



Republic of the Philippines
Department of Education



PROCUREMENT MANAGEMENT SERVICE

OD ☎ 8 633.7232 PPMD ☎ 8 636.6543 CMD ☎ 8 635.3762

Rm. M-511, 5th Floor, Mabini Bldg., DepEd Central Office Complex, Meralco Avenue, Pasig City, Philippines
Telefax: 8 633-93-43 ☎ 8 633-65-43 / email: depedcentral.bacsecretariat@deped.gov.ph

*Document Template No. BACSD-2019-
(revised 040519; prepared by conicolas)*

Bids and Awards Committee IV

Minutes of Pre-Bid Conference

Project No. : 2019-10-BLSS2(001)-BIV-CB-033
Project : Procurement of Dental Chair
ABC : PhP377,200,000.00
End-User : School Health Division (SHD)
Date & Time : November 4, 2019, 11:00 A.M.
Venue : BCD Conference Room, 3/F, Bonifacio Building, DepEd
Complex, Meralco Avenue, Pasig City

Present:

Bids and Awards Committee (BAC) IV: Dir. Roger B. Masapol, Vice-Chairperson;
Dir. Ella Cecilia G. Naliponguit, Regular Member; and Engr. Luis G. Purisima, Jr.,
Provisional Member

Procurement Management Service: Ms. Ivy E. Acebo, Senior Technical Assistant II,
Mr. Lauro L. Roberto, Jr., Senior Technical Assistant I and Mr. Adrian Paul D.
Esplana, Messenger (BAC Secretariat Division)

Technical Working Group (TWG): Dr. Annaliza T. Araojo, Dr. Edwina J. Go, Dr.
Marjorie G. Pudín and Dr. Felicidad Rolluqui

Prospective Bidder(s): (see attached attendance Sheet)

1) Ging Avera and Marcelino Agana (Greentrust Med Trading); 2) Lea Manasan
(Roshem Distributor); 3) Jing Villanueva (La Croesus Pharma Inc.); 3) Ms. Sheryl
Maglaque and Ms. Ginalyn Tan (Cosmic Technologies, Inc.); 5) Ms. Bambi
Valdemoro (Suzette Trading); 6) Mr. Jose Siy (New Citizen's Dental Supply); 7) Ms.
Anne Sanchez (Invictus Dental Supplies Trading); 8) Ms. Rowena A. Gardon (PNB
Educational Inc.); 9) Ms. Cherry Narda (HG Agro Industrial Machineries); 10) Ms.
Ces (Surgicom Trading); and 11) Mr. Alex Liban and Mr. Alfie Pinos (MMC)

I. CALL TO ORDER

Dir. Roger B. Masapol, BAC IV Vice-Chairperson, presided and called the
pre-bid conference to order at 12:15 P.M. The BAC Secretariat documented
the minutes of meeting.

59 II. CERTIFICATION OF QUORUM

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61 The BAC IV Vice-Chairperson certified that the quorum of the BAC was
 62 present to transact business. He acknowledged the presence of the BAC
 63 members, BAC Secretariat, End-User Representative, observer and
 64 prospective bidders.

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66 III. HIGHLIGHTS OF DISCUSSION

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68 The BAC IV Vice-Chairperson welcomed everyone to the pre-bid conference.

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70 The BAC IV Vice-Chairperson gave a brief description of the project and
 71 asked the prospective bidders to introduce themselves and the company they
 72 represent. Moreover, the BAC IV Vice-Chairperson announced that the floor
 73 was open to queries, information, proposals or other concerns coming from
 74 the prospective bidders or suppliers on the assumption that the prospective
 75 bidders have downloaded bidding documents from the PhilGEPS, requested
 76 from the BAC Secretariat for copies of the same, or bought copies of the
 77 same. The floor was open to all and the BAC Secretariat moderated the
 78 discussion.

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80 The BAC Secretariat proceeded with the presentation of the project
 81 information and focused on the salient features of the Bidding Documents
 82 and opened the floor for queries after each provision as follows:

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<i>Instructions to Bidders / Bid Data Sheet</i>			
<i>Provision</i>	<i>Questions/Queries/Clarifications</i>	<i>BAC's Response</i>	<i>For Bid Bulletin (Y/N)</i>
ITB Clause No. 5.1	Prospective bidder asked if the foreign entities may participate in the bidding.	BAC replied that foreign entities may participate in the bidding provided that foreign bidders claiming eligibility 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 in their government procurement activities for the same item or product.	N
Section III. BDS,	Ms. Ging Avena inquired if similar contracts may refer to Supply	BAC answered that similar	Y

ITB Clause 5.4	and/or Delivery of Medical and Dental Equipment.	contracts shall refer to Supply and/or Delivery of Medical and Dental Equipment.	
Section III. BDS, ITB Clause 5.4	Ms. Rowena Sanchez enquired if dental mobile equipment can be a similar contract.	BAC replied that dental mobile equipment can be a similar contract.	N
Section III. BDS	Mr. Marcelino Agana asked for purposes of computation of NFCC is it allowed to indicate "0" percentage for almost completed contract.	BAC responded that it is allowed to indicate "0" percentage of the contract as long as it complied the contract requirements of the project.	N
Section III. BDS, ITB Clause 20.1 & 20.2	Mr. Jerwin Mejia asked if the prospective bidders may submit a copy of each of the Technical Component and Financial Component (hard and soft copy-recorded on flash Drive) of their bids in separate envelopes, respectively.	BAC responded that documents which are to be submitted must be produced in electronic forms recorded on CDs, however, flash drive may be considered subject for further discussion and finalization.	Y
Section III. BDS	Prospective bidder asked if the bidder with the lowest calculated bid (LCB) submit a sample unit of the item (dental chair) for an additional 15 days delivery period.	BAC IV Vice Chairperson responded that it is not allowed as provided by law.	N

