



## SUPPLEMENTAL BID BULLETIN NO. 1

23 May 2023

Attention: **All prospective bidders for the project**

**BID REFERENCE NO. G-2023-11: SUPPLY, DELIVERY, CONFIGURATION, AND TESTING OF ONE (1) LOT MONEY COUNTERS FOR THE DEVELOPMENT BANK OF THE PHILIPPINES**  
(ABC: PhP 2,736,000.00 inclusive of all applicable taxes)

Please be informed of the following:

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

ACTIVITY	DATE AND TIME	VENUE
Submission of Eligibility, Technical, and Financial Proposals*	<b>1 June 2023 (Thursday) <u>On or before 9:00 AM</u></b>	6/F BAC Secretariat, DBP Head Office, Makati City
Opening of Eligibility, Technical, and Financial Proposals	<b>1 June 2023 (Thursday) 10:30 AM</b>	12/F Executive Staff Room, DBP Head Office, Makati City or via Zoom Meeting

***\*Late submissions shall not be accepted***

2. **Please refer to Section III – Bid Data Sheet (BDS) for the detailed procedure and options for the payment of bidding documents, submission and opening of bids. As indicated in the Invitation to Bid, bidders must secure the required payment for the bidding documents on or before the deadline of the submission and receipt of bids. Bidders are encouraged to attend the bid opening through Zoom Meeting.**

3. **Replies to queries of the bidders:**

QUERY/CONCERN	REPLY/CLARIFICATION
May we confirm if the delivery is at the Head-Office?	<b>No. As mentioned in Sec. III.5 of the Technical Specifications (TS), the money counters shall be delivered to the following DBP Offsite Offices:</b>

QUERY/CONCERN	REPLY/CLARIFICATION																				
	<table border="1"> <thead> <tr> <th colspan="2" data-bbox="783 197 1433 230">Address / Delivery Location</th> </tr> </thead> <tbody> <tr> <td data-bbox="783 230 997 286">Cash Center Legazpi</td> <td data-bbox="997 230 1433 286">c/o DBP Legazpi Branch - Quezon Ave., Legazpi City, Albay</td> </tr> <tr> <td data-bbox="783 286 997 342">Cash Center Cagayan De Oro</td> <td data-bbox="997 286 1433 342">c/o DBP Cagayan De Oro Branch - Corrales Ave., cor. Tirso Neri St., Cagayan De Oro City</td> </tr> <tr> <td data-bbox="783 342 997 398">DBP Manila-Nakpil Branch</td> <td data-bbox="997 342 1433 398">1804 Leticia Bldg., Julio Nakpil St., Malate, Manila</td> </tr> <tr> <td data-bbox="783 398 997 454">DBP Camp Aguinaldo Branch</td> <td data-bbox="997 398 1433 454">c/o BBG-MM - DBP Bldg., Commonwealth Ave., Diliman, Quezon City</td> </tr> <tr> <td data-bbox="783 454 997 510">DBP Makati Branch</td> <td data-bbox="997 454 1433 510">G/F Lasala Bldg. II, Lot 12 Block 1, F. Zobel St., Brgy. Poblacion, Makati City</td> </tr> <tr> <td data-bbox="783 510 997 566">DBP Mandaluyong Branch</td> <td data-bbox="997 510 1433 566">Jo-Cel Bldg., 29 San Roque St., Mandaluyong City</td> </tr> <tr> <td data-bbox="783 566 997 622">DBP Taguig Branch</td> <td data-bbox="997 566 1433 622">G/F Unit 5, The Trade and Financial Tower, 7<sup>th</sup> Ave., cor. 32<sup>nd</sup> St., Bonifacio Global City, Taguig</td> </tr> <tr> <td data-bbox="783 622 997 678">DBP Muntinlupa Branch</td> <td data-bbox="997 622 1433 678">34 National Road, Putatan, Muntinlupa City</td> </tr> <tr> <td data-bbox="783 678 997 734">DBP Commonwealth Branch</td> <td data-bbox="997 678 1433 734">DBP Bldg., Commonwealth Ave., Diliman, Quezon City</td> </tr> </tbody> </table>	Address / Delivery Location		Cash Center Legazpi	c/o DBP Legazpi Branch - Quezon Ave., Legazpi City, Albay	Cash Center Cagayan De Oro	c/o DBP Cagayan De Oro Branch - Corrales Ave., cor. Tirso Neri St., Cagayan De Oro City	DBP Manila-Nakpil Branch	1804 Leticia Bldg., Julio Nakpil St., Malate, Manila	DBP Camp Aguinaldo Branch	c/o BBG-MM - DBP Bldg., Commonwealth Ave., Diliman, Quezon City	DBP Makati Branch	G/F Lasala Bldg. II, Lot 12 Block 1, F. Zobel St., Brgy. Poblacion, Makati City	DBP Mandaluyong Branch	Jo-Cel Bldg., 29 San Roque St., Mandaluyong City	DBP Taguig Branch	G/F Unit 5, The Trade and Financial Tower, 7 <sup>th</sup> Ave., cor. 32 <sup>nd</sup> St., Bonifacio Global City, Taguig	DBP Muntinlupa Branch	34 National Road, Putatan, Muntinlupa City	DBP Commonwealth Branch	DBP Bldg., Commonwealth Ave., Diliman, Quezon City
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Is the warranty of the items being offered indicated in the Technical Specifications?	<b>Yes, as indicated in the requirement based per our TS, under <i>Sec. IV. Warranty and Retention</i>, warranty is at least one (1) year on parts and services upon receipt of unit/s by DBP.</b>																				
For Single Largest Completed Contract (SLCC) can we submit an aggregate contract instead of one contract?	<b>No. The requirement for the SLCC shall be based on single contract and not on aggregate contract.</b>																				
<p>Request and recommend for consideration the SLCC.</p> <p>From:</p> <ul style="list-style-type: none"> <li>- A contract similar to the project refers to supply and delivery of money or bill counters.</li> </ul> <p>To:</p> <ul style="list-style-type: none"> <li>- A contract similar to the project refers to the supply and delivery of money or bill counters and/or coin counters.</li> <li>Or</li> <li>- A contract similar to the project refers to the supply and delivery.</li> </ul>	<p><b>The definition of the similar contract is retained as “supply and delivery of money or bill counters”.</b></p> <p><b>The requirement for the similar contract should be money/bill counters since coin counters have different mechanism and do not have other system/features like the UV, infrared, magnetics for counterfeit detection.</b></p>																				
<p>Request and recommend for consideration in the Technical Specification. “For the Display: 4.3” full color graphical touch LCD”.</p> <p>To allow the 3.5’ inch Color TFT LCD?</p>	<p><b>Request denied. To retain the original requirement of <u>at least 4.3” full color graphical touch LCD.</u></b></p> <p><b>The size is smaller than the requirement may encounter user error on the unit operation considering that this is a touch screen LCD.</b></p>																				

