



BID BULLETIN NO. 1

22 January 2020

Attention: All prospective bidders for the project

Bid Ref. No. G-2020-01: SUPPLY AND DELIVERY OF TWO (2) UNITS CROSS-OVER UTILITY VEHICLE FOR THE DEVELOPMENT BANK OF THE PHILIPPINES (DBP)-REBID; ABC: Php2,831,000.00

Please be informed of the following:

1. The schedule for the submission and opening of bids shall proceed as follows:

SCHEDULE OF SUBMISSION AND OPENING OF ELIGIBILITY, TECHNICAL AND FINANCIAL DOCUMENTS/PROPOSAL		
Activity	Time	Venue
*Submission of Eligibility, Technical and Financial Documents/Proposals	30 January 2020 (Thursday) "ON OR BEFORE" 09:00 AM	6/F Executive Lounge-Suite 5 DBP Head Office, Makati City
Opening of Eligibility, Technical and Financial Documents/Proposals	30 January 2020 (Thursday) at 09:30 AM	12/F Executive Lounge-Suite 5 DBP Head Office, Makati City

***Late Bids shall not be accepted**

2. Amendments/Clarification on the Bidding Documents:

Clarifications on the Technical Specifications:

Queries/Concerns	Clarification
A. Technical Specifications 1. Engine • Displacement- Minimum of 1,900 cc but not exceeding 2,000 cc <i>Query: If the 1,500 cc is acceptable as it is the current displacement of their existing vehicles</i>	No. The required Engine Displacement is minimum 1,900 cc but not exceeding 2,000 cc.
B. Other requirements The supplier shall submit a Notarized Certification that the specifications of the vehicle fully conforms to the definition/description of a Cross Over Utility Vehicle (CUV) as provided for in DBM Circular No. 2017-1 dated 26 April 2017 <i>Query: Given the definition of the CUV as provided in the Technical Specifications, the</i>	The given definition of CUV is based on Department of Budget Management (DBM) Circular No. 2017-01 dated 26 April 2017.

Queries/Concerns	Clarification
description of the said vehicle falls under the specifications of Multi-Purpose Vehicle (MPV)	Section 1.1 of the abovementioned Circular states that, <i>"This Circular is being issued to provide the Revised and updated definition/description, classification and specifications of certain motor vehicles that are being allowed for acquisition and use by government agencies under BC No. 2016-5".</i>

Revision on the Technical Specifications:

From	To																				
I. APPROVED BUDGET FOR THE CONTRACT (ABC)	I. APPROVED BUDGET FOR THE CONTRACT (ABC)																				
<table><tr><th rowspan="2">Description</th><th rowspan="2">Quantity</th><th colspan="2">ABC in (Php) inclusive of VAT</th></tr><tr><th>Per Unit</th><th>TOTAL</th></tr><tr><td>Crossover Utility Vehicle (CUV) – Automatic Transmission</td><td>2 Units</td><td>P1,415,500.00</td><td>P2,831,000.00</td></tr></table>	Description	Quantity	ABC in (Php) inclusive of VAT		Per Unit	TOTAL	Crossover Utility Vehicle (CUV) – Automatic Transmission	2 Units	P1,415,500.00	P2,831,000.00	<table><tr><th rowspan="2">Description</th><th rowspan="2">Quantity</th><th colspan="2">ABC in (Php) inclusive of VAT</th></tr><tr><th>Per Unit</th><th>TOTAL</th></tr><tr><td>Crossover Utility Vehicle (CUV) – Automatic Transmission</td><td>2 Units</td><td>P1,415,500.00</td><td>P2,831,000.00</td></tr></table> NOTE: ABC is based on Php 1,415,500.00 (VAT inclusive) per unit/vehicle, inclusive of all charges, if any e.g. delivery charges. Please refer to Revised Technical Specifications <i>per REVISED FORM 8, attached in this Supplemental Bid Bulletin No. 01 dated 22 January 2020</i>)	Description	Quantity	ABC in (Php) inclusive of VAT		Per Unit	TOTAL	Crossover Utility Vehicle (CUV) – Automatic Transmission	2 Units	P1,415,500.00	P2,831,000.00
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Crossover Utility Vehicle (CUV) – Automatic Transmission	2 Units	P1,415,500.00	P2,831,000.00																		
A. Technical Specifications	A. Technical Specifications																				
3. No. of Seats	3. No. of Seats																				
At least 7-Seater with two rows of front seats and foldable rear seats	At least 7-Seater but not more than 10-seater with two rows of front seats and foldable rear seats																				
	Please refer to Revised Technical Specifications <i>per REVISED FORM 8, attached in this Supplemental Bid Bulletin No. 01 dated 22 January 2020</i>)																				
6. Features	6. Features																				
• Air Conditioning System • 2-DIN Entertainment System • 16 in alloy wheel • Power Steering • Power Windows • Rear Parking Sensors	• Air Conditioning System • Entertainment System- Having at least the ff. features AM FM Tuner/CD/MP3/USB/AUX/Bluetooth • 16 in alloy wheel • Power Steering • Power Windows																				