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<i>Schedule of Requirements</i>			
<i>Provision</i>	<i>Questions/Queries/Clarifications</i>	<i>BAC's Response</i>	<i>For Bid Bulletin (Y/N)</i>
Section VI. Contract Duration	Ms. Avena queried to the BAC to increase the contract duration to 150 calendar days for this project.	BAC responded that the contract duration is Ninety (90) calendar days subject for further discussion and finalization.	Y

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<i>Technical Specifications</i>			
<i>Provision</i>	<i>Questions/ Queries/ Clarifications</i>	<i>BAC's Response</i>	<i>For Bid Bulletin (Y/N)</i>
Section VII. Technical Specifications	Ms. Avena clarified on the provision of installation of the dental chair for this project.	BAC responded that on the provision of installation of the dental chair subject for further discussion and finalization.	Y
	Ms. Avena questioned NSK Japan in the technical specification because it is brandname.	BAC answered to delete the NSK Japan in the technical specifications. BAC IV Vice-Chairperson instructed the End-User to provide a description of technical specification without mentioning the brandname.	Y

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The BAC IV Vice-Chairperson announced that having exhausted most of the bidders' queries and issues, the prospective bidders may write a clarification which may be sent via the BAC Secretariat e-mail address on or before November 8, 2019 5:00 P.M. Furthermore, the BAC IV Vice-Chairperson stated the BAC will issue a Bid Bulletin if necessary on or before November 11, 2019 5:00 P.M.

Having no other matters to discuss, the pre-bid conference was adjourned at 1:08 P.M.

Prepared by:


IVY E. ACEBO
Senior Technical Assistant II
BAC Secretariat Division

Reviewed by:


LAURO L. ROBERTO, JR.
Senior Technical Assistant I
BAC Secretariat Division

Minutes of Pre-Bid Conference

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111 Date & Time : November 4, 2019, 11:00 A.M.
112 Venue : BCD Conference Room, 3/F, Bonifacio Building, DepEd
113 Complex, Meralco Avenue, Pasig City
114
115

116 Concurred by:
117 **BIDS AND AWARDS COMMITTEE IV**
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121 **ROGER B. MASAPOL**
122 Director IV and Vice-Chairperson
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126 **ELLA CECILIA G. NALIPONGUIT**
127 Director III and Regular Member
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131 **ENGR. LUIS G. PURISIMA, JR.**
132 Provisional Member



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 Website: <http://www.deped.gov.ph>; email: depedcentral.bacsecretariat@deped.gov.ph
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Bids and Awards Committee IV

ATTENDANCE SHEET

◇ Pre-Procurement Conference ◇ Pre-Bid Conference ◇ Bid Opening ◇ Other BAC Meeting:

Project(s) : Procurement of Dental Chair







Date : November 4, 2019

Time

11:00 A.M.

Venue : BCD Conference Room, 3rd Floor, Bonifacio Building, DepEd Complex

Name / Position	Signature	Name / Position	Signature	Name / Position	Signature
I. BAC Officials					
Chairperson		BAC Secretariat Division			
Usec. Jesus L.R. Mateo <i>Planning and Field Operations</i>		James Ronald G. Ybiernas, PDO III		Paula Janine L. Manuel, TA II	
Vice-Chairperson		Jose Antonio G. Flores, AO IV		Phoebe Ann R. Wagan, TA II	
Dir. Roger B. Masapol <i>Planning Service</i>		Jessa B. Buela, AO II		John Raymar C. Cheng, TA I	
Regular Member		Marilou A. Caagbay, AO II		Andrew M. Felipe, AS II	
Dir. Ella Cecilia G. Naliponguit <i>Bureau of Learner Support Services</i>		Raquel S. Familara, AA III		Reymark B. Nagallo, AS II	
Provisional Members		Marlgin de Jack S. Salayon, AA III		Lee Jeffrey Roedell C. Oliva, AS II	
Ms. Sonia R. de Leon <i>Chief, Cash Division</i>		Ivy E. Acebo, STA II		Marianes M. Parcon, AS II	
Engr. Luis G. Purisima, Jr. <i>Assistant Chief, EFD</i>		Lady Love S. Arenas, STA II		Homer A. Silva, AS II	
II. Office of the Asst. Sec. for Procurement and Administration					
Atty. Salvador C. Malana III, <i>Assistant Secretary</i>		Joyce Anne C. Morales, STA II		Danilo P. Catague, Driver II	
III. Procurement Management Service					
Joel S. Erestrain, Director IV		Christa O. Nicolas, STA II		Adrian Paul D. Esplana, Messenger	
		Lauro L. Roberto, Jr., STA I		Melvin R. Parreño, Messenger	
		Jay Valerie A. Baladiang, TA II			

Name / Office	Signature	Name / Office	Signature	Name / Office	Signature
IV. Technical Working Group (TWG)					
DR. ERWANA J. SO		DHH Calabargen			
DR. ANNALIZAT. ANASIS		DepEd Calabargen			
DR. MARJORIE G. ADM		SHD- BLSS			
V. End-User Representative(s)					
VI. Observer(s)					



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DEPARTMENT OF EDUCATION



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Bids and Awards Committee I II III IV V

ATTENDANCE SHEET FOR BIDDERS

Pre-Procurement Pre-Bid Conference Bid Opening Other BAC Meeting

Project(s) : **Procurement of Dental Chair**

Date : **November 4, 2019** Time: **11:00:00 A.M.**

Venue : **BCD Conference Room, 3rd Floor, Bonifacio Building, DepEd Complex**

PLEASE PRINT LEGIBLY.

