



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, 5<sup>th</sup> 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(005)-BIV-CB-037  
Project : Procurement of Medical Supplies (package) for Health Clinics  
ABC : PhP 227,787,983.00  
End-User : School Health Division (SHD)  
Date & Time : November 29, 2019, 9:00 A.M.  
Venue : BLSS Conference Room, 3/F, Mabini 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 II and Mr. Adrian Paul D. Esplana, Driver II; and Mr. Roderin C. Balla, Messenger (BAC Secretariat Division)

Technical Working Group (TWG): Dr. Cynthia D. Coronado, Dr. Rainero U. Reyes, Dr. Mariblanca P. Piatos, and Dr. Marjorie G. Pudín

Observer(s): Mr. Reynaldo B. Famorcan, Commission on Audit (COA)

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

1) Shenna Abimuman (NIKKA TRADING); 2) Sheryl Maglaque and Julienna Medina (KOSMOS TECHNOMOBILE INC.); 3) Jane Anicai and Kackie Eder (JOLLI COM INC); 4) Arnel Hinagpis (Medical Trading); 5) Jay T. Guarin (SGS Healthcare Co.); 6) Julius Ramos and Marinette Avesma (Greentrust); 7) Bambi Valdemoro (JOSETH TRADING); and 8) Rowena A. Gradon (FNB Educational)

**I. CALL TO ORDER**

Dir. Roger B. Masapol, BAC IV Vice-Chairperson, presided and called the pre-bid conference to order at 9:16 A.M. The BAC Secretariat documented the minutes of meeting.

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II. CERTIFICATION OF QUORUM

The BAC IV Vice-Chairperson certified that the quorum of the BAC was present to transact business. He acknowledged the presence of the BAC members, BAC Secretariat, TWG, observer and prospective bidders.

III. HIGHLIGHTS OF DISCUSSION

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

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

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

<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>
Section III. BDS, ITB Clause 20.2	The prospective bidder clarified if the bidder bids for two (2) or more lots is the technical documents and financial documents shall be submitted on per lot basis	Engr. Luis G. Purisima, Jr. replied that in a case the bidder bid for two (2) or more lots, instead of submitting the technical documents for all the lots bid for, bidder may opt to submit the technical documents of all the lots bid for in one (1) lot, however, the financial documents must be submitted on per lot basis.	Y
Section III. BDS, ITB Clause 20.2 GCC Clause 6.2	The prospective bidders clarified whether or not the documents which are to be submitted as part of the bids must be produced in electronic forms	BAC IV Vice-Chairperson replied that documents which are to be	Y

(Packaging)	recorded on three (3) CDs or flash drive.	submitted as part of the bids must be produced in electronic forms recorded on (1) CD or flash drive. Engr. Luis G. Purisima, Jr. stated that the CD or flash drive must be submitted only in the one sealed envelope marked "ORIGINAL - TECHNICAL COMPONENT", and (1) CD or flash drive of the original financial component described in ITB Clause 13 in another sealed envelope marked "ORIGINAL - FINANCIAL COMPONENT."	
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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. Shenna Abinuman clarified whether or not Ninety (90) calendar days shall not be extended.	BAC IV Vice-Chairperson responded that the contract duration may be extended subject for the deliberation of the BAC.	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	The prospective bidders clarified and proposed for modifications of the following: 1) Aneroid Sphygmomanometer with Stethoscope- whether the device must have an ISO 13485 or its equivalent; 2) Medical Retractable Tape Measure- whether or not the	BAC IV Vice-Chairperson responded that the clarifications and proposals of the technical specifications shall be subject for deliberation of the	Y