From	To
	• Rear Parking Sensors • Tint-standard Please refer to Revised Technical Specifications per REVISED FORM 8, attached in this Supplemental Bid Bulletin No. 01 dated 22 January 2020)
B. Other Requirements Basic tool kit with complete set of essential tools, new spare tire, early warning device and floor matting The supplier shall process the payment of the vehicle's registration with the Land Transportation Office (LTO), turnover of OR/CR in the name of DBP covering three (3) years registration. One (1) year GSIS TPL Insurance (DBP to Procure); the cost of insurance shall be for the account of the winning bidder. One (1) Year GSIS Comprehensive Insurance (DBP to Procure); the cost of insurance shall be for the account of the winning bidder Dealer must have at least 15 service centers within 50 km radius from DBP Head Office. Original LTO certificate of registration/receipt registered in the name of DBP. Sales Invoice and Delivery Receipt in the name of DBP duly signed, with the date of the receipt indicated therein. Company Official Receipt to acknowledge receipt of payment (upon receipt of check). All expenses to be incurred in the delivery of vehicles to specified DBP Business Units shall be borne by the supplier. DBP reserves the right to inspect, tests or reject the vehicle delivered not in accordance with the specifications. All costs of testing shall be for the account of the supplier. The supplier shall submit a Notarized Certification that the specifications of the vehicle fully conforms to the definition/description of a Cross Over Utility Vehicle (CUV) as provided for in DBM Circular No. 2017-1 dated 26 April 2017, as follows: CUV – a four-wheel enclosed vehicle having dual side doors and a fifth rear door or lifting tailgate. It has a maximum seating capacity of 10 passengers, including the driver, with its two (2) rows of front seats, and foldable rear seats. The CUV has the cargo and passenger carrying space	B. Other Requirements Basic tool kit with complete set of essential tools, new spare tire, early warning device and floor matting Vehicle must be brand new and at least 2020 model. The supplier shall process the payment of the vehicle's registration with the Land Transportation Office (LTO). Winning bidder to procure with assistance from DBP <u>One (1) year GSIS TPL Insurance</u>; the cost of insurance shall be for the account of the winning bidder. Winning bidder to procure with assistance from DBP <u>One (1) year GSIS Comprehensive Insurance</u>; the cost of insurance shall be for the account of the winning bidder. Dealer must have at least 15 service centers within 50 km radius from DBP Head Office. Original LTO certificate of registration/receipt registered in the name of DBP and plate number shall be delivered at DBP HO. Sales Invoice and Delivery Receipt in the name of DBP duly signed, with the date of the receipt indicated therein shall be delivered to DBP HO. Company Official Receipt to acknowledge receipt of payment (upon receipt of check) shall be delivered at DBP HO. All expenses to be incurred in the delivery of vehicles to specified DBP Business Units shall be borne by the supplier. DBP reserves the right to inspect, tests or reject the vehicle delivered not in accordance with the specifications The supplier shall submit a Notarized Certification that the specifications of the vehicle fully conforms to the definition/description of a Cross Over Utility Vehicle (CUV) as provided for in DBM Circular No. 2017-1 dated 26 April 2017, as follows: CUV – a four-wheel enclosed vehicle having dual side doors and a fifth rear door or lifting tailgate. It has a maximum seating capacity of 10

From	To
of an AUV, the aerodynamics and sleekness of a car, and the rugged looks and feel of a sports utility vehicle.	passengers, including the driver, with its two (2) rows of front seats, and foldable rear seats. The CUV has the cargo and passenger carrying space of an AUV, the aerodynamics and sleekness of a car, and the rugged looks and feel of a sports utility vehicle. Please refer to Revised Technical Specifications per REVISED FORM 8, attached in this Supplemental Bid Bulletin No. 01 dated 22 January 2020)
On the provisions of the payment	E. Payment Payment shall be processed only upon completion of Certificate of Acceptance by the DBP representative. Please refer to Revised Technical Specifications per REVISED FORM 8, attached in this Supplemental Bid Bulletin No. 01 dated 22 January 2020)

Revision on the Bidding Forms:

From	To
FORM 2-A TEMPLATE FOR SPECIAL POWER OF ATTORNEY (for Sole Proprietorships)	REVISED FORM 2-A The competent evidence of identity for Notary in the Special Power of Attorney to be submitted by the bidder shall comply with Sec. 12 (a) Rule II of the 2004 Rules of Notarial Practice, to wit: “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 Regulations Commission ID, National Bureau of Investigation Clearance, police clearance, postal ID, Voter’s ID, Barangay certification, Government Service Insurance System (GSIS) E-card, Social Security System (SSS) card, Philhealth Card, Senior Citizen Card, Overseas Workers Welfare Administration (OWWA), 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 (CWDP) Department

From	To
	of Social Welfare and Development (DSWD) certification.” A Revised Special Power of Attorney is hereby attached removing the Community Tax Certificate (CTC). Please refer to Revised Template for the Special Power of Attorney (for Sole Proprietorships) per REVISED FORM 2-A, attached in this Supplemental Bid Bulletin No. 01 dated 22 January 2020)
FORM 8- TECHNICAL SPECIFICATIONS FOR THE TWO (2) UNITS CROSS-OVER UTILITY VEHICLE	REVISED FORM 8- Please refer to Revised Technical Specifications per REVISED FORM 8, attached in this Supplemental Bid Bulletin No. 01 dated 22 January 2020)

Revision on the Checklist of Requirements:

From	To
TAB 2- Proof of appointment/authority of bidder's representative: - Duly <u>notarized</u> Special Power of Attorney (if the bidder is a sole proprietorship) <i>(Template per FORM 2-A)</i> <u>OR</u> - Duly <u>notarized</u> Secretary's Certificate (if the bidder is a corporation, partnership, cooperative or joint venture) <i>(Template per FORM 2-B)</i>	TAB 2- Proof of appointment/authority of bidder's representative: - Duly <u>notarized</u> Special Power of Attorney (if the bidder is a sole proprietorship) <i>(Template per REVISED FORM 2-A attached in the Supplemental Bid Bulletin No. 01 dated 22 January 2020)</i> <u>OR</u> - Duly <u>notarized</u> Secretary's Certificate (if the bidder is a corporation, partnership, cooperative or joint venture) <i>(Template per FORM 2-B)</i> Please refer to Revised Checklist of Requirements per ANNEX "A", attached in this Supplemental Bid Bulletin No. 01 dated 22 January 2020)
TAB 3-B CY 2019 Business/Mayor's permit issued to bidder by the city or municipality where the principal place of business of the bidder is located or the equivalent document for Exclusive Economic Zones or Areas	TAB 3-B CY 2020 Business/Mayor's Permit issued to bidder by the city or municipality where the principal place of business of the bidder is located or the equivalent document for Exclusive Economic Zones or Areas <u>OR</u>

From	To
	CY 2019 Business/Mayor's Permit together with the Official Receipt (OR) to prove for the renewal of the Business/Mayor's Permit for CY 2020 <i>Note: CY 2020 Business/Mayor's Permit shall be required as a post-qualification document if declared as Lowest/Single Calculated Bid (LCB/SCB).</i> Please refer to Revised Checklist of Requirements <i>per</i> ANNEX "A", attached in this Supplemental Bid Bulletin No. 01 dated 22 January 2020)
TAB 9 Conformed Technical Specifications (<i>per FORM 8</i>) duly signed by the bidder's authorized representative.	TAB 9 Conformed Revised Technical Specifications (<i>per REVISED FORM 8</i>) duly signed by the bidder's authorized representative. Please refer to Revised Checklist of Requirements <i>per</i> ANNEX "A", attached in this Supplemental Bid Bulletin No. 01 dated 22 January 2020)
TAB 11 Notarized Certification signed by the bidder's authorized representative certifying that the specifications of the vehicle fully conforms to the definition /description of a cross-over utility vehicles per DBM Circular 2017-1 dated 26 April 2017	TAB 11 Notarized Certification signed by the bidder's authorized representative certifying that the specifications of the vehicle fully conforms to the definition /description of a cross-over utility vehicles per DBM Circular 2017-1 dated 26 April 2017 Note: Bidders must indicate the definition of the Cross-Over Utility Vehicle in the certificate per DBM Circular No. 2017-01: "a four-wheel enclosed vehicle having dual side doors and a fifth rear door or lift-up tailgate. It has a maximum seating capacity of 10 passengers, including the driver, with its two (2) rows of front seats and foldable rear seats. The CUV has the cargo and passenger carrying space of an AUV, the aerodynamics and sleekness of a car, and the rugged looks and feel of a sports utility vehicle" Please refer to Revised Checklist of Requirements <i>per</i> ANNEX "A", attached in this Supplemental Bid Bulletin No. 01 dated 22 January 2020)