No.	FULL Name of Company	Name of Representative	Contact No.	Signature	Bidder has purchased BDs	Date & Time of Submission of Bids (for BO only)
1	GREEN TRUST MED.	MARCELO AGANL	0917 854 5858			
2	Greenfruit Med Hdg	Gina Avera	0917828818			
3	Roshem Distributor	lea Manasan	09270342524			
4	in Christus Pharmacy	Jing Villanera	09165466777			
5	Cosmic Technologies Inc.	Sheryl Maglaya	09055640154			
6	Corvette Trading	BAMIRA VALENTE	0915507005			
7	NEW CITIZEN'S DENTAL SUPPLY	JOSE S	(0917)8129958			
8	COSMIC TECHNOLOGIES INC	GINALYN TAN	0917-5717688			
9	Invictus Dental Supplier Trading	Anne Sanchez	09457042171			
10	FNB Educational Inc.	Rowena A. Gordon	09427432705			
11	CITIZEN'S DENTAL SUPPLY Suzeth Trading					
12	HG ASKO INDUSTRIAL MACHINERIES	CHERRY NARDA	09178163264			
13	Surgicom Trading Corp	Ces Mungul	09178444717			



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ATTENDANCE SHEET FOR BIDDERS

Pre-Procurement Pre-Bid Conference Bid Opening Other BAC Meeting

Project(s) : Procurement of Dental Chair

Date : November 4, 2019 Time: 11:00:00 A.M.

Venue : BCD Conference Room, 3rd Floor, Bonifacio Building, DepEd Complex

PLEASE PRINT LEGIBLY.						
No.	FULL Name of Company	Name of Representative	Contact No.	Signature	Bidder has purchased BDs	Date & Time of Submission of Bids (for BO only)
14	MMC ALEX LIBAN	ALEX LIBAN	09187727017			
15	MMC	PINOS, alfre	09105111402			
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Welcome to the Pre-Bid Conference!



***Procurement of Dental
Chair***

**November 4, 2019, 11:00 A.M.
BCD Conference Room**

Bids and Awards Committee IV

- **Usec. Jesus L. R. Mateo**
Chairperson
- **Dir. Roger B. Masapol**
Vice-Chairperson
- **Dir. Ella Cecilia G. Naliponguit**
Regular Member
- **Ms. Sonia R. De Leon**
- **Engr. Luis G. Purisima, Jr.**
Provisional Members

Observers

(invited through letters dated October 28, 2019)

- **Commission on Audit (COA)**

- **Ateneo School of Government (G-Watch)**
 - **NAMFREL**
 - **Transparency International Phils.**
 - **ANSA-EAP Foundation, Inc.**
- **Phil. Chamber of Commerce & Industry**
Civil Society Organizations

Project Information

End-User / PMO: **School Health Division (SHD)**

Source of Funds: **2019 General Appropriations Act**

**Date of Advertisement and Posting of
Invitation to Bid:**

October 26, 2019

(PhilGEPS, DepEd Website and DepEd Bulletin Board)

Approved Budget for the Contract (ABC)

Lot No.	Project Description	Approved Budget for the Contract (ABC in PHP)
1	Dental Chair	377,200,000.00

DEPARTMENT OF EDUCATION

Project Information

Start of Issuance of Bidding Documents:

October 26, 2019

Cost of Bidding Documents:

Lot No.	Amount (In Php)
1	50,000.00

Bidding Documents may be downloaded at the following websites:

www.philgeps.gov.ph

www.deped.gov.ph

DEPARTMENT OF EDUCATION

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Project Information

No. of Prospective Bidders that purchased
the Bidding Documents

As of **October 31, 12:00 N.N.:**

__ Prospective bidder

The pre-bid conference is open to all interested parties who have or have not bought the Bidding Documents.

Pre-bid Conference

Purpose of Pre-bid Conference

- 1. To clarify and address bidder's questions on the different aspects of the procurement at hand;**
- 2. For bidders to fully understand the requirements.**

***Note that any statement issued shall not modify the terms, unless in writing and issued through Supplemental Bulletin.**

DEPARTMENT OF EDUCATION

The pre-bid conference is the initial forum where the Procuring Entity's representatives and the prospective bidders discuss the different aspects of the procurement at hand. Its main purpose is to clarify and address every prospective bidder's questions on the different aspects of procurement as contained in the bidding documents.

This way bidders will fully understand the requirements, hence, they will be adequately aided in coming up with a responsive bid.

Note that any statement issued during the conference shall not be binding or shall not modify the terms in the bidding documents unless the same is specifically identified in writing as an amendment and is issued through Supplemental Bid/ Bulletin.

Sec. III. Bid Data Sheet

- **ITB Clauses 6.2(d) and 10.1**

Consistent with Section 22.5.3 of the Revised IRR of RA 9184, posting on the PhilGEPS (www.philgeps.gov.ph) and the procuring entity's website (www.deped.gov.ph) of any supplemental / bid bulletin shall be considered sufficient notice to all bidders or parties concerned.

