

Department of Education  
**BIDS AND AWARDS COMMITTEE II**  
 CHECKLIST FOR BID OPENING  
 (GOODS AND SERVICES)

Project: **Supply and Delivery of One-Year Subscription for DepEd Commons for Unlimited Users with Support Services**

Project No.: **2020c-BLR4(005)-BII-CB-009**

ABC: **Php 35,000,000.00**

End-User/PMO: **Information and Communications Technology Service – Solutions Development Division (Funds charged against Bureau of Learning Resources – Cebu)**

Date, Time & Venue of Bid Opening: **November 17, 2020, 11:00 A.M., Bulwagan ng Karunungan, G/F, Rizal Building, DepEd Complex**

Name of Bidder: \_\_\_\_\_

**Lot No. 1**

ABC:

**₱35,000,000.00**

*SLCC at least 50% of the ABC of the lot or* ₱17,500,000.00

*Largest of the aggregate contracts at least 25% of the ABC of the lot* ₱8,750,000.00

		Lead Partner			JV Partner		
		YES (Presence)	NO (Absence)	REMARKS	YES (Presence)	NO (Absence)	REMARKS
<b>I.</b>	<b>TECHNICAL COMPONENT</b>						
1	One (1) original						
	Two (2) copies						
	Three (3) USB drives ( <b>optional</b> ) for the following: <b>1. Statement of Compliance with Technical Specifications</b> <b>2. Filled out Net Financial Contracting Capacity (NFCC)</b>						
2	Valid Certificate of PhilGEPS Registration ( <b>Platinum Membership</b> ), OR			Certificate No.: Date Issued: Expiry Date:			Certificate No.: Date Issued: Expiry Date:
	Registration certificate from SEC, DTI for sole proprietorship, or CDA for cooperatives			DTI Cert. No.:			DTI Cert. No.:
				SEC Reg. No.:			SEC Reg. No.:
				CDA Registry No.:			CDA Registry No.:
				Valid from:			Valid from:

	Lead Partner			JV Partner		
	YES (Presence)	NO (Absence)	REMARKS	YES (Presence)	NO (Absence)	REMARKS
			Valid to:			Valid to:
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.			Mayor's Permit No.:			Mayor's Permit No.:
			Issued By:			Issued By:
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 after award of contract but before payment as per GPPB 09-2020, dated 7 May 2020.			Date Issued:			Date Issued:
			Expiry Date:			Expiry Date:
Tax Clearance per Executive Order 398, Series of 2005			TCC No.:			TCC No.:
			Valid from:			Valid from:
			Valid until:			Valid until:
Audited financial statements, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year, which should not be earlier than two (2) years from bid submission, showing among others the total and current assets and liabilities			Year:			Year:
			Auditor:			Auditor:

		Lead Partner		REMARKS	JV Partner		REMARKS
		YES (Presence)	NO (Absence)		YES (Presence)	NO (Absence)	
3	Duly signed Statement of all ongoing government and private contracts, including contracts awarded but not yet started, if any <b>(Original)</b>			Value of all outstanding or uncompleted portions:			Value of all outstanding or uncompleted portions:
4	Prospective bidder's single completed contract within the last ten (5) years similar to the contract to be bid, the value of which must be at least 50% of the ABC of the lot or lots bid for <b>(Original)</b>			Name of Contract: Date: Amount: Sufficient or Insufficient:			Name of Contract: Date: Amount: Sufficient or Insufficient:
	For this purpose, similar contracts shall refer to <b>Supply and Delivery of ICT Solution</b>						
	<i>November 17, 2015 to November 17, 2020</i>						
	<i>November 17, 2015 and below</i>						
	<i>At least 50%</i>						
	<i>Less than 50%</i>						
	Optional: At least (2) similar contracts and the total of the aggregated contract amount should be equivalent to at least 50% of the ABC of the lot/s bid for; and the largest of these similar contracts must be equivalent to at least 25% of the ABC of the lot/s to be bid			Total Number of Aggregated Contracts: Total Amount of Aggregate Contracts: Sufficient or Insufficient:			Total Number of Aggregated Contracts: Total Amount of Aggregate Contracts: Sufficient or Insufficient:
	<i>November 17, 2015 to November 17, 2020</i>						
	<i>November 17, 2015 and below</i>						
	<i>At least 50%</i>						
	<i>Less than 50%</i>						