From	To
TAB 13 Certificate of distributorship/resellership for the brand being offered issued by the manufacturer in favor of the bidder. If not issued directly to the bidder by the manufacturer, bidder must submit /attach all certificates linking the bidder to the manufacturer.	TAB 13 Certificate of distributorship/resellership for the brand being offered issued by the manufacturer <u>OR</u> distributor in favor of the bidder. If not issued directly to the bidder by the manufacturer, bidder must submit /attach all certificates linking the bidder to the manufacturer. Please refer to Revised Checklist of Requirements per ANNEX "A", attached in this Supplemental Bid Bulletin No. 01 dated 22 January 2020)

On the Checklist of Requirements

From	To
Checklist of Requirements	Please refer to Revised Checklist of Requirements per ANNEX "A", attached in this Supplemental Bid Bulletin No. 01 dated 22 January 2020)

- Bidders are reminded to use the REVISED FORM 2-A for the Revised Template of Special Power of Attorney (if applicable) and REVISED FORM 8 for the Revised Technical Specifications attached in this Bid Bulletin No. 01 and submit together with ALL other required documents for the Submission and Opening of Eligibility, Technical and Financial Documents/Proposals.
- Bidders are also reminded to use the Revised Checklist of Requirements attached as Annex "A" attached in this Bid Bulletin No. 01 as guide in the preparation of their Bidding Documents.
- The BAC shall no longer entertain any question/request for clarification after the issuance of this Bid Bulletin.
- Please be advised that bids submitted after the deadline shall only be marked for recording purposes, shall not be included in the opening of bids, and shall be returned to the bidder unopened.

For the guidance and information of all concerned.


ATTY. RENE A. GAERLAN
 Vice President
 Second Vice Chairperson,
 Bids and Awards Committee

REVISED FORM 2-A

(use Bidder's Official Letterhead)

SPECIAL POWER OF ATTORNEY

I, _____, President of _____, a company established and duly registered under the laws of _____, with its registered office at _____, do hereby constitute and appoint _____ to be the true and lawful attorney, for it and its name, place and stead, to do, execute and perform any and all acts necessary and/or represent _____ in the bidding of _____ as fully and effectively as the sole proprietorship might do if personally present with full power of substitution and revocation and hereby confirming all that said representative shall lawfully do or cause to be done by virtue hereof.

IN WITNESS WHEREOF, I have hereunto set my hand this ____ day of _____, 20____, at _____.

Affiant

Signed in the Presence of:

ACKNOWLEDGMENT

REPUBLIC OF THE PHILIPPINES)

_____) SS.

SUBSCRIBED AND SWORN to before me this ____ day of [month] [year] at [place of execution], Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her [insert type of government identification card used], with his/her photograph and signature appearing thereon.

Witness my hand and seal this ____ day of [month] [year].

NAME OF NOTARY PUBLIC

Serial No. of Commission _____

Notary Public for _____ until _____

Roll of Attorneys No. _____

PTR No. _____, [date issued], [place issued]

IBP No. _____, [date issued], [place issued]

Doc. No. _____

Page No. _____

Book No. _____

Series of _____

REVISED FORM 8 (Page 1 of 3)

TECHNICAL SPECIFICATIONS

Supply and Delivery of Two (2) Units Cross-over Utility Vehicle (CUV) for the use of Development Bank of the Philippines (DBP)

I. APPROVED BUDGET FOR THE CONTRACT (ABC)

Description	Quantity	ABC in (PhP) inclusive of VAT	
		Per Unit	TOTAL
Crossover Utility Vehicle (CUV) – Automatic Transmission	2 Units	P1,415,500.00	P2,831,000.00

NOTE: ABC is based on PhP 1,415,500.00 (VAT inclusive) per unit/vehicle, inclusive of all charges, if any e.g. delivery charges.

II. REQUIREMENTS:

A. Technical Specifications	
1. Engine:	
• Size (L)	Minimum of 1.9 L but not exceeding 2.0 L
• Displacement (cc)	Minimum of 1,900 cc but not exceeding 2,000 cc
• Fuel type	Gasoline
• No. of Cylinders	4 Cylinder
• No. of Valves	16 Valve
• Transmission Category	At least 6-speed Automatic
• Emission Standard	Euro 4
2. Performance:	
• Max Output (HP)	At least 130 hp
• Max Torque (Nm)	At least 180 Nm
3. No. of Seats:	At least 7-Seater but not more than 10-seater with two rows of front seats and foldable rear seats
4. Doors	Dual side doors with fifth rear door or lifting tailgate
• Color of vehicle	White
5. Safety & Security:	
	• Driver's Airbag
	• Front Passenger's Airbag
	• Electronic Brake Distribution
	• Anti-Lock Braking System (ABS) with Electronic Brakeforce Distribution
	• Security Alarm
	• Immobilizer
	• Electronic Door Locks
6. Features:	
	• Air Conditioning System
	• Entertainment System- Having at least the ff. features AM FM Tuner/CD/MP3/USB/AUX/Bluetooth
	• 16 in alloy wheel
	• Power Steering
	• Power Windows
	• Rear Parking Sensors
	• Tint-standard