It shall therefore be the responsibility of all Bidders who secure the Bidding Documents to: a) inquire and secure Supplemental/Bid Bulletins that may be issued by the BAC; b) know the latest website of PhilGEPS and the procuring entity; c) check from time to time the PhilGEPS and Procuring Entity's websites, and at ***any conspicuous place within the premises of the Procuring Entity*** for possible posting of any supplemental/ bid bulletin; and d) inform the BAC in writing, through its Secretariat, of any changes in its address or contract numbers.

Who may participate?	
Filipino Entities	Foreign Entities
Single / Sole Proprietorships	Direct Participation
Partnerships	Joint Venture (40%)
Corporations	
Cooperatives	
Joint Ventures	
Government Corporate Entities	

DEPARTMENT OF EDUCATION

Clause No. 5.1 of the Instructions to Bidders (ITB) enumerates the Filipino entities who shall be allowed to participate in the bidding process:

- a) Duly licensed Sole/ Single Proprietorships;
- b) Partnerships that are duly organized under the laws of the Philippines and of which at least 60% of the interest belongs to citizens of the Philippines;
- c) Corporations that are duly organized under the laws of the Philippines and of which at least 60% of the outstanding stock belongs to citizens of the Philippines;
- d) Cooperatives that are duly organized under the laws of the Philippines, and of which at least 60% of the interest belongs to citizens of the Philippines; and
- e) Persons/ Entities forming themselves into a JV, that is, a group of 2 or more persons or entities that intend to be jointly and severally responsible or liable for a particular contract: Provided, however, that Filipino ownership or interest of the JV concerned shall be at least 60%.
- f) Government corporate entities /GOCCs: must prove that they (a) are legally and financially autonomous, (b) operate under commercial law, and (c) are not attached agencies of the Procuring Entity.

Note: For foreign bidders claiming eligibility 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 in their government procurement activities for the same item or product.

Eligibility Documents

1. Class "A" Documents

Legal Eligibility Documents

Technical Eligibility Documents

Financial Eligibility Documents

2. Class "B" Documents

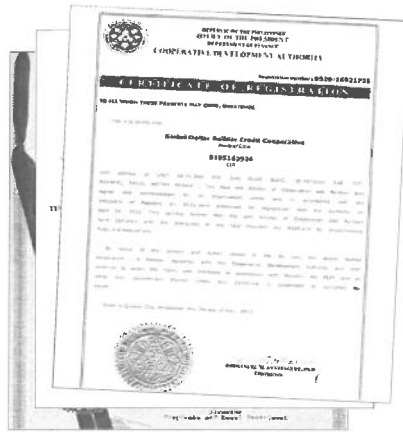
**Joint Venture Agreement or Notarized
statements from potential partners**

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A prospective bidder is eligible to bid for the procurement of goods if it complies with the eligibility requirements prescribed for the competitive bidding, within the period stated in the invitation to bid. The eligibility requirements shall provide for fair and equal access to all prospective bidders.

Legal Eligibility Documents

Business Registration Certificate



DEPARTMENT OF EDUCATION

Legal Eligibility Documents

Mayor's / Business Permit


REPUBLIC OF THE PHILIPPINES
CITY OF MANILA
OFFICE OF THE MAYOR
BUREAU OF PERMITS
BUSINESS PERMIT
The Employer's Act

BUREAU OF PERMITS
 REPUBLIC OF THE PHILIPPINES
 CITY OF MANILA
 OFFICE OF THE MAYOR

No. 171-10-100-10000
 1710
 Date Issued: _____
 Form No. 100-100

NAME: XXXXXXXXXX
 Address: XXXXXXXXXX
 Telephone No.: _____ No. of Employees: _____ Municipality: _____

This permit is issued in accordance with the provisions of the Municipal Code of the City of Manila and other laws and regulations in force and effect and subject to the conditions of such laws, ordinances and related administrative regulations.

NAME OF BUSINESS	PERMIT FEE	REMARKS
ABC Travel Agency 1234567890 1234567890 1234567890	1,000.00 100.00 100.00	SUBMITTED ON 10/10/10 RECEIVED VERIFY COMPLIANCE AND VALIDITY OF DOCUMENTS SUBJECT TO THE PROVISIONS OF THE MUNICIPAL CODE OF THE CITY OF MANILA AND OTHER APPLICABLE LAWS AND REGULATIONS.
TOTAL	1,200.00	

FAILURE TO COMPLY WITH THE TERMS & CONDITIONS WRITTEN AT THE BACK HEREOF SHALL CAUSE THE
 SUSPENSION OR REVOCATION OF THIS PERMIT.

PROCESSED BY: XXXXXXXXXX
 DATE: _____

BY AUTHORITY OF THE MAYOR
 ATY ANSELMO M. CANTARAL
 SECRETARY TO THE MAYOR

No. BP- 0022197

DEPARTMENT OF EDUCATION

Technical Eligibility Documents

Statement of Single Largest Completed Contract

Name of Contract	a. Owner's Name b. Address c. Telephone Nos.	Nature of Work	Bidder's Role		a. Amount at Award b. Amount at Completion c. Duration	a. Date Awarded b. Contract Effectivity c. Date Completed d. Contract Performance Certified by the End-user
			Description	%		
Government						
Private						

Note: The bidder shall be able to support this statement with:
 Duly signed Contracts/Purchase Orders (POs)/ Agreements/ Memoranda of Agreement (MOA)/Notices of Award (NOA)/Job Orders or Notices to Proceed (NTP) with the corresponding
 Certificates of Completion of Delivery (CCDs)/ Certificates of Final Acceptance (CFAs)/duly signed
 Delivery Receipts (DRs), or duly accomplished Inspection and Acceptance Reports (IARs)
 Submitted by: _____
 (Printed Name and Signature)
 Designation: _____
 Date: _____

