vendor Qualification</b>	
	Vendor must be at least a Premier Partner of proposed product/ solution. Bidder must submit a Certification from the manufacturer stating Premier Partnership.	
	The proposed SAN solution must cater for support services 24x 7 basis, with support personnel trained and certified to ensure minimal disruption to the operations in the event of failure.	
	<p>Due to the complexity of the project, bidder should have at least 3 manufacturer certified engineers of the proposed brand</p> <p>Photocopy of valid certification, resume and company ID should be part of the submittal; Certified engineer should be with the bidder a year before the bid opening. PSA shall validate the veracity of the submitted documents and may conduct, at its option a visit to bidder's HRD office.</p> <p>- Two (2) Manufacturer Certified Storage Engineer - One (1) Manufacturer Certified Data Center Operations Specialist</p>	
	Bidder must utilize experienced and trained technical support engineers under its direct employment and supervision in rendering the required services.	
	The bidder is required to provide a list of support personnel with detailed resume on experience and training	
	<b>WARRANTY SERVICES</b>	
	Three (3) years 24 x7 Product and Services Warranty including holidays	
	One (1) hour Phone Response time and Two (2) to Three (3) hours Technical Engineer Onsite Response Time	
	24/7 Phone Consultation	

	Must have Hotline Service Support System for PSA technical request. Hotline Service Support system will provide ticket for each technical request or issues and will provide continues status and report until the resolution. Service desk must be available 24x7 including Saturday, Sunday and holidays.	
	<b>DELIVERY OF SERVICES and TRAINING</b>	
	<p>Bidder must conduct Project Management Planning. Hence, the bidder must assigned one (1) certified and experienced Project Manager who will handle the project.</p> <p>Note: Photocopy of valid Project Management Certification, resume and company ID should be part of the submittal, Certified Project Manager should be with the bidder a year before the bid opening</p>	
	Bidder must conduct on Site / Virtual Knowledge Transfer Training for the proposed solution to PSA nominated personnel	
	<b>OTHERS</b>	
	Bidder should submit Bill of Materials enumerating all the proposed equipment indicating brand model, description and quantity	
<b>Lot 4</b>	Microsoft Windows OS	
Item 1	Microsoft Windows Pro 64Bit	
<b>Lot 5</b>	<b>Various Printing Devices</b>	
Item 1	Line Printer	
	Specification	
	Models / Print Speeds (lines/minute)	<i>P8P05: 500 lpm, P8P10: 1000lpm</i>
	Connectivity	<i>Standard :USB 2.0, Serial RS-232, Ethernet 10/100BaseT</i>
	Character Pitch (character per inch)	<i>10,12,13.3,15,16.7,17.1,18,20</i>
	Line Spacing (lines per inch)	<i>6,8,9,10.3, n/72, n/216</i>
	Graphics Resolution	<i>120 dpi Horizontal, 144 Vertical (max)</i>
	Dot Size	<i>16.7 mil (.42mm)</i>
	Emulations	<i>Standard: LP+ (Printonix P-series, P-Series XQ, Serial Matrix , IBM ProPrinter III XL , Epson FX-1050) ANSI, PCL 2, TN5250/TN3270, Graphics Emulation PGL &amp; VGL</i>

	Character Sets	<i>99 plus characters including ECMA Latin 1, DEC Multinational, IBM Code Page 437 and 850, ORC A, ORC B</i>
	Printer Drivers	<i>Windows XP, 7, 8, 10; Windows Server 2003, 2008/R2, 2012, 2016; Linux/UNIX; SAP</i>
	Power Voltage	<i>AC input range 100-240 VAC, 50/60 HZ</i>
	Power Consumption (typical)	<i>P8P05 320 watts, P8P10 320 watts</i>
	Power Consumption (Standby)	<i>5 watts</i>
	Operating Temperature	<i>Environmental Operating Temperature 50° to 104°F, 10° -40°C</i>
	Paper Type	<i>Continuous, fan-folded, edge-perforation</i>
	Print Width	<i>345mm</i>
	Media Copies	<i>Up to 6 part</i>
	Media Length	<i>76mm to 305mm</i>
	Media Thickness Multi-Part	<i>0.64mm</i>
	Media Width	<i>76mm to 432mm</i>
	Media Weight Single Ply	<i>15 lb. Bond to 100lb. Tag (56 to 163 gm/M2)</i>
	MTBF	<i>10,000 hours at 25% duty cycle and 25% page density</i>
	Consumable/Ribbons	<i>Standard Life Cartridge Ribbon: 17,000 Extended Life Cartridge Ribbon: 30,000 pages</i>
Item 2	Laser Printer, LAN Color	
	Specification	
	Printer Type	<i>LED</i>
	PRINT METHOD:	<i>Electrophotographic LED Printer (single-pass)</i>
	Memory Capacity (Standard): 64 MB   128 MB	<i>64 MB   128 MB</i>
	LCD (liquid crystal display):	<i>16 characters x 1 line</i>
	Power Source:	<i>220 - 240 V AC 50/60 Hz</i>
	Power Consumption (Average):	