Conforme:

Bidder's Company Name

Name & Signature of Authorized Representative

Designation

Date

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B. Other Requirements	Basic tool kit with complete set of essential tools, new spare tire, early warning device and floor matting
	Vehicle must be brand new and at least 2020 model.
	The supplier shall process the payment of the vehicle's registration with the Land Transportation Office (LTO).
	Winning bidder to procure with assistance from DBP One (1) year GSIS TPL Insurance ; the cost of insurance shall be for the account of the winning bidder.
	Winning bidder to procure with assistance from DBP One (1) year GSIS Comprehensive Insurance ; the cost of insurance shall be for the account of the winning bidder.
	Dealer must have at least 15 service centers within 50 km radius from DBP Head Office.
	Original LTO certificate of registration/receipt registered in the name of DBP and plate number shall be delivered at DBP HO.
	Sales Invoice and Delivery Receipt in the name of DBP duly signed, with the date of the receipt indicated therein shall be delivered to DBP HO.
	Company Official Receipt to acknowledge receipt of payment (upon receipt of check) shall be delivered at DBP HO.
	All expenses to be incurred in the delivery of vehicles to specified DBP Business Units shall be borne by the supplier.
	DBP reserves the right to inspect, tests or reject the vehicle delivered not in accordance with the specifications
	The supplier shall submit a Notarized Certification that the specifications of the vehicle fully conforms to the definition/description of a Cross Over Utility Vehicle (CUV) as provided for in DBM Circular No. 2017-1 dated 26 April 2017, as follows: CUV – a four-wheel enclosed vehicle having dual side doors and a fifth rear door or lifting tailgate. It has a maximum seating capacity of 10 passengers, including the driver, with its two (2) rows of front seats, and foldable rear seats. The CUV has the cargo and passenger carrying space of an AUV, the aerodynamics and sleekness of a car, and the rugged looks and feel of a sports utility vehicle.
C. Delivery Period/Place	The delivery period for 2 units is within 120 calendar days upon receipt of Purchase Order or Notice to Proceed. Place of delivery is Development Bank of the Philippines Head Office at Sen. Gil Puyat Avenue corner Makati Avenue, Makati City.
D. Warranty	Warranty Certificate for 100,000 kms or (3) years from the date of acceptance of the vehicles, whichever comes first.
	Free labor on Periodic Maintenance Service for First 1,000 and 5,000 kms checkup.
	The winning bidder shall warrant that the goods subject of the Purchase Order is free from latent defects which are not apparent during the inspection and testing periods.

Conforme:
Bidder's Company Name
Name & Signature of Authorized Representative
Designation
Date

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	In case of three or more repairs within the next six (6) months from delivery and acceptance of vehicles, due to factory defects or related quality concerns, supplier shall be required to replace the vehicle with another new vehicle with the same brand and model.
E. Payment	Payment shall be processed only upon completion of Certificate of Acceptance by the DBP representative.

III. RETENTION MONEY

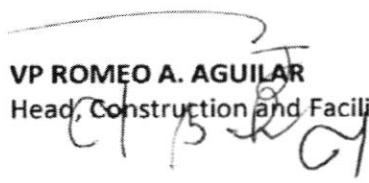
- The obligation for the one (1) year warranty (reckoned from the date of acceptance) shall be covered by either retention money or a special bank-guarantee equivalent to two percent (2%) of the total contract amount. The remaining warranty shall be covered by paper warranty.

IV. PERFORMANCE SECURITY

- To guarantee the faithful performance of obligations, the winning bidder is required to post within ten (10) calendar days from receipt hereof, a performance security in any of the following forms and percentages:

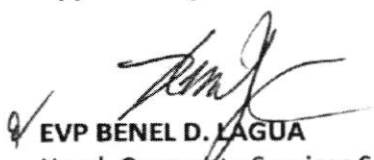
Form of Performance Security	Minimum % of Contract Price
Cash, cashier's/manager's check issued by a Universal or Commercial Bank.	Five percent (5%)
Bank draft/guarantee or Irrevocable letter of credit issued by a Universal or Commercial Bank; provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank.	
Surety Bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security	Thirty percent (30%)

Recommending Approval:


VP ROMEO A. AGUILAR

Head, Construction and Facilities Management Department

Approved by:


EVP BENEL D. LAGUA

Head, Corporate Services Sector

Conforme:
_____ Bidder's Company Name
_____ Name & Signature of Authorized Representative
_____ Designation
_____ Date

**SUPPLY AND DELIVERY OF TWO (2) UNITS CROSS-OVER UTILITY VEHICLE FOR THE
DEVELOPMENT BANK OF THE PHILIPPINES (DBP)-REBID**

Bid Reference No. G-2020-01

TRANSMITTAL FORM

REVISED CHECKLIST OF REQUIREMENTS FOR BIDDERS

Note: Please fill-out this form and submit directly to the BAC Secretariat outside of the sealed envelopes.