	<p>measuring range may be adjusted;</p> <p>3) Wheelchair- whether or not the adjustable armrest and footrest may be modified;</p> <p>4) Kidney Basin- whether or not the range of length and width may be adjusted;</p> <p>5) Stretcher- whether or not Aluminum Alloy folding stretcher may be considered; and whether or not quality complies with EN 1865:2000 or its equivalent is acceptable;</p> <p>6) Glucometer (Glucose Meter)- whether or not should be supplied with one control solution of at least 20 ml may be considered;</p> <p>7) Glucose Strips- whether or not should be individually foiled-packed;</p> <p>8) Lancets, Glucometer appropriate, 100s/box- whether or not the gauge of the item should be in range;</p> <p>9) Nebulizing Kit- whether or not the air flow, sound level and weight may be modified; and</p> <p>10) Clotrimoxazole Cream- whether or not 10 mg may be adjusted.</p>	BAC.	
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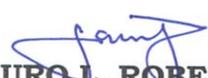
The BAC IV Vice-Chairperson announced that having exhausted most of the bidders' queries and issues, the prospective bidders may write a clarification which may be sent via the BAC Secretariat e-mail address on or before December 2, 2019 5:00 P.M. Furthermore, the BAC IV Vice-Chairperson stated the BAC will issue a Bid Bulletin if necessary on or before December 4, 2019 5:00 P.M.

Having no other matters to discuss, the pre-bid conference was adjourned at 11:05 A.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

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**Minutes of Pre-Bid Conference**

Project No. : 2019-10-BLSS2(005)-BIV-CB-037  
Project : Procurement of Medical Supplies (package) for Health Clinics  
ABC : PhP 227,787,983.00  
End-User : School Health Division (SHD)  
Date & Time : November 29, 2019, 9:00 A.M.  
Venue : BLSS Conference Room, 3/F, Mabini Building, DepEd Complex, Meralco Avenue, Pasig City

Concurred by:  
BIDS AND AWARDS COMMITTEE IV

  
**ROGER B. MASAPOL**  
Director IV and Vice-Chairperson

  
**ELLA CECILIA G. NALIPONGUIT**  
Director III and Regular Member

  
**ENGR. LUIS G. PURISIMA, JR.**  
Provisional Member



**PROCUREMENT MANAGEMENT SERVICE**

Room M-511, 5th Floor, Mabini Building, DepEd Complex, Meralco Avenue, Pasig City, Philippines  
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 Telefax: 8 633.93.43 / 8 636.65.42

**Bids and Awards Committee IV**

**ATTENDANCE SHEET**

◆ Pre-Procurement Conference ◆ Pre-Bid Conference ◆ Bid Opening ◆ Other BAC Meeting:  
 Project(s) : **Procurement of Medical Supplies (package) for Health Clinics**

Date : **November 29, 2019**

Time : **9:00 A.M.**

Venue : **BSSS Conference Room, 5th Floor, Mabini Building, DepEd Complex**

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

Name / Office	Signature	Name / Office	Signature	Name / Office	Signature
<b>IV. Technical Working Group (TWG)</b>					
RAINERIO U. RETES / Admin		Admin / Rainerio U. Retes		Admin / Rainerio U. Retes	
Marielene P. Pictor (SHO) / Support					
MARJORIE S. EVORA					
CYNTHIA J. CORDON					
<b>V. End-User Representative(s)</b>					
<b>VI. Observer(s)</b>					
Raynal de B. Famoscan		USA			



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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 Medical Supplies (package) for Health Clinics**

Date : **November 29, 2019**

Time: **9:00:00 A.M.**

Venue : **BLSS Conference Room, 3rd Floor, Mabini 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	Nikka Trading	SHEMMA ABINUYAN	8402790			
2	KOSMOS Technomobile Inc.	Sheryl Maglaque	09055640154			
3	Kosmos Technomobile Inc	Julienne Medina	09950552342			
4	JOLLI COM INC	JANE ANI CBL	09175142516			
5	Jollicom Inc.	Jackie Eder	0967-290-6106			
6	Medical Center Trading Corp.	Arnel Hinagpis	09285060356 631-9355			
7	Jay T. Guat'in	SGS Healthcare	09192724222			
8	JULIUS RAMOS	GILBERT MUEST	09174766869			
9	MARINETE ARENA	GILBERT MUEST	0917848886			
10	Bambi Valdemoro	JOSEPH TRADING	09427432743			
11	Rowena A. Garden	PNB Educational				
12						
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REPUBLIKA NG PILIPINAS  
 REPUBLIC OF THE PHILIPPINES  
 KAGAWARAN NG EDUKASYON  
 DEPARTMENT OF EDUCATION



**PROCUREMENT MANAGEMENT SERVICE**

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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 Medical Supplies (package) for Health Clinics

Date : November 29, 2019 Time: 9:00:00 A.M.