		Lead Partner			JV Partner		
		YES (Presence)	NO (Absence)	REMARKS	YES (Presence)	NO (Absence)	REMARKS
5	Duly signed Computation of Net Financial Contracting Capacity (NFCC) which shall be at least equal to the ABC being bid <b>(Original)</b> OR			Current Assets:			Current Assets:
				Current Liabilities:			Current Liabilities:
				Ongoing Projects:			Ongoing Projects:
				TOTAL NFCC :			TOTAL NFCC :
	Committed Line of Credit <b>(Original at least equal to ten percent (10%) of the ABC to be bid)</b>						
6	Valid and duly signed JVA, in case the joint venture is already in existence, or duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful, if applicable <b>(Original)</b>						
7	<b>Original Bid Security</b>						
	(a) Cashier's/manager's check issued by a Universal or Commercial Bank. Two percent (2%)			Amount:			Amount:
	(b) 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. Two percent (2%)			Amount:			Amount:
	(c) Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security. Five percent (5%)			Amount:			Amount:
	(d) Original notarized Bid Securing Declaration			Notary Public: PTR No.:			Notary Public: PTR No.:

		Lead Partner			JV Partner		
		YES (Presence)	NO (Absence)	REMARKS	YES (Presence)	NO (Absence)	REMARKS
8	Duly accomplished and signed Bidder's Statement of Compliance using the prescribed form in Section VI. Schedule of Requirements, Section VII. Technical Specifications and Section VIII. Bidding Forms of this Bidding Document in conformity with technical specifications, as enumerated and specified in Sections VI and VII of the Bidding Documents, with bidder's statement of compliance and original signature of bidder's authorized signatory <b>(Original)</b>						
9	<b>Original</b> and duly signed Omnibus Sworn Statement in accordance with Section VIII. Bidding Forms			Notary Public:  PTR No.:			Notary Public:  PTR No.:
10	<b>Original</b> and duly signed sworn Affidavit of Disclosure of No Relations in accordance with Section VIII. Bidding Forms			Notary Public:  PTR No.:			Notary Public:  PTR No.:
11	Notarized Secretary's Certificate, in case of corporation, partnerships, joint venture or cooperative or Notarized Special Power of Attorney, in case of sole proprietorship <b>(Original)</b>			Notary Public:  PTR No.:			Notary Public:  PTR No.:
12	[For foreign bidders claiming by reason of their country's extension of reciprocal rights to Filipinos] Certification from the relevant government office of their country stating that Filipinos are allowed to participate in government procurement activities for the same item or product. <b>(Original)</b>						

		Lead Partner			JV Partner		
		YES (Presence)	NO (Absence)	REMARKS	YES (Presence)	NO (Absence)	REMARKS
13	Foreign firms that will participate as foreign bidders or in joint venture with Filipino-owned firms shall submit the required Class "A" documents and other supporting documents or printed literature, in accurate translation in English. Each of these documents shall be individually certified by the appropriate embassy or consulate in the Philippines to ensure that each of the documents is verified and authenticated. Said documents shall be verified and authenticated by Office of Consular Affairs, Department of Foreign Affairs (DFA), Manila, Philippines. Hence, a Certificate of Authenticity issued by DFA shall be submitted together with the other technical component requirements. / For Contracting Parties to the Apostille Convention, the documents shall be authenticated through an apostille by the Competent Authority, except for countries identified by the Department of Foreign Affairs (DFA) that will still require legalization (red ribbon) by the relevant Embassy or Consulate.						
<b>II FINANCIAL COMPONENT</b>							
1	One (1) original						
	Two (2) copies						
	Three (3) USB/Flash drives (both Word format and PDF(or read-only) format) <b>(optional)</b> for the <b><i>Filled out Price Schedule</i></b>						
2	Duly signed original Financial Bid Form						
3	Duly signed original Applicable Price Schedule						
4	Certification from the DTI, SEC or CDA if the bidder claims domestic preference						
<b>III OPTIONAL (Section II, ITB Clause 20.2) in a separate envelope</b>							
1	Latest income and business tax returns:						

		Lead Partner			JV Partner		
		YES (Presence)	NO (Absence)	REMARKS	YES (Presence)	NO (Absence)	REMARKS
	Printed copies of the electronically filed Income Tax and Business Tax Returns with copies of their respective Payment Confirmation Forms for the immediate preceding calendar/tax year from the authorized agent bank <b>NOTE:</b> The latest income and business tax returns are those within the last six months preceding the date of bid submission.						
2	Certificate of PhilGEPS Registration (Platinum Membership, in case bidder opts to submit Class "A" Legal Documents during submission and opening of bids.						
3	Other appropriate licenses and permits required by law or as may be prescribed by the BAC						

Overall Remarks:  Passed  Failed

Prepared by:

Noted by:

\_\_\_\_\_  
Name and Signature of Bidder's Authorized Representative

**Usec. REVSEE A. ESCOBEDO**

BAC II Chairperson

**Dir. ANNE RACHEL C. MIGUEL**

BAC II Regular Member

**Dir. ABRAM Y.C. ABANIL**

BAC II Vice-Chairperson

**Atty. CORNELIO A. PACALA**

BAC II Provisional Member

**MARIA CLARISSE T. LIGUNAS**

BAC II Provisional Member