QUERY/CONCERN	REPLY/CLARIFICATION
<p>Request and recommend for consideration in the Technical Specification. "For the Other Requirements: External POS Thermal Printer with 1 roll of Thermal Paper".</p> <p>To allow the Impact Dot Matrix Printer (POS) with 1 roll of Paper Tape.</p> <p>If longevity and durability are critical factors, especially for documents subjected to physical handling, dot matrix printers may be a better option. They create more durable printouts and are more resistant to fading.</p>	<p><b>Request denied. To retain the original requirement of External POS Thermal Printer with 1 roll of Thermal Paper in consideration of the availability and less consumables of printer.</b></p>
<p>May we request the following:</p> <p>Completion Delivery:</p> <p>May we request; Within sixty (60) calendar days after receipt of the Notice to Proceed (NTP)</p> <p>Reason of Request The 60 CD will include delivery, installation, and training of end-user. During installation, there might be a need to setup the machine, especially the Heavy Duty Counters.</p>	<p><b>Request considered. The project completion is revised as follows:</b></p> <p><b>From:</b> Complete delivery, configuration and testing of the units including the orientation/training at the delivery locations (per Item III.5 below) shall be within forty-five (45) calendar days after receipt of the Notice to Proceed (NTP).</p> <p><b>To:</b> <b>Complete delivery, configuration and testing of the units including the orientation/training at the delivery locations (per Item III.5 below) shall be within <u>sixty (60) calendar days</u> after receipt of the Notice to Proceed (NTP).</b></p> <p><i>Please refer to the <b>REVISED FORM 9</b> for the <b>Revised Technical Specifications</b> attached in this <b>Supplemental Bid Bulletin No. 1</b> dated 23 May 2023.</i></p>
<p>We would like to request consideration to extend the delivery period up to 90 calendar days upon receipt of the NTP or PO.</p>	<p><b>The request is denied. The project completion shall be within sixty (60) calendar days after receipt of the NTP.</b></p>

**4. Revision on the Technical Specifications:**

*(Please refer to the **REVISED FORM 9** for the **Revised Technical Specifications** attached in this **Supplemental Bid Bulletin No. 1** dated 23 May 2023)*

From	To
<p>III. Conditions of the Contract: ...XXX</p> <p>4. Completion Period: Complete delivery, configuration and testing of the units including the orientation/training at the delivery locations (per Item III.5 below) shall be within forty-five (45) calendar days after receipt of the Notice to Proceed (NTP).  XXX...</p>	<p>III. Conditions of the Contract: ...XXX</p> <p><b>4. Completion Period: Complete delivery, configuration and testing of the units including the orientation/training at the delivery locations (per Item III.5 below) shall be within <u>sixty (60) calendar days</u> after receipt of the Notice to Proceed (NTP).</b>  XXX...</p>

4. Revised **Bidding Form**:

FROM	TO
FORM 9 Technical Specifications	REVISED FORM 9 Revised Technical Specifications <i>(Attached in this Supplemental Bid Bulletin No. 1 dated 23 May 2023)</i>

5. Revision on the Checklist of Requirements

(Please refer to the [Revised Checklist of Requirements](#) attached in this Supplemental Bid Bulletin No. 1 dated 23 May 2023)

From	To
TAB 10  Accomplished/conformed Technical Specifications per FORM 9, duly signed by the bidder's authorized representative.  Bidders must state either "Comply" or "Not Comply" against each of the individual parameters of each Specification and must state their conformance in each and every page of the Technical Specifications.	TAB 10  Accomplished/conformed <a href="#">Revised Technical Specifications</a> per <a href="#">REVISED FORM 9 (attached in the Supplemental Bid Bulletin No. 1 dated 23 May 2023)</a> , duly signed by the bidder's authorized representative.  Bidders must state either "Comply" or "Not Comply" against each of the individual parameters of each Specification and must state their conformance in each and every page of the Technical Specifications.

6. Bidders are reminded to use the [REVISED FORM 9](#) for the [Revised Technical Specifications](#) as attached in this Supplemental Bid Bulletin No. 1 and submit together with ALL other required documents for the Submission and Opening of Eligibility, Technical, and Financial Documents/Proposal.
7. Bidders are also reminded to use as guide/reference in preparing their Bidding Documents the [Revised Checklist of Requirements](#) attached in this Supplemental Bid Bulletin No. 1 dated 23 May 2023.
8. The Eligibility, Technical Documents and Financial Proposals must be properly tabbed for easy reference and must be submitted in sequence/order per [Revised Checklist of Requirements](#).
9. The BAC shall no longer entertain any question/request for clarification after the issuance of this Bid Bulletin.
10. 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.

**SIGNED**  
**ATTY. SORAYA F. ADIONG**  
Senior Vice President, and  
Chairperson, DBP Bids and Awards Committee

# REVISED FORM 9 (page 1 of 4)

## Technical Specifications/ Requirement

**Bidder's Statement of Compliance**  
*Bidders must state here either "Comply" or "Not Comply"*

**DEVELOPMENT BANK OF THE PHILIPPINES (DBP)  
 TECHNICAL SPECIFICATIONS  
 Mode of Procurement – Public Bidding**

Supply, Delivery, Configuration and Testing of One (1) Lot Money Counters

Particulars	Quantity	Unit Cost	Total Cost
Money Counter – Heavy Duty	12	₱ 200,000.00	₱ 2,400,000.00
Money Counter – Portable	7	48,000.00	336,000.00
<b>TOTAL</b>			<b>₱ 2,736,000.00</b>

*Project shall be awarded to the Bidder with the lowest total bid amount, subject to the condition that the bid amount shall not exceed the set ABC per item.*

I. **Approved Budget for the Contract (ABC): Two Million Seven Hundred Thirty-Six Thousand Pesos (₱ 2,736,000.00) (inclusive of VAT/applicable taxes and other charges.)**

II. **Technical Specifications:**

**Money Counter – Heavy Duty**

Feeding System	Roller Friction System
Speed:	
Piece Counting	at least 1,300 notes per minute
Value Counting	at least 1,200 notes per minute
Optical Character Recognition (OCR)	at least 1,000 notes per minute
Pockets	2 pockets (1 for stacker and 1 for reject)
Hopper Capacity	at least 500 notes
Stacker Capacity	at least 200 notes
Reject Capacity	at least 60 notes
Display	at least 4.3" full color graphical touch LCD
Power Supply	100 - 240 VAC, 50/60Hz
Detection Features	Dual Contact Image Sensor (CIS), Infrared, UV, Magnetics, Full Width Tape Detection
Other Requirements	With External POS Thermal Printer with 1 roll of Thermal Paper
Other Features:	Value Counting (mixed/single); Authentication; Piece Counting; Face and Orientation; Batch and Add; Auto Mixed Currency Counting with Philippine Peso and US Dollar already configured to the units; Dual User Interface; Able to detect existing series of BSP-released Bank Notes

**Money Counter – Portable**

Feeding System	Roller Friction System
Counting Speed	At least 500 notes per minute (with minimum 3-speed program/setting)
Hopper Capacity	at least 500 notes
Stacker Capacity	at least 200 notes
Counting Display	4-Digit LED (minimum)
Batch Display	3-Digit LED (minimum)
Power Supply	90 - 240 VAC, 50/60Hz

**Conforme:**

\_\_\_\_\_  
**Bidder's Company Name**

\_\_\_\_\_  
**Name & Signature of Authorized Representative**

\_\_\_\_\_  
**Designation**

\_\_\_\_\_  
**Date**

**SUPPLEMENTAL BID BULLETIN NO. 1**

**BID REFERENCE NO. G-2023-11: SUPPLY, DELIVERY, CONFIGURATION, AND TESTING OF ONE (1) LOT MONEY COUNTERS FOR THE DEVELOPMENT BANK OF THE PHILIPPINES (ABC: PhP 2,736,000.00 inclusive of all applicable taxes)**

# REVISED FORM 9 (page 2 of 4)

## Technical Specifications/ Requirement

**Bidder's Statement of Compliance**  
*Bidders must state here either "Comply" or "Not Comply"*

TECHNICAL SPECIFICATIONS - Supply, Delivery, Configuration and Testing of Money Counters – Public Bidding

**III. Conditions of the Contract:**

1. The Winning Bidder shall ensure that the items delivered are in accordance with the approved Technical Specifications required by the DBP. DBP has the right to reject delivery if item/s delivered were found to be defective and not according to the required specifications.
2. The DBP may terminate/cancel the Purchase Order (PO) when the Winning Bidder fails to deliver, perform and comply with its obligation as required in the Contract.
3. The Winning Bidder shall provide on-site staff who will conduct the orientation/training with the concerned Offsite Office's representative for the operation and proper maintenance of the money counters upon delivery.
4. **Completion Period:** Complete delivery, configuration and testing of the units including the orientation/training at the delivery locations (per Item III.5 below) shall be within sixty (60) calendar days after receipt of the Notice to Proceed (NTP).
5. **Manner of Delivery:**

Winning Bidder must handle the freight shipment and all other expenses to be incurred during the delivery, configuration and testing of the money counters to the following DBP Offsite Offices:

Address / Delivery Location	Contact Person/ Number	Items
Cash Center Legazpi c/o DBP Legazpi Branch - Quezon Ave., Legazpi City, Albay	Christian Ryan Bernal/ (592)8818-9511 local 1592	2 Heavy Duty 2 Portable
Cash Center Cagayan De Oro c/o DBP Cagayan De Oro Branch - Corrales Ave., cor. Tinso Neri St., Cagayan De Oro City	Marites Calugna/ (632)8818-9511 local 1990	3 Heavy Duty
DBP Manila-Nakpil Branch 1804 Leticia Bldg., Julio Nakpil St., Malate, Manila	Marilyn Olazo/ (632) 523-3412	1 Heavy Duty 1 Portable
DBP Camp Aguinaldo Branch c/o B6G-MM - DBP Bldg., Commonwealth Ave., Diliman, Quezon City	Christina Maria Pechardo/ (632) 913-6005, 995-0883, 913-6017	1 Heavy Duty
DBP Makati Branch G/F Lasala Bldg. II, Lot 12 Block 1, F. Zobel St., Brgy. Poblacion, Makati City	Darlon May Ambe/ (632) 556-1110	1 Heavy Duty
DBP Mandaluyong Branch Jo-Cel Bldg., 29 San Roque St., Mandaluyong City	Svetlana Businos/ (632) 576-6427, 576-6441, 576-6430, 576-6456	2 Heavy Duty
DBP Taguig Branch G/F Unit 5, The Trade and Financial Tower, 7 <sup>th</sup> Ave., cor