Venue : BLSS Conference Room, 3rd Floor, Mabini Building, DepEd Complex

PLEASE PRINT LEGIBLY.						
No.	FULL Name of Company	Name of Representative	Contact No.	Signature	Bidder has purchased Bids	Date & Time of Submission of Bids (for BO only)
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- **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*

• **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*

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

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

**Date of Advertisement and Posting of**

**Invitation to Bid:**

**November 21, 2019**

*(PhilGEPS, DepEd Website and DepEd Bulletin Board)*

**Bid Bulletin No. 1: November 22, 2019**

<b>Medical Equipment</b>		
1	NCR,CAR, REGION I, II, III, IVA, IVB & V	46,339,910.00
2	REGION VI, VII & VIII	30,120,184.50
3	REGION IX, X, XI, XII, CARAGA	32,718,044.50

<b>Medical Supplies</b>		
4	NCR,CAR, REGION I, II, III, IVA, IVB & V	20,446,940.00
5	REGION VI, VII & VIII	13,345,773.00
6	REGION IX, X, XI, XII, CARAGA	15,418,008.00

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<b>Medicines</b>		
7	NCR, CAR, REGION I, II, III, IVA, IVB & V	29,413,138.00
8	REGION VI, VII & VIII	19,198,042.50
9	REGION IX, X, XI, XII, CARAGA	20,787,942.50
<b>Total</b> (Lot Nos. 1,2,3,4,5,6,7,8, & 9)		<b>227,787,983.00</b>

**Start of Issuance of Bidding Documents:**  
November 21, 2019

**Cost of Bidding Documents:**

<b>Medical Equipment</b>	
1	22,000.00
2	13,500.00
3	14,500.00

**Bidding Documents may be downloaded at the following websites:**  
[www.philgeps.gov.ph](http://www.philgeps.gov.ph)  
[www.deped.gov.ph](http://www.deped.gov.ph)

**Start of Issuance of Bidding Documents:**

November 21, 2019

**Cost of Bidding Documents:**

[REDACTED]	
<b>Medical Supplies</b>	
3	21,000.00
4	13,000.00
5	16,000.00

**Bidding Documents may be downloaded at the following websites:**

[www.philgeps.gov.ph](http://www.philgeps.gov.ph)

[www.deped.gov.ph](http://www.deped.gov.ph)

**Start of Issuance of Bidding Documents:**

November 21, 2019

**Cost of Bidding Documents:**

[REDACTED]	
<b>Medical Equipment</b>	
7	22,000.00
8	13,500.00
9	14,500.00

**Bidding Documents may be downloaded at the following websites:**

[www.philgeps.gov.ph](http://www.philgeps.gov.ph)

[www.deped.gov.ph](http://www.deped.gov.ph)

No. of Prospective Bidders that purchased  
the Bidding Documents

As of **November 28, 2019, 5:00 P.M.:**

0 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.**

• **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](http://www.philgeps.gov.ph)) and the procuring entity's website ([www.deped.gov.ph](http://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**

Single / Sole Proprietorships
Partnerships
Corporations
Cooperatives
Joint Ventures
Government Corporate Entities

**Foreign Entities**

Direct Participation
Joint Venture (40%)

## Eligibility Documents

### **1. Class "A" Documents**

Legal Eligibility Documents

Technical Eligibility Documents

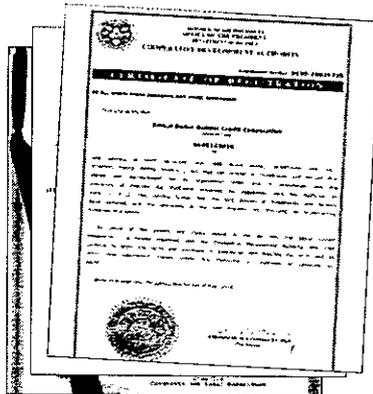
Financial Eligibility Documents

### **2. Class "B" Documents**

Joint Venture Agreement or Notarized  
statements from potential partners

## Legal Eligibility Documents

### **Business Registration Certificate**





## 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
			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: \_\_\_\_\_

Prospective bidders for **Medical Equipment (Lot Nos. 1, 2, and 3)** 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 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 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. The contracts may come from different agencies/companies.

