



Republic of the Philippines  
Department of Education



**PROCUREMENT MANAGEMENT SERVICE**

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***Bids and Awards Committee IV***

SUBJECT : **BID BULLETIN NO. 1**

PROJECT : **Supply and Delivery of School Furniture for Elementary, and Junior and Senior High Schools under the 10% Allocation for Cooperatives of Persons with Disability (PWD) CY 2019**

PROJECT NO.: **2019-07-AdmS4(008)-BIV-CB-002**

DATE : **July 24, 2019**

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This Bid Bulletin is hereby issued for the information and guidance of all prospective bidders. It shall form an integral part of the bidding documents issued earlier relative to the above project.

**I. Section III. Bid Data Sheet:**

**A. ITB Clause 5.4**, on page 48 of the bidding documents is hereby amended to read, to wit:

- Prospective bidder should have completed, within a period of five (5) years immediately preceding the deadline for submission of bids, Single Largest Completed Contract (SLCC) similar to the contract to be bid and the value of which, adjusted, if necessary, by the Bidder to current prices using the Philippine Statistics Authority (PSA) consumer price index, must be at least fifty percent (50%) of the ABC of the lot to be bid for; OR have completed, within a period of five (5) years immediately preceding the deadline for submission of bids, at least two (2) similar contracts and the total of the aggregated contract amount should be equivalent to at least fifty percent (50%) of the ABC of the lot/s bid for; and the largest of these similar contracts must be equivalent to at least twenty-five percent (25%) of the ABC of the lot/s to be bid. The contracts may come from different agencies/companies.

**B. ITB Clause 12.1**, on page 52 of the bidding documents is hereby amended to read, to wit:

Valid Certificate of Philippine Government Electronic Procurement System (PhilGEPS) Registration

**OR**

- a. Registration certificate from SEC, Department of Trade and Industry (DTI) for the sole proprietorships, or CDA for cooperatives.
- b. Mayor's/Business Permit issued by the city or municipality where the principal place of business of prospective bidder is located, or the equivalent documents for Exclusive Economic Zones or Areas.

In cases of recently expired Mayor's/Business permits, it shall be accepted together with the official receipts as proof that the bidder has applied for renewal within the period prescribed by the concerned local government units, provided that the renewed permit shall be submitted as a post-qualification requirement in accordance with Section 34.2 of the IRR.

- c. Tax clearance per E.O. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).

**C. ITB Clause 29.2**, on page 62 of the bidding documents is hereby added to read, to wit:

- e. *Valid Certificate of Philippine Government Electronic Procurement System (PhilGEPS) Registration, in case not submitted together with the bids.*

**II. Section I. Invitation to Bid, and Section VI. Schedule of Requirements**, on page 100 of the bidding documents are hereby amended to read:

**A. List/Description of Goods /Services**

Lot	Regions	No. of Sites	ELEM. 2-Seater Table & Chairs Set (23Set/CL)	JHS 2-Seater Table & Chairs Set (23Set/CL)	SHS 2-Seater Table & Chair Set (20 Set/CL)	Teacher's Table & Chair Set	Contract Duration (Calendar days)
1	CARAGA	12	1,380	667	-	89	210
	Region X	24	1,702	276	560	114	
	Region XI	21	2,300	782	180	143	

Lot	Regions	No. of Sites	ELEM. 2-Seater Table & Chairs Set (23Set/CL)	JHS 2-Seater Table & Chairs Set (23Set/CL)	SHS 2-Seater Table & Chair Set (20 Set/CL)	Teacher's Table & Chair Set	Contract Duration (Calendar days)
2	NCR	17	3,312	1,472	-	208	<b>180</b>
	Region II	15	345	1,035	-	60	
3	Region III	40	3,450	3,173	800	328	<b>210</b>
4	Region IV-A	45	8,533	1,357	-	430	<b>250</b>
5	Region VI	31	1,196	4,623	320	269	<b>210</b>
6	Region VII	23	1,449	4,048	-	239	<b>180</b>
<b>Total</b>		<b>228</b>	<b>23,667</b>	<b>17,433</b>	<b>1,860</b>	<b>1,880</b>	

Attached as **Annex "A"** is the List of Clarified Issues Raised by Several Prospective Bidders.

All other provisions not herein modified shall remain in full force and effect.

For your information and guidance.

**FOR THE BIDS AND AWARDS COMMITTEE IV:**

  
**ROGER B. MASAPOL**

Director IV and BAC IV Vice-Chairperson

## Annex “A”

### LIST OF ISSUES RAISED BY PROSPECTIVE BIDDERS

		<i>Issues</i>	<i>BAC’s decision</i>
1	Section VII. Technical Specifications	Use of hardwood specie aside from Tanguile, Gmelina or Red Lauan.	Denied. Retain Technical Specifications.
		Use of High Density Fiberboard (HDF) instead of Marine Plywood.	Denied. Retain Technical Specifications.
		Since the color for an Oak finish varies, may we request for a photo thereof which can be used as reference.	Please refer to the Painting Schedule of the Technical Specifications.
		Can we improve the joint construction of wood table and chairs.	The bidder must follow the joint construction specified in the technical specifications.
		Is there a requirement in the packaging of chairs and table?  a. Is it by set? b. Can chairs be nested in loose packing?	No required packaging.
		In the Allocation List, beginning page 102 of the Bidding Documents, there are school IDs that are highlighted in pink color. What does the color signify?	The highlighted color of the School IDs has no significance.
		In the Allocation List, are we going to multiply or divide the quantity to 23 set?	No.
2	Section VIII. Bidding Forms	We would like to request for a check list for the supply and delivery for the 10% allocation of PWD, so that we have a guide in preparing our bidding documents.	Please see attached Annex “B”. Checklist of the Technical and the Financial Component Documents for Bidders.