Peak	<i>Approx. 1152 W</i>
Printing	<i>Approx. 335 W at 25°C</i> <i>Approx. 380 W at 25°C</i>
Ready	<i>Approx. 60 W at 25°C</i>
Sleep	<i>Approx. 6.5 W</i>
Deep Sleep	<i>Approx. 0.57 W</i>
Power Off	<i>Approx. 0.05 W</i>
Dimensions (W x D x H): 410 x 465 x 240 mm	<i>410 x 465 x 240 mm</i>
Weights (with consumables)	<i>18.4 kg</i>
Noise Level	
Printing	<i>L<sub>pam</sub> = 53.0 dB (A)</i>
Ready	<i>L<sub>pam</sub> = 33.0 dB (A)</i>
Sound Power	
Printing	
(Colour)	<i>(Colour)</i>
L <sub>wad</sub> = 6.31 B (A)	<i>L<sub>wad</sub> = 6.43 B (A)</i>
(Mono)	<i>(Mono)</i>
L <sub>wad</sub> = 6.30 B (A)	<i>L<sub>wad</sub> = 6.42 B (A)</i>
Temperature	
Operating	<i>10 to 32.5°C</i>
Storage	<i>0 to 40°C</i>
Humidity ( ) Operating	<i>20 to 80% (without condensation)</i>
Paper Input	
Paper Tray (standard)	
Paper Type	<i>Plain paper, Thin paper, Recycled Paper</i>
Paper Size	<i>A4, Letter, B5(JIS), A5, A5 (Long Edge), A6, Executive, Legal, Folio</i>
Paper Weight	<i>60 to 105 gsm</i>
Maximum Paper Capacity	<i>Up to 250 sheets of 80 gsm Plain paper</i>
Manual feed slot	
Paper Type	<i>Plain paper, Thin paper, Thick paper, Thicker paper, Recycled Paper, Bond paper, Label, Envelope, Env. Thin, Env. Thick, Glossy Paper</i>

Paper Size	<i>Width: 76.2 to 216mm Length: 117 to 355.6 mm</i>
Paper Weight	<i>60 to 163 gsm</i>
Paper Output	
Face-Down Output Tray	<i>Up to 100 of 80 gsm Plain paper (face-down delivery to the face-down output paper tray)</i>
Face-Up Output Tray	<i>One sheet (face-up delivery to the face-up output tray)</i>
2-sided	
Automatic 2-sided Printing	
Paper Type	<i>Plain paper, Thin paper, Recycled Paper</i>
Paper Size	<i>A4</i>
Paper Weight	<i>60 to 105 gsm</i>
Automatic 2-sided Printing	<i>yes</i>
Emulation	
GDI	<i>PCL6, BR-Script3 (PostScript®™)</i>
Resolution	<i>600 x 600 dpi 1 2400dpi (600 x 2400) quality</i>
Print Speed	
Single side print	
Monochrome	
Up to 18 ppm (A4 size)	<i>Up to 22 ppm (A4 size)</i>
Up to 19 ppm (Letter size)	<i>Up to 23 ppm (Letter size)</i>
Full Color	
Up to 18 ppm (A4 size)	<i>Up to 22 ppm (A4 size)</i>
Up to 19 ppm (Letter size)	<i>Up to 23 ppm (Letter size)</i>
2-sided print	
Monochrome	<i>Up to 7 sides per minute (3.5 sheets per minute) (A4 or Letter size)</i>
Full Color	<i>Up to 7 sides per minute (3.5 sheets per minute) (A4 or Letter size)</i>
First Time Print	<i>(Color) Less than 16 seconds at 23°C/230 V  (Mono)</i>

