



(As Harmonized with Development Partners)

Procurement of GOODS

**Government of the Republic of the
Philippines**

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

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Glossary of Acronyms, Terms, and Abbreviations

- Approved Budget for the Contract

- Bids and Awards Committee

- A signed offer or proposal to undertake a contract submitted by a bidder in response to and in conformance with the requirements of the bidding documents. Also referred to as Proposal and Tender. (2016 revised IRR, Section 5[c])

- 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])

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])

- Bureau of Internal Revenue

- Bangko Sentral ng Pilipinas

- Refers 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[j])

Cooperative Development Authority:

- 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.

Cost Insurance and Freight

Carriage and Insurance Paid

Consumer Price Index

- Refers to the quoted price of the Goods, which means “delivered duty paid”

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))

Local Government Units

Net Financial Contracting Capacity:

National Government Agency:

Philippine Government Electronic Procurement System

- refers to a specific or identified procurement covering goods, infrastructure project or consulting services. A Procurement Project shall be described

Section I. 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 to** **in un2dm nbe**

CAVITE STATE UNIVERSITY
Don Severino delas Alas Campus

**Invitation to Bid for Supply, Delivery and Installation of
Various Equipment for the NORDEC Product Development
Facility (DA-ACEF)**

- 6** The Cavite State University will hold a Pre Bidding Conference¹ on May 16, 2022 at 1:30pm through video conferencing or webcasting via CISCO WEBEX, 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 May 30, 2022, 12:00 noon. Late bids shall not be accepted.
- 8** All Bids

Section II. 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 the award of contract.

**The Procuring Entity, wishes to receive Bids for the Supply
Delivery and Installation of Various Equipment for the NCRDEC Product
Development Facility (DA-ACEF) with identification number 22G-008**

the acts, defaults, and negligence of any subcontractor; its agents, servants, or workmen as fully as if these were the Supplier's own acts, defaults, or negligence, or those of its agents, servants, or workmen

The Procuring Entity will hold a pre bid conference for this Project on the specified date and time through video conferencing/webcasting as indicated in paragraph 6 of the

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 , at least ten (10) calendar days before the deadline set for the submission and receipt of Bids

101. The first envelope shall contain the eligibility and technical documents of the Bid as specified in

102. The Bidder's SLCC as indicated in Clause 53 should have been completed within two (2) years prior to the deadline for the submission and receipt of bids

103. 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

11.1. The second bid envelope shall contain the financial documents for the Bid as specified in

11.2. If the Bidder claims preference as a Domestic Bidder or Domestic Entity, a certification issued by DII 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 shall not be accepted

11.4 For Foreignfunded 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

12.1 Prices indicated on the Price Schedule shall be entered separately in the following manner:

a For Goods offered from within the Procuring Entity's country:

- i The price of the Goods quoted EXW (ex works, ex factory, ex warehouse, ex showroom, or off the shelf, as applicable);**
- ii The cost of all customs duties and sales and other taxes already paid or payable;**
- iii The cost of transportation, insurance, and other costs incidental to delivery of the Goods to their final destination; and**
- iv The price of other (incidental) services, if any, listed in the**

b For Goods offered from abroad

- i Unless otherwise stated in the , the price of the Goods shall be quoted delivered duty paid (DDP) with the place of destination in the Philippines as specified in the . In quoting the price, the Bidder shall be free to use transportation through carriers registered in any eligible country. Similarly, the Bidder may obtain insurance services from any eligible source country.**
- ii The price of other (incidental) services, if any, as listed in the**

181. 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.

Agreement, the LCB shall likewise submit the required documents for final Post Qualification.)

Section IV. 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	[List here any additional requirements for the completion of this Contract. The following requirements and the corresponding provisions may be deleted, amended, or retained depending on its applicability to this Contract.]

- 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**
- f [Specify additional incidental service requirements, as needed]**

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>When 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 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>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>
<p>22</p>	<p>[If partial payment is allowed, state] "The terms of payment shall be as follows _____."</p>
<p>4</p>	<p>The inspections and tests that will be conducted are [Indicate the applicable inspections and tests]</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

Section VII. Technical Specifications

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.

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[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 Bidder’s Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer’s unamended 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

**Please see separate sheets for the
specification requirements**

Section VIII. 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

Class "A" Documents

Legal Documents

- (a) **Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages) in accordance with Section 852 of the IRR;**

Technical Documents

- (b) **Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet stated, if any, whether similar or not similar in nature and complexity to the contract to be bid, ___**
- (c) **Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Sections 23413 and 23424 of the 2016 revised IRR of RA No. 9184, within the relevant period as provided in the Bidding Documents, ___**
- (d) **Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission, ___**
- (e) **Original copy of Notarized Bid Securing Declaration, ___**
- (e) **Conformity with the Technical Specifications, which may include production/delivery schedule, manpower requirements, and/or after sales support, if applicable, ___**
- (f) **Original duly signed Omnibus Sworn Statement (OSS); 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 authorized signer to sign the OSS and to act to represent the Bidder; ___**

Financial Documents

- (g) **___'s computation of Net Financial Contracting Capacity not**

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(j) Certification from the DII if the Bidder claims preference as a Domestic Bidder or Domestic Entity.

(a) Original of duly signed and accomplished Financial Bid Form, ___

(b) Original of duly signed and accomplished Price Schedule(s).