## **Annex “B”**

### **CHECKLIST OF THE TECHNICAL AND THE FINANCIAL COMPONENT DOCUMENTS FOR BIDDERS**

#### **I. Technical Component Envelope**

##### Eligibility Requirements

###### Class “A” Documents

- Legal Documents

Valid Certificate of Philippine Government Electronic Procurement System (PhilGEPS) Registration

##### **OR**

- a. Registration certificate from SEC, Department of Trade and Industry (DTI) for the sole proprietorships, or CDA for cooperatives.
- b. Mayor’s/Business Permit issued by the city or municipality where the principal place of business of prospective bidder is located, or the equivalent documents for Exclusive Economic Zones or Areas.

In cases of recently expired Mayor’s/Business permits, it shall be accepted together with the official receipts as proof that the bidder has applied for renewal within the period prescribed by the concerned local government units, provided that the renewed permit shall be submitted as a post-qualification requirement in accordance with Section 34.2 of the IRR.

- c. Tax clearance per E.O. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).

##### •Eligibility Technical Documents

- a. 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.
- b. 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 IRR, within the relevant period as provided in the Bidding Documents in the case of Goods.

##### •Eligibility Financial Documents

- a. The prospective bidder’s audited financial statements, showing, among others, the prospective bidder’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 that two (2) years from the date of bid submission.
- b. The prospective bidder’s computation of Net Financial Contracting Capacity (NFCC). However, in the case of procurement of Goods, a bidder may submit a committed Line of Credit from a Universal or Commercial Bank, in lieu of its NFCC computation.

## Class “B” Documents

- a. In the case of joint venture, bidders shall submit a valid joint venture agreement (JVA) in case the joint venture is already in existence. In the absence of a JVA, duly notarized statements from all the potential joint venture partners should be included in the bid, stating that they will enter into and abide by the provisions of JVA in the event that the bid is successful. Failure to enter into a joint venture in the event of a contract award shall be ground for the forfeiture of the bid security.

Each partner of the joint venture shall submit their respective PhilGEPS Certificates of Registration in accordance with Section 8.5.2 of the IRR. The submission of technical and financial eligibility documents by any of the joint venture partners constitutes compliance: Provided that the statement of all ongoing contract and the Audited Financial Statement to be considered by the BAC shall be that of the partner whose NFCC was submitted.

### Technical Documents

1. Original copy of Bid Security, in accordance with ITB Clause 18  
If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission required in ITB 12.1(b)(i.2); or

Original copy of Notarized Bid Securing Declaration, in accordance with ITB Clause 18.1

2. Conformity with technical specifications, as enumerated and specified in Sections VI and VII of the Bidding Documents, refer also to BDS Clause 12.1(b)(ii):
  - a. Duly accomplished and signed Bidder’s Technical Specifications with Statement of Compliance
  - b. Other requirements specified in the BDS.**
3. Original and duly signed Omnibus Sworn Statement (OSS) in accordance with Section VIII, Bidding Forms, in case of corporation, partnerships, joint venture, or cooperative, submit also a Notarized Secretary’s Certificate (refer to paragraph no. 2 of the OSS)
4. For foreign bidders claiming by reason of their country’s extension of reciprocal rights to Filipinos, a certification from the relevant government office of their country stating that Filipinos are allowed to participate government procurement activities for the same item or product.

NUMBER OF COPIES OF **ELIGIBILITY-TECHNICAL COMPONENT** IN SEPARATE ENVELOPES

- One (1) original copy and
- Two (2) additional copies
- One (1) copy in compact disc (CD)

## **II. Financial Component Envelope**

1. Original copy of duly signed and accomplished Financial Bid Form
2. Original copy of duly signed and accomplished Price Schedule(s)
3. If the Bidder claims preference as a Domestic Bidder or Domestic Entity, a certification from the DTI, SEC, or CDA issued in accordance with ITB Clause 27

NUMBER OF COPIES OF **FINANCIAL COMPONENT** IN SEPARATE ENVELOPES

- One (1) original copy
- Two (2) additional copies
- One (1) copy in compact disc (CD)

*The Bidder is responsible to double check the full description of above requirements in the bidding documents issued by the Procuring Entity.*

*The bidders are required to provide a Table of Contents and corresponding tab/label for each submitted technical and financial components to help ensure completeness of submission by the bidders and facilitate examination by the BAC.*

III. To expedite the bid evaluation, the bidder at its option may submit in advance, i.e., on or before the deadline for submission and receipt of bids, the documents below required in Section II, ITB Clause 29.2, in a separate envelope as follows:

- a. Latest income and business tax returns: Printed copies of the Electronically filed Income Tax and Business Tax Returns with copies of their respective Payment Confirmation Forms for the immediately preceding calendar/tax year from the authorized agent bank;
- b. Certification from the National Council for Disability Affairs (NCDA) stating that the Cooperative is a cooperative of persons with disability;
- c. Certificate of Compliance issued by the Cooperative Development Authority (CDA), and
- d. Valid Certificate of Philippine Government Electronic Procurement System (PhilGEPS) Registration, in case not submitted together with the bids.

However, non-submission of these documents in advance will not disqualify the bidder during the opening and examination of bids.

The envelope shall be marked:

- o ITB 29.2 Documents
- o Name of Project: \_\_\_\_\_
- o Bid Opening Date: \_\_\_\_\_
- o Name of Bidder: \_\_\_\_\_