<i>Less than 16 seconds at 23°C/230 V</i>	
<b>Protocols</b>	
IPv4	<i>ARP, RARP, BOOTP, DHCP, APIPA (Auto IP), WINS/NetBIOS name resolution, DNS Resolver, Mdns, LLMNR responder, LPR/LPD, Custom Raw Port/Port9100, IPP/IPPS, FTP Server, TELNET Server, HTTP/HTTPS server, TFTP client and server, SMTP Client, SNM Client, SNMPv1/v2c/v3, ICMP, Web Services (Print), CIFS client, SNTTP client</i>
IPv6	<i>NDP, RA, DNS resolver, mDNS, LLMNR responder, LPR/LPD, Custom Raw Port/Port9100, IPP/IPPS, FTP Server, TELNET Server, HTTP/HTTPS server, TFTP client and server, SMTP Client, SNM Client, SNMPv1/v2c/v3, ICMPv6 Web Services (Print), CIFS client, SNTTP client</i>
<b>Security Protocols</b>	
Wired	<i>APOP, POP before SMTP, SMTP-AUTH, SSL/TLS (IPPS,HTTPS,SMTP, POP), SNMP v3 802.1x(EAP-MD5, EAP-FAST, PEAP, EAP-TLS, EAP-TTLS), Kerberos</i>
Wireless	<i>APOP, POP before SMTP, SMTP-AUTH, SSL/TLS (IPPS,HTTPS,SMTP, POP), SNMP v3 802.1x(LEAP, EAP-FAST, PEAP, EAP-TLS, EAP-TTLS), Kerberos</i>
Wireless Network Security	<i>WEP 64/128 bit, WPA-PSK (TKIP/AES), WPA2-PSK(AES)</i>
<b>Wireless Network Setup Support Utility</b>	
AOSS	<i>yes</i>
WPS	<i>yes</i>



Item 3	PRINTER	
	Specification	
	Printing Method:	<i>On-demand inkjet (Piezo electric)</i>
	Nozzle Configuration:	<i>180 Nozzles Black, 59 Nozzles per Color</i>
	Minimum Droplet Size:	<i>3 pl, with Variable-Sized Droplet Technology</i>
	Ink Technology:	<i>Dye ink</i>
	Printing Resolution:	<i>5,760 x 1,440 DPI</i>
	All-in-One Functions:	<i>Print, Scan, and Copy</i>
	Printing Speed ISO/IEC 24734:	<i>9.2 pages/min Monochrome, 4.5pages/min Colour</i>
	Printing Speed:	<i>33 pages/min Monochrome (plain paper 75 g/m), 69 Second per 10 x 15 photo (Epson Premium Glossy Photo paper)</i>
	Colour:	<i>Black, Cyan, Yellow and magenta</i>
	Single Sided scan speed (A4 black):	<i>300 DPI 2.4 msec/line; 600 DPI 7.2 msec/line</i>
	Single Sided scan speed (A4 colour):	<i>300 DPI 9.5 msec/line; 600 DPI 14.3 msec/line</i>
	Optical Resolution:	<i>1,200 DPI x 2,400 DPI (Horizontal x Vertical)</i>
	Output Formats:	<i>BMP, JPEG, TIFF, PDF</i>
	Scanner type:	<i>Contact Image Sensor (CIS)</i>
	Number of paper trays:	<i>1</i>
	Paper Formats:	<i>A4, A5, A6 B5, C6 (Envelope), DL (Envelope), letter, 10x15 cm, 13x18cm, 16:9, Legal, User defined</i>
	Duplex:	<i>Manual</i>
	Output Tray Capacity:	<i>30 Sheets</i>
	Multifunction:	<i>100 Sheets Standard, 100 Sheets maximum, 20 Photo Sheets</i>
	Energy Use:	<i>3.6 Watts (Ready), 0.3 Watts (Power off), 11 Watt (standalone copying, ISO/IEC 24712 pattern), 1.3 watts (sleep mode)</i>