FOR MACHINE STAMP (OFFICIAL TIME) BY THE DBP BAC SECRETARIAT

Received:

Name of Bidder: _____

Complete Address: _____

Submitted by: _____

Landline: _____ Email: _____

Item	FIRST ENVELOPE: ELIGIBILITY DOCUMENTS AND TECHNICAL REQUIREMENTS (DULY SEALED AND MARKED)
LEGAL ELIGIBILITY DOCUMENTS	
TAB 1	If the bidder is a joint venture (JV): - If bidding as a <u>formed JV</u>: Submit the existing valid, duly accomplished, signed and <u>notarized</u> JV Agreement (JVA). The JVA must specifically indicate among others, the following: the <u>partner company that will represent the JV</u>, the <u>shareholdings of each partner company in the JV</u> (to determine which partner company and its nationality has the controlling majority share), and the share of each partner company in the JV. Moreover, please likewise note: - If the JV is <u>incorporated</u> or registered with the relevant government agency, <u>all documents listed in this checklist must be under the JV's name and shall submit the PhilGEPS Certificate of Registration under Platinum Category also under the JV's name.</u> - If the JV is <u>unincorporated</u>, the <u>PhilGEPS Certificate of Registration under Platinum Membership</u> shall be submitted by <u>each of the JV partners</u>, while submission of the <u>technical and financial eligibility documents</u> (Tab 4 onwards) by <u>any one of the JV partners</u> constitutes collective compliance. - If bidding as a <u>JV that is yet to be formed</u>: Submit duly <u>notarized</u> Agreement to Enter into Joint Venture (Template per FORM 1). Please likewise note: <u>PhilGEPS Certificate of Registration under Platinum Membership</u> shall be submitted by <u>each of the JV partners</u>, while submission of the <u>technical and financial documents</u> (Tab 4 onwards) by <u>any one of the JV partners</u> constitutes collective compliance.
TAB 2	Proof of appointment/authority of bidder's representative: - Duly <u>notarized</u> Special Power of Attorney (if the bidder is a sole proprietorship) (Template per REVISED FORM 2-A attached in the Supplemental Bid Bulletin No. 01 dated 22 January 2020) OR - Duly <u>notarized</u> Secretary's Certificate (if the bidder is a corporation, partnership, cooperative or joint venture) (Template per FORM 2-B)

Item	FIRST ENVELOPE: ELIGIBILITY DOCUMENTS AND TECHNICAL REQUIREMENTS (DULY SEALED AND MARKED)
	IN CASE, THERE ARE MORE THAN ONE APPOINTED/DESIGNATED REPRESENTATIVE, USE OF “AND” shall mean both/all representatives must sign the bid forms (i.e. Statements, TOR, financial bid) to be submitted for the bid opening. <u>Use of “OR” or “ANY OF THE FOLLOWING” is recommended.</u> <u>In case of Joint Venture, each proof of appointment must indicate/specify the authorized person to sign the Joint Venture Agreement or the Protocol to Enter into a Joint Venture</u>
<i>GPPB has issued Circular No. 07-2017 dated 31 July 2017 in relation to the deferment of the implementation of mandatory submission of PhilGEPS Certificate of Registration under “Platinum” Category in Competitive Bidding under Section 8.5.2 of the 2016 Revised IRR of RA 9184 and as required per GPPB Circular No. 03-2016 dated 27 October 2016, to provide prospective bidders with additional time to register with PhilGEPS under the Platinum Membership category.</i>	
TAB 3	Valid and current PhilGEPS Certificate of Registration in PLATINUM CATEGORY with Annex “A” or the List of Class “A” Eligibility Documents required to be uploaded and maintained current and updated in the PhilGEPS. “Uploaded” documents under Annex “A” shall mean all of the following required Legal Eligibility Documents are updated or maintained valid and current (TABs 3A-3D):
TAB 3A	Registration Certificate issued by Securities and Exchange Commission (SEC) or Department of Trade and Industry (DTI) or Cooperative Development Authority (CDA);
TAB 3B	CY 2020 Business/Mayor’s Permit issued to bidder by the city or municipality where the principal place of business of the bidder is located or the equivalent document for Exclusive Economic Zones or Areas <u>OR</u> CY 2019 Business/Mayor’s Permit together with the Official Receipt (OR) to prove for the renewal of the Business/Mayor’s Permit for CY 2020 <i>Note: CY 2020 Business/Mayor’s Permit shall be required as a post-qualification document if declared as Lowest/Single Calculated Bid (LCB/SCB).</i>
TAB 3C	Current (not expired on the date of opening of bids) Tax Clearance (<u>valid for Bidding Purposes</u>) per Executive Order 398, Series of 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR)
TAB 3D	Audited Financial Statements (AFS) for CY 2018 OR the latest: • Independent Auditor’s Report; • Balance Sheet (Statement of Financial Position); and • Income Statement (Statement of Comprehensive Income). Each of the above statements must have stamped “received” by the Bureau of Internal Revenue (BIR) or its duly accredited and authorized institutions.