DEPARTMENT OF EDUCATION

Statement of Single Largest Completed Contract. This document shall be accomplished following the format prescribed in Section VIII. Bidding Forms of the bidding documents. It is under this document that the relevant largest single contract shall be culled out. Why is this required?..... Because we want to be assured that the participating bidder has the technical capability to undertake the contract to be bid. To facilitate verification of the information submitted, the following documents shall be required later if the bidder is declared to have tendered the lowest calculated bid: Duly signed Contracts/Purchase Orders (POs)/ Agreements/ Memoranda of Agreement (MOA)/Notices of Award (NOA)/Job Orders or Notices to Proceed (NTP) with the corresponding Certificates of Completion of Delivery (CCDs)/ Certificates of Final Acceptance (CFAs)/duly signed Delivery Receipts (DRs), or duly accomplished Inspection and Acceptance Reports (IARs)

Sec. III. Bid Data Sheet

Prospective bidders 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, must be at least fifty percent (50%) of the ABC to be bid for; OR have completed, 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 to be bid for; and the largest of these similar contracts must be equivalent to at least twenty-five percent (25%) of the ABC to be bid.

For this purpose, similar contracts shall refer to **Supply and Delivery of Medical and Dental Equipment.**

Sec. III. Bid Data Sheet

ITB Clause 12.1

For a Contract or Purchase Order (P.O.) to be considered completed, it should have been accepted and duly issued a Certificate of Completion (COC), or any document of similar import with corresponding supporting documents, to wit:

- Invoices showing at least ninety (90%) of Contract or P.O. has been paid, signed by its Head of the Procuring Entity (HoPE) or its duly authorized representative in case of government contracts; or
- End-user's Acceptance in case of private contracts, ninety percent (90%) of which has been paid.

Technical Eligibility Documents

Statement of ongoing and awarded but not yet started contracts

Name of Contract/ Project Cost	Owner's Name Address Telephone Nos.	Nature of Work	Bidder's Role		Date Awarded Date Started Date of Completion	% of Accomplishment		Value of Ongoing Work Undelivered Portion
			Description	%		Planned	Actual	
Government								
Private								

Note: (In case of no ongoing contract, the bidder shall submit this duly signed form and indicate "No ongoing contracts" under the Column for Name of Contract (first column from left)

Submitted by: _____

(Printed Name and Signature)

Designation: _____

Date: _____

DEPARTMENT OF EDUCATION

Statement of ALL On-Going and Awarded But Not Yet Started Contracts. This document shall be accomplished following the format prescribed in Section VIII. Bidding Forms of the bidding documents. The resulting figure in this document shall be used by the bidder in its computation of the NFCC.

Sec. III. Bid Data Sheet

ITB Clause 12.1

Failure to include a material ongoing contract or failure to disclose complete information in the statement of contracts shall result in the following:

- a. Disqualification of the bidder for non-compliance with the eligibility requirement under Sections 23.1 or 24.1 of the revised IRR.
- b. Blacklisting under Section 65.3 (a) or (b) of the revised IRR.

In case the bidder has no ongoing contract, the bidder shall submit a duly signed Statement of All Ongoing Government and Private Contracts form provided in Section VIII, Bidding Forms and indicate "No Ongoing Contract" or "None" or "Not Applicable (N/A)" in said form; otherwise, the bid shall be rejected or disqualified.

Sec. III. Bid Data Sheet

ITB Clause 12.1

Bidders with ongoing project/s with DepEd are allowed to bid for this project, provided:

1. The ongoing project will be subject to verification/validation as part of the post qualification pursuant to section 34.3 (iii) of the revised IRR of RA 9184.
2. BAC will determine during post qualification if the unfinished projects may impact on the implementation of the new project.

Financial Eligibility Documents

Audited Financial Statements

SGV
SGV & PwC

SGV
SGV & PwC

INDEPENDENT AUDITOR'S REPORT

The Stockholders and the Board of Directors
 San Miguel Bank, Inc.
 121 Avenue Secular
 Purok 1, San Miguel
 Cebu City

Report on the Audit of the Financial Statements

Opinion

We have audited the financial statements of San Miguel Bank, Inc. (the Bank), which comprise statements of financial position as at December 31, 2018 and 2017, and the statements of assets, liabilities and equity, statements of comprehensive income, statements of changes in equity and statements of cash flows for the periods then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material aspects, the financial position of the Bank as at December 31, 2018 and 2017, and its financial performance and cash flows for the periods then ended in accordance with Philippine Financial Reporting Standards (PFRS).

Basis for Opinion

We conducted our audit in accordance with Philippine Standards on Auditing (PSAs), which are based on the International Standards on Auditing (ISAs) issued by the International Federation of Accountants (IFAC). The PSAs require the auditor to exercise professional judgment and to maintain independence in accordance with the Code of Ethics for Professional Accountants in the Philippines (CEP) issued by the Board of Accountancy (BOA). We believe that the audit evidence we have obtained is sufficient and appropriate to provide our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with PFRS, and for such internal control as management determines is necessary to the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Bank's going concern status, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Bank, or has no realistic alternative to do so.

Those charged with governance are responsible for overseeing the Bank's financial reporting process.