	Supply Voltage:	<i>AC 110V - 240 V 50Hz - 60 Hz</i>	
	Interface:	<i>USB, WiFi</i>	
	WLAN Security:	<i>WEP 64Bit, WEP 128 Bit, WPA PSK (AES)</i>	
Item 4	Laser Printer, LAN Monochrome		
	Specification		
	Description	<i>Print/Copy/Scan/Fax, Up To 31 ppm, Letter/Legal, PS/PCL, USB/Ethernet And Wireless, 250-Sheet Tray, Automatic 2-Sided Printing,</i>	
	Standard functions	<i>Copy, Email, Fax, Print, Scan</i>	
	Print speed	<i>up to 31 ppm</i>	
	Recommended monthly print volume	<i>Up to 3,000 pages</i>	
	Duty cycle	<i>Up to 30,000 images/month</i>	
	Processor speed	<i>600 MHz</i>	
	Print memory (standard)	<i>256 MB standard</i>	
	Connectivity	<i>10/100BaseT Ethernet, High-Speed USB 2.0, Wi-Fi</i>	
	First-page-out time, printing	<i>As fast as 8.5 seconds</i>	
	Page Description Languages (PDL)	<i>PCL 5/6, PostScript 3, XPS</i>	
	Print features	<i>Bi-directional Real-time Status, Booklet Creation, Brightness/Contrast Adjustment, Collation, Favorites, Overlay, Poster printing, Skip Blank Pages, Toner Save, Watermark</i>	
	Mobile printing	<i>Apple® AirPrint™, Google Cloud Print™, Mopria®, Xerox® Print Service Plug-in for Android</i>	
	Two-sided output	<i>Standard</i>	
Item 5	Mobile Printer		
	Specification		
	Print Speed		
	Draft, A4 (Black / Colour) Up to 14 ppm / 11ppm	<i>Up to 14 ppm / 11ppm</i>	

	ISO 24734, A4 Simplex (Black/colour) Up to 7.0 ipm/4.0	Up to 7.0 ipm/4.0
	First page Out Time from Ready Mode (Black/colour)	Approx 15 sec/26 Sec
	Photo Default	Approx 76 sec per photo (with Border)  Approx 95 sec per photo (Border)
	Paper Handling	
	Number of Paper Tra	1
	Standard paper input Capacity	Up to 20 Sheets, A4 plain paper (75g/m2)
	Maximum paper Size	210 x 355.6mm (8.27 x 14")
	Paper Sizes	Legal, letter, A4 B5, A5, A6, 8x10", 5x7", 4x6", Envelopes #10, DL, C6
	paper feed method	Friction feed
	Print Margin	(with Border) 3mm top, left, right and bottom
	Interface	
	USB Hi-Speed USB 2.0	Hi-Speed USB 2.0
	Network Protocol	TCP/IPv4, TCP/IPv6, LPD, IPP, PORT9100, WSD
	Network Management Protocols	SNMP, HTTP, DHCP, APIPA, PING DDNS, mDNS, SLP, WSD, LLTD
Item 6	Color Inkjet printer	
	Specification	
	Printing Technology	Inkjet
	Minimum Ink droplet Size	3 droplet sizes, as small as 2.8 picoliters.
	Maximum print Resolution	4800 x 1200dpi
	ISO Print Speed	Black: 20 ISO ppm* Color: 20 ISO ppm*
	2-Sided ISO Print Speed	Black: 11 ISO ppm* Color: 11 ISO ppm*
	Ink Type	Durabrite Ultra pigment ink (smudge, fade and water resistant)

Ink palette	<i>Cyan, Magenta, Yellow and Black</i>
Ink Configuration	<i>4 individual ink cartridges</i>
Operating System	<i>Windows 10 Windows 8.x (32-bit, 64-bit)</i>
Server System	<i>Windows 7 (32-bit, 64-bits) Windows Server 2012 R2 Windows Server 2012 R Windows Server 2008 R2 Windows Server 2008</i>
Temperature	<i>50<sup>0</sup> to 95<sup>0</sup>F (10<sup>0</sup> to 35<sup>0</sup> C)</i>
Humidity	<i>20 - 80%</i>
<b>Warranty on all Printing Devices</b>	<b>2 years on Service and Parts</b>

## ***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

- ☐ (f) 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**
- ☐ (g) 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**
- ☐ (h) 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**
- ☐ (i) Conformity with the Technical Specifications, which may include production/delivery schedule, manpower requirements, and/or after-sales/parts, if applicable; **and**
- ☐ (j) 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

- ☐ (k) 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**
- ☐ (l) 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***

- ☐ (m) 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.

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

- ☐ (n) *[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.
- ☐ (o) Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.

**25 FINANCIAL COMPONENT ENVELOPE**

- ☐ (a) Original of duly signed and accomplished Financial Bid Form; **and**
- ☐ (b) Original of duly signed and accomplished Price Schedule(s).