Item	FIRST ENVELOPE: ELIGIBILITY DOCUMENTS AND TECHNICAL REQUIREMENTS (DULY SEALED AND MARKED)
	(1) Bidders with <u>valid and current</u> PhilGEPS Registration (Platinum membership/ category) where all Eligibility Documents under Annex "A" (of the PhilGEPS Certificate of Registration) are all uploaded/updated, need not to submit documents under TABs 3A, 3B, 3C, and 3D in lieu of the PhilGEPS Certificate of Registration and Membership. (2) For bidders who are NOT YET REGISTERED UNDER PLATINUM MEMBERSHIP/CATEGORY OR UNDER "RED" CATEGORY, MUST SUBMIT COPY/IES OF THE DOCUMENTS PER TABs 3A, 3B, 3C and 3D <i>Provided:</i> that Certificate of PhilGEPS Registration (Platinum Membership) shall remain as a post-qualification requirement to be submitted in accordance with Section 34.2 of the 2016 Revised IRR of RA 9184 which shall be submitted within five (5) calendar days upon receipt of the Notice of the Single or Lowest Calculated Bid (SCB/LCB). (3) For bidders who are already registered under "Platinum" category, however, the uploaded file of Class "A" Eligibility Documents under Annex "A" are not current or updated or in the event that some Class "A" Documents earlier submitted with PhilGEPS already expired, a combination of their PhilGEPS Certificate of Registration under "Platinum" Category AND <u>valid/current/updated</u> Class "A" Eligibility Documents under TABs 3A, 3B, 3C and 3D shall be submitted. The Certificate of PhilGEPS Registration under Platinum Membership with valid/current/updated Annex "A" of Eligibility Documents shall remain as a post-qualification requirement to be submitted in accordance with Section 34.2 of the 2016 Revised IRR of RA 9184 which shall be submitted within five (5) calendar days upon receipt of the Notice of the Single or Lowest Calculated Bid (SCB/LCB).
TECHNICAL ELIGIBILITY DOCUMENTS	
TAB 4	Statement by the bidder of ALL its <u>ongoing</u> government and/or private contracts (including those awarded but not yet started, if any), whether similar or not similar in nature and complexity to the contract to be bid (include all contracts with the DBP for the said period, if any (<i>Template per FORM 3</i>), duly signed by the bidder's authorized representative. Note: For bidders who have no ongoing government and/or private contracts, kindly indicate in their statement "NONE" to comply with the requirement. Bidders will be rated "failed" if no document is submitted or if the document submitted is incomplete or patently insufficient (<i>per GPPB NPM 094-2013 dtd. 2013-12-19</i>)
TAB 5	Statement of single completed contract <u>of similar nature (government or private contract)</u> within the last five (5) years equivalent to at least fifty percent (50%) of the ABC (<i>Template per FORM 4</i>), duly signed by the bidder's authorized representative. Similar contract refers to <u>"supply and delivery of cross-over utility vehicle"</u> Listed completed contract must be supported by <u>any one</u> of the following: a) End user's acceptance b) Official receipt(s) c) Sales Invoices