**(continuation...)**

Prospective bidders for **Medical Supplies and Medicines (Lot Nos. 4, 5, 6, 7, 8, and 9)** 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 twenty-five percent (25%) 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 twenty-five percent (25%) of the ABC to be bid for; and the largest of these similar contracts must be equivalent to at least 12.5% of the ABC to be bid.

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

### **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.



## 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

#### INDEPENDENT AUDITOR'S REPORT

The Board of Directors and the Board of Trustees  
The Board of Directors  
The Board of Trustees  
The Board of Directors  
The Board of Trustees

Report on the Audited Financial Statements

#### Opinion

We have audited the financial statements of the Department of Education, Office of the Regional Director - Region III, for the period from January 1, 2013 to December 31, 2013, and the comparative information of 2012, in accordance with the standards of the Philippine Institute of Certified Public Accountants (PICA).

In our opinion, the financial statements present fairly, in all material aspects, the financial position, financial performance and cash flows of the Department of Education, Office of the Regional Director - Region III, for the period from January 1, 2013 to December 31, 2013, and the comparative information of 2012, in accordance with the standards of the Philippine Institute of Certified Public Accountants (PICA).

#### Basic Accounting Principles

We conducted our audit in accordance with the latest standards of auditing issued by the Philippine Institute of Certified Public Accountants (PICA) and the standards of the Philippine Institute of Certified Public Accountants (PICA) for the period from January 1, 2013 to December 31, 2013, and the comparative information of 2012, in accordance with the standards of the Philippine Institute of Certified Public Accountants (PICA).

#### 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 the standards of the Philippine Institute of Certified Public Accountants (PICA) and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is also responsible for assessing the Department of Education, Office of the Regional Director - Region III, and for disclosing the results of those assessments, including the Department of Education, Office of the Regional Director - Region III, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Our responsibility is to express an opinion on the financial statements based on our audit. We do not provide an opinion on the internal control system of the Department of Education, Office of the Regional Director - Region III, or on the financial statements taken as a whole.

Our audit was conducted in accordance with the standards of the Philippine Institute of Certified Public Accountants (PICA) and the standards of the Philippine Institute of Certified Public Accountants (PICA) for the period from January 1, 2013 to December 31, 2013, and the comparative information of 2012, in accordance with the standards of the Philippine Institute of Certified Public Accountants (PICA).

Report on the Supplementary Information Required Under Section 12.1 of the IRR of RA 9184

The auditor will conduct a limited review of the supplementary information required under Section 12.1 of the IRR of RA 9184. The auditor will not provide an opinion on the supplementary information. The auditor will only provide a limited review of the supplementary information. The auditor will only provide a limited review of the supplementary information. The auditor will only provide a limited review of the supplementary information.

Raymond C. Angeles  
CPA



INDEPENDENT AUDITOR'S REPORT

INDEPENDENT AUDITOR'S REPORT

## **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.**

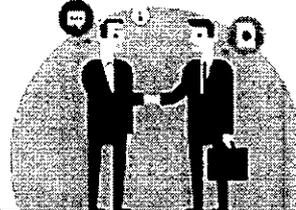
**Committed Line of Credit = must be at least equal to ten percent (10%) of the ABC to be bid**

## **Class "B" Documents**

### **Joint Venture Agreement**

**OR**

**Duly notarized statements from all the potential joint venture partners**



## 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

## 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%)

## Technical Documents

### Bid Security (For Bid Bulletin)

Lot No.	ABC (in PhP)	Forms of Bid Security (In Php)				Bid Securing Declaration (no percentage required)
		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)		
1	46,339,910.00	926,798.20	926,798.20	2,316,995.50	-	
2	30,120,184.50	602,403.69	602,403.69	1,506,009.23	-	
3	32,718,044.50	654,360.89	654,360.89	1,635,902.23	-	
4	20,446,940.00	408,938.80	408,938.80	1,022,347.00	-	
5	13,345,773.00	266,915.46	266,915.46	667,288.65	-	

## Technical Documents

### Bid Security (For Bid Bulletin)

Lot No.	ABC (in PhP)	Forms of Bid Security (In Php)				Bid Securing Declaration (no percentage required)
		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)		
6	15,418,008.00	308,360.16	308,360.16	770,900.40	-	
7	29,413,138.00	588,262.76	588,262.76	1,470,656.90	-	
8	19,198,042.50	383,960.85	383,960.85	959,902.13	-	
9	20,787,942.50	415,758.85	415,758.85	1,039,397.13	-	
<b>Total</b>	<b>227,787,983.00</b>	<b>4,555,759.66</b>	<b>4,555,759.66</b>	<b>11,389,399.15</b>		



# Technical Documents

## Omnibus Sworn Statement

#1 WITNESS WHEREOF, I have hereunto set my hand this \_\_\_ day of \_\_\_ 20\_\_ at  
the City of \_\_\_\_\_.

Before a Representative/Authorized Signatory

SUBSCRIBED AND SWORN to before me in the City/Municipality of \_\_\_\_\_ Precinct and  
the Precinct of \_\_\_\_\_ of the County of \_\_\_\_\_, this \_\_\_ day of \_\_\_\_\_, 20\_\_  
by \_\_\_\_\_ who has hereunto set his/her hand  
through me \_\_\_\_\_ (if a firm) \_\_\_\_\_ and he is the  
same person who personally signed before me the foregoing Affidavit and acknowledged  
that he executed the same.

\_\_\_\_\_ (Notary Public)

Law  
PTN no  
Date  
Place  
TIN  
EOP

Doc. No  
Page No  
Block No  
District of DC

Note:  
\*Sec. 12. Complete Evidence of Identity - The phrase "Complete 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, voter clearance, postal ID, voter's ID, (Foreign) birth certificate, Government Service and Insurance System (GSIS) record, Social Security System (SSS) card, Firearm's card, valid return card, Overseas Workers Welfare Administration (OWWA) ID, DHS ID, Veteran's Book, valid certificate of registration/eligibility certificate of registration, government office ID, certification from the National Council for the Welfare of Disabled Persons (NCWDSP), Department of Social Welfare and Development (DSWD) certification.  
The Board Resolution or Secretary's Certificate referring to the said Board Resolution designating the holder's authorized representative and signatory need not specifically indicate the particular projects where such authority is given provided that the said authority covers activities by PS.

## 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)**

### **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**

### **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.

### **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 or flash drive (**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)

### **ITB Clause 20.2**

A bidder may bid on one or more lots. Submit only one (1) set of bid doc (1 original and 2 copies), provided the following is observed:

1. The NFCC requirement as clarified in BDS Clause 5.5 has been properly accomplished.
2. The Statement of Compliance with Technical Specifications clearly indicate the items and lots bid for.
3. The Price Schedule clearly indicate the items and lot bid for and their offered prices.

### **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.”

### **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:

- 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;
- Valid Product Notification issued by the Philippine Food and Drug Administration ( for all medicines);
- Certificate of Product registration that matches the product offered; and
- Authority to distribute directly from the manufacturer.

- In addition to the above post-qualification documents, the bidder with the lowest calculated bid (LCB) is required to submit a sample of the items 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)

## 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: \_\_\_\_\_

## ITB Clause 31

Determination of Award shall be on a per lot basis.

## 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.

- **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**

- Supplier may submit a request for payment based on the monthly Progress Reports which shall be attached to the progress billing and include the following: (i) cumulative quantities of items delivered based on the schedule of deliveries and other relevant terms and conditions of the contract; and (ii) Inspection and Acceptance Reports, including certification by Supplier, as approved by the duly authorized DepEd representative, that the items have been delivered and/or properly installed and commissioned in accordance with the contract.

- **Initial progress payment**, a minimum of 25% of the Contract Price shall be paid to the Supplier upon a minimum of 25% of the requirement 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.

- Payment shall be made subject to the “Warranty” provision in the form of either retention money in an amount equivalent to at least three percent (3%) of every progress payment, or a special bank guarantee equivalent to at least three percent (3%) of the total Contract Price as required under Section 62 of RA 9184 and its revised IRR.
- The retention money or special bank guarantee shall be released only after the lapse of the Warranty in SCC Clause 17.3.

- **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.

**Delivery / Project Site(s):**

Central Elementary Schools  
Nationwide

**Please refer to  
Detailed Technical  
Specifications of the  
bidding documents**

**December 11, 2019**

**9:00 A.M.**

**BLSS Conference Room**

**3<sup>rd</sup> Floor, Mabini Bldg.**

Deadline for Letters of Clarification:

**November 29, 2019**

**FLOOR NOW OPEN  
FOR QUERIES**