Report on the Supplementary Information Required Under Revenue Regulations 13-2018
 The audit was conducted for the purpose of forming an opinion on the Bank's financial statements taken as a whole. The supplementary information required under Revenue Regulations 13-2018 is not a required part of the financial statements, and is not audited by the auditor. Such information is the responsibility of the management of San Miguel Bank, Inc. The auditor has not audited the supplementary information and is not making any representation as to its accuracy. In our opinion, the supplementary information is fairly stated, in all material aspects, in relation to the financial statements taken as a whole.

SGV GABRIEL VILLAVICENCIO
Ray Francis C. Angeles
 Ray Francis C. Angeles
 Partner
 SEC Certificate No. 108790
 October 1, 2017 - 2018 and September 30, 2018
 Tax Identification No. 218-833-288
 BIR Accreditation No. 08-000098-101-2013
 March 2, 2014, valid until March 1, 2018
 PFR No. 1005006, January 1, 2017, Manila City



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The prospective bidder's audited financial statements, stamped "received" by the BIR or its duly accredited and authorized institutions, for the immediately preceding calendar year, showing, among others, the prospective bidder's total and current assets and liabilities;

Financial Eligibility Documents

Computation of Net Financial Contracting Capacity OR Committed Line of Credit

NFCC = [(Current assets minus current liabilities) (15)] minus the value of all outstanding or uncompleted portions of the projects under ongoing contracts, including awarded contracts yet to be started, coinciding with the contract to be bid

= must be at least equal to the ABC to be bid.

Committed Line of Credit = must be at least equal to ten percent (10%) of the ABC to be bid

DEPARTMENT OF EDUCATION

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.

For NFCC, the values of the domestic bidder's current assets and current liabilities shall be based on the latest Audited Financial Statements submitted to the BIR.

For purposes of computing the foreign bidders' NFCC, the value of the current assets and current liabilities shall be based on their Audited Financial Statements prepared in accordance with international financial reporting standards.

The CLC, on the other hand, is a commitment from a licensed (Universal/Commercial) bank to extend to it a credit line if awarded the contract to be bid, such commitment being specific to the contract to be bid. It must be at least equal to ten percent (10%) of the ABC to be bid: Provided, That if the same is issued by a foreign Universal or Commercial Bank, it shall be confirmed or authenticated by a local Universal or Commercial Bank.

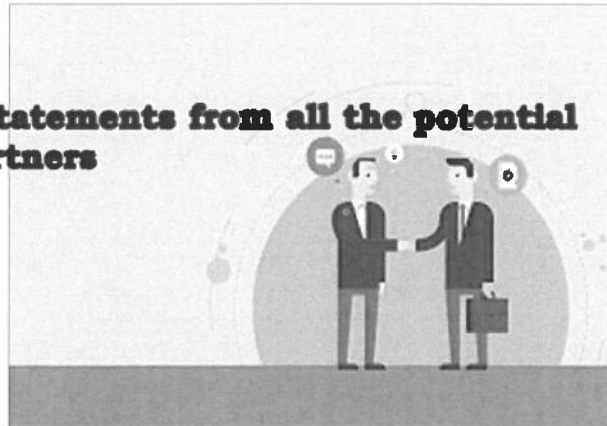
If the NFCC is qualified, the submission of its computation is already enough, thus no need for a submission of CLC.

Class “B” Documents

Joint Venture Agreement

OR

Duly notarized statements from all the potential joint venture partners



DEPARTMENT OF EDUCATION

- (1) Joint Venture Agreement (JVA), in case more than 2 entities decide to participate as a joint venture.
- (2) In the absence of a JVA, duly notarized statements from all the potential partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful, shall be included in the bid envelope.

Note, however, that each partner of the JV shall submit their respective PhilGEPS Certificates of Registration. Submission of technical and financial eligibility documents by any of the JV partners constitutes compliance. Provided, partner submitting NFCC shall submit its AFS. Further,

The JVA/notarized document must state that they will enter into and abide by the provisions of the 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.

Sample form indicated in Section VIII of the bidding documents.

Technical Documents

1. Bid Security
2. Compliance with the Schedule of Delivery
3. Compliance with the Technical Specifications
4. Omnibus Sworn Statement with Certificate of Authority of Signatory

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Documents that had to be notarized must be compliant with the Competent Evidence of Identity Rule.

SEC. 12. Competent Evidence of Identity. - The phrase "competent evidence of identity" refers to the identification of an individual based on:

- (a) at least one current identification document issued by an official agency bearing the photograph and signature of the individual; or
- (b) the oath or affirmation of one credible witness not privy to the instrument, document or transaction who is personally known to the notary public and who personally knows the individual, or of two credible witnesses neither of whom is privy to the instrument, document or transaction who each personally knows the individual and shows to the notary public documentary identification.

Note: Amended RULE II, SECTION 12(a) of 2004 Rules of Notarial Practice:

"Competent Evidence of Identity – The phrase "competent evidence of identity" refers to the identification of an individual based on:

- "(a) At least one current identification document issued by an official agency bearing the photograph and signature of the individual, such as but not limited to *passport, driver's license, Professional Regulations Commission ID, National Bureau of Investigation clearance, police clearance, postal ID, voter's ID, Barangay certification, Government Service and Insurance System (GSIS) e-card, Social Security System (SSS) card, Philhealth card, senior citizen card, Overseas Workers Welfare Administration (OWWA) ID, OFW ID, seaman's book, alien certificate of registration/immigrant certificate of registration, government office ID, certification from the National Council for the Welfare of Disabled Persons (NCWDP), Department of Social Welfare and Development (DSWD) certification;*

Technical Documents

Bid Security

Forms of Bid Security	Amount (not less than the required percentage of the ABC)
a) Cash or Cashier's/Manager's Check	Two percent (2%)
b) Bank draft/guarantee or irrevocable letter of credit	
c) Surety bond	Five percent (5%)

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A bid security is a guarantee that the successful bidder will:

1. Not default on its offer, and
2. Enter into contract with the Procuring Entity within ten (10) calendar days, or less as indicated in the ITB, from receipt of the Notice of Award, and furnish the performance security

Technical Documents

Bid Security

Lot No.	ABC (in PHP)	Forms of Bid Security (In Php)			
		Cashier's / manager's check issued by a Universal or Commercial Bank (2% of ABC)	Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank (2% of ABC)	Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security (5% of ABC)	Bid Securing Declaration (no percentage required)
1	377,200,000.00	7,544,000.00	7,544,000.00	18,860,000.00	-

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Bid security in the form of cashier's/manager's check should be made payable to "DECS-OSEC Trust"

Sec. III. Bid Data Sheet

ITB Clause 12.1(b)(ii)

Technical Documents: Conformity with the Technical Specifications

To be submitted in the Eligibility and Technical Component Envelope.

Duly accomplished and signed Bidder's Statement of Compliance following the templates found in Section VII. Technical Specifications and Section VIII. Bidding Form, respectively. The statement of compliance to technical specifications must strictly observe the requirement on cross-referencing to appropriate evidence.

Technical Documents

Omnibus Sworn Statement

IN WITNESS WHEREOF, I have hereunto set my hand this ___ day of ___ 20__ at

Philippines.

Bidder's Representative/Authorized Signatory

SUBSCRIBED AND SWORN to before me in the City/Municipality of _____, Province of _____, the _____ day of _____, 20__ at _____, by _____, who has satisfactorily proven to me his identity through his _____ (ID name and number) _____, valid until _____ (expiry date) _____, that he is the same person who personally signed before me the foregoing Affidavit and acknowledged that he executed the same.

(Notary Public)

Unit: _____
PTR No. _____
Date: _____
Place: _____
Tik: _____
IBP: _____
Doc. No. _____
Page No. _____
Book No. _____
Series of 20__ _____

Note:
"Sec 12. Competent Evidence of Identity - The phrase "competent evidence of identity" refers to the identification of an individual based on:
At least one current identification document issued by an official agency bearing the photograph and signature of the individual, such as but not limited to, passport, driver's license, Professional Regulation Commission ID, National Bureau of Investigation clearance, police clearance, postal ID, voter's ID, Barangay certification, Government Service and Insurance System (GSIS) e-card, Social Security System (SSS) card, PhilHealth card, senior citizen card, Overseas Working Welfare Administration (OWWA) ID, DFW ID, seaman's book, alien certificate of registration/migrant certificate of registration, government office ID, certification from the National Council for the Welfare of Disabled Persons (NCOWDP), Department of Social Welfare and Development (DSWD) certification.

The Board Resolution or Secretary's Certificate referring to the said Board Resolution designating the bidder's authorized representative and signatory need not specifically indicate the particular project where such authority is given provided that the said authority covers activities by PS.

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Sec. III. Bid Data Sheet

ITB Clause 12.1(b)(iii)

For purposes of the Omnibus Sworn Statement, the statement pertaining to the authority of the signatory must be supported by the following documents:

For sole proprietorship, a duly notarized Special Power of Attorney;

For partnership, corporation, cooperative or joint venture, a duly notarized Secretary's Certificate issued by the entity or members of the joint venture.

PhilGEPS Certificate of Registration and Membership

2016 Revised IRR of RA 9184, all bidders shall upload and maintain in PhilGEPS a current and updated file of the following Class "A" eligibility documents under Sections 23.1(a) and 24.1(a) of the same IRR.

Deferment of Mandatory Submission of PhilGEPS Certificate of Registration and Membership (CIRCULAR 07-2017, 31 July 2017)

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To give ample time to all prospective bidders to register with PhilGEPS under the Platinum Membership category and provide a transitory period to all procuring entities, the Government Procurement Policy Board resolved to approved the delayed implementation of mandatory submission of PhilGEPS Certificate of Registration and Membership in Competitive Bidding.

During bid opening bidders may submit:

1. Class "A" Eligibility Documents required to be uploaded and maintained current and updated in the PhilGEPS pursuant to Section 8.5.2 of the same IRR;

2. PhilGEPS Certificate of Platinum Registration and Membership in lieu of their uploaded file of Class "A" Documents; or

3. a combination thereof.

Note: Certificate of PhilGEPS Registration (Platinum Membership) shall remain as a post-qualification requirement

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Class "A" Eligibility Documents:

- a. Registration Certificate
- b. Mayor's Permit/Business Permit or its Equivalent Document
- c. Tax Clearance
- d. PCAB license and registration, if applicable
- e. Audited Financial Statements

Sec. III. Bid Data Sheet

ITB Clause 20.1

Bidders shall enclose their original eligibility and technical documents described in ITB Clause 12 in one sealed envelope marked "ORIGINAL - TECHNICAL COMPONENT", and the original of their financial component described in ITB Clause 13 in another sealed envelope marked "ORIGINAL - FINANCIAL COMPONENT." In addition, the Bidders shall submit a copy of each of the Technical Component and the Financial Component (**hard and soft copy**) of their bids in separate envelopes, respectively. Then, the bidders shall seal and mark the original and the copies of their bids in accordance with BDS 20.2.

In the event of any discrepancy between the original and the copy, the original shall prevail.

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Sec. III. Bid Data Sheet

ITB Clause 20.2

The inner and outer envelopes of the Technical Component and the Financial Component of the bids shall be marked in accordance with ITB Clause 20.4

To facilitate the receipt and classification of bid envelopes, outer envelopes shall be color **RED**, inner envelope containing Technical Proposal shall be color **BLUE** and inner envelope containing Financial Proposal shall be color **GREEN**.

The following documents which are to be submitted as part of the bids must be produced in electronic forms recorded on three (3) CDs (**both Word format and PDF(or read-only) format**)

1. Statement of Compliance with Technical Specifications
2. Filled out Price Schedule
3. Filled out Net Financial Contracting Capacity (NFCC)

No Contact Rule

Section 32.1 of the IRR of RA 9184

“Members of the BAC, including its staff and personnel, as well as its Secretariat and TWG, are prohibited from making or accepting any communication with any bidder regarding the evaluation of their bids until the issuance of the Notice of Award. However, the BAC, through its Secretariat, may ask in writing the bidder for a clarification of its bid. All responses to requests for clarification shall be in writing.”

DEPARTMENT OF EDUCATION

Sec. III. Bid Data Sheet

ITB Clause 29.2

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 LCB, the Bidder shall submit the following requirements:

- A. Latest income and business tax returns: Printed copies of the Electronically filed Income Tax / Business Tax Returns with copies of their respective Payment confirmation Forms for the immediately preceding calendar / tax year from the authorized agent bank;
- B. Other appropriate licenses and permits required by law or as may be prescribed by the BAC.

Sec. III. Bid Data Sheet

- In addition to the above post-qualification documents, the bidder with the lowest calculated bid (LCB) is required to submit a sample unit of the item (dental chair) being offered with the following requirements:
 - Must be branded, brand new and genuine, and
 - Shall have the same specifications as indicated in the Bidder's Actual Offer (Technical Specification Section)

Sec. III. Bid Data Sheet

ITB Clause 29.2

To facilitate post-qualification, the bidder **at its option** may submit in advance, i.e., on the deadline for submission and receipt of bids, above requirements and other documents required in Section II. ITB 29.2.

Failure of the samples to meet DepEd specifications shall be a ground for disqualification of the bidder/s.

- ITB 29.2 Documents
- Name of Project: _____
- Bid Opening Date: _____
- Name of Bidder: _____

Sec. III. Bid Data Sheet

ITB Clause 31

Determination of Award shall be as one lot.

ITB Clause 33.2

- The successful bidder shall furnish the performance security in any of the forms prescribed in ITB Clause 33.2 **and amount not less than the required percentage of the contract price**, and shall remain valid until thirty (30) days from issuance by the Procuring Entity of the Certificate of Final Acceptance and must be **co-terminus** with the Project.
- The performance security posted shall be turned-over to the DepEd Cash Division for custody.
- The Supplier shall be responsible for the extension of its performance security during the remaining period or duration of the Project reckoned from the date of the effectivity of the contract, or for any contract time extension granted by DepEd, which shall be valid until final acceptance of the Project.

Section V. Special Conditions of Contract

- **GCC Clause 10.3**

Payment

The method and conditions of payment to be made to the Supplier through the Government disbursement procedure within sixty (60) days from submission of documents under this Contract shall be as follows:

Progress Payment

- Progress Payments of 15% above shall be paid to the Supplier from the total contract price per zone upon delivery and acceptance of the Goods at Project Site and upon submission of the documents (i) to (iii) specified in SCC for GCC Clause 6.2 and other documents required in government accounting and auditing rules and regulations.

Section V. Special Conditions of Contract

- **Initial progress payment**, a minimum of 25% of the Contract Price per lot or per item shall be paid to the Supplier upon a minimum of 25% of the requirement per lot or per item and duly accepted by the school's representative.
- **Final payment** shall constitute release of the retention money in case of expiry of the warranty period, or whatever is left of it, after it has been called for use under the warranty provision.

Section V. Special Conditions of Contract

- Payments shall be subject to the “Warranty” provision in the form of either retention money in an amount equivalent to **five percent (5%)** of payment, or a special bank guarantee in the amount equal to at least **five percent (5%)** of the Contract Price required in Section 62 of RA 9184 and its IRR.
- The retention money or special bank guarantee shall be released only after the lapse of the Warranty in SCC Clause 17.3.

Section V. Special Conditions of Contract

- **GCC Clause 17.3**

Warranty

The Supplier shall be liable for manufacturing defects or patent and latent substandard quality of the items delivered three (3) months after acceptance by the Procuring Entity of the delivered Goods, whether or not the items have been used within that period.

However, for non-expendable supplies and equipment, the warranty period shall be one (1) year after acceptance by the Procuring Entity of the delivered Goods.

Section VI. Schedule of Requirements

Delivery / Project Site(s):

Central Elementary Schools
Clinic and DepEd Offices
(Central Office and Region
and Division).

Present page 113 of the bidding documents.

Section VII. Technical Specifications

**Detailed Technical
Specifications on Page 119
of the bidding documents**

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See page 119 of the bidding documents.

Deadline for Submission and Opening of Bids

November 18, 2019

1:00 P.M.

**BCD Conference Room
3rd Floor, Bonifacio Bldg.**

Deadline for Letters of Clarification:

November 8, 2019

Pre-Bid Conference

**FLOOR NOW OPEN
FOR QUERIES**