Item	FIRST ENVELOPE: ELIGIBILITY DOCUMENTS AND TECHNICAL REQUIREMENTS (DULY SEALED AND MARKED)								
FINANCIAL ELIGIBILITY DOCUMENTS									
TAB 6	Completely accomplished computation of Net Financial Contracting Capacity (NFCC) which must be at least equal to the ABC (<i>Template per FORM 5</i>), duly signed by the bidder's authorized representative. 1) The values of the bidder's current assets and current liabilities shall be based on the AFS for CY 2018 or its latest 2) The value of the NFCC must at least be equal to the ABC of this project. <u>IN case of Joint Venture, the partner responsible to submit the NFCC shall likewise submit the Statement of all its ongoing contracts and the Latest Audited Financial Statements</u> If the prospective bidder opts to submit a committed Line of Credit, it must be at least equal to ten percent (10%) of the ABC to be bid. If issued by a foreign universal or commercial bank, it shall be confirmed or authenticated by a local universal or commercial bank. Note: Credit line is only applicable for Public Bidding of Goods.								
TECHNICAL COMPONENT									
TAB 7	Original Bid Security issued in favor of the Development Bank of the Philippines (must be valid for at least 120 calendar days from the date of bid opening); <u>any one</u> of the following is acceptable: a. Cashier's/manager's check issued by a Universal or Commercial Bank (at least 2%of ABC; b. Bank draft/guarantee or irrevocable letter of credit issued by a Universal bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank (at least 2%of ABC); 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 (at least 5% of ABC); d. Duly <u>notarized</u> Bid Securing Declaration (<i>Template per FORM 6</i>) duly signed by the bidder's authorized representative. <table><tr><td>Total ABC in (Php)</td><td>Cashier's/ Manager's check, Bank draft/ guarantee or irrevocable letter of credit (2% of ABC)</td><td>Surety bond (5% of ABC)</td><td>Bid Securing Declaration</td></tr><tr><td>2,831,000.00</td><td>56,620.00</td><td>141,550.00</td><td>No required percentage</td></tr></table>	Total ABC in (Php)	Cashier's/ Manager's check, Bank draft/ guarantee or irrevocable letter of credit (2% of ABC)	Surety bond (5% of ABC)	Bid Securing Declaration	2,831,000.00	56,620.00	141,550.00	No required percentage
Total ABC in (Php)	Cashier's/ Manager's check, Bank draft/ guarantee or irrevocable letter of credit (2% of ABC)	Surety bond (5% of ABC)	Bid Securing Declaration						
2,831,000.00	56,620.00	141,550.00	No required percentage						

Item	FIRST ENVELOPE: ELIGIBILITY DOCUMENTS AND TECHNICAL REQUIREMENTS (DULY SEALED AND MARKED)
	<u>For bidders who opt to submit a surety bond must also submit copy of Certification issued by Insurance Commission that the surety or insurance company is authorized to issue such security.</u> The Bid Securing Declaration mentioned above is an undertaking which states, among others, that the bidder shall enter into contract with the Procuring Entity and furnish the performance security required under ITB Clause 31, within ten (10) calendar days from receipt of the Notice of Award, and commits to pay the corresponding amount as fine, and be suspended for a period of time from being qualified to participate in any government procurement activity in the event it violates any of the conditions stated therein as provided in the guidelines issued by the GPPB.
TAB 8	Accomplished Omnibus Sworn Statement (<i>Template per FORM 7</i>), duly signed by the bidder's authorized representative and notarized.
TAB 9	Conformed Revised Technical Specifications (<i>per REVISED FORM 8 attached in the Supplemental Bid Bulletin No. 01 dated 22 January 2020</i>) duly signed by the bidder's authorized representative.
TAB 10	Certificate for the brand/model number being offered for the Cross Over Utility Vehicle, signed by the bidder's authorized representative (<i>per FORM 9</i>)
TAB 11	Notarized Certification signed by the bidder's authorized representative certifying that the specifications of the vehicle fully conforms to the definition /description of a cross-over utility vehicles per DBM Circular 2017-1 dated 26 April 2017 Note: Bidders must indicate the definition of the Cross-Over Utility Vehicle in the certificate per DBM Circular No. 2017-01: "a four-wheel enclosed vehicle having dual side doors and a fifth rear door or lift-up tailgate. It has a maximum seating capacity of 10 passengers, including the driver, with its two (2) rows of front seats and foldable rear seats. The CUV has the cargo and passenger carrying space of an AUV, the aerodynamics and sleekness of a car, and the rugged looks and feel of a sports utility vehicle"
TAB 12	Brochure or Technical Data Sheet for the brand and model number of Cross Over Utility Vehicle being offered to prove compliance to the required technical specifications. The brochure/Technical Data Sheet must be consistent with the submitted Certificate per FORM 9.
TAB 13	Certificate of distributorship/resellership for the brand being offered issued by the manufacturer OR distributor in favor of the bidder. If not issued directly to the bidder by the manufacturer, bidder must submit /attach all certificates linking the bidder to the manufacturer.
TAB 14	List of supplier/bidder or brand's service center or accredited service center. Bidder/dealer must have at least fifteen (15) service centers within 50 km radius from the DBP Head Office

SECOND ENVELOPE: FINANCIAL PROPOSAL (DULY SEALED AND MARKED)

TAB 1	Duly accomplished Financial Proposal Form (<i>Template per FORM 10</i>), duly signed by the bidder's authorized representative Note: Total bid shall not exceed the total ABC of Php2,831,000.00 (at Php1,415,500.00 per unit) inclusive of applicable taxes. Bids in excess of the ABC shall be automatically rejected.
TAB 2	Detailed Financial Proposal/Price Schedule duly signed by the bidder's authorized representative. Bidders may use Form 11-A or 11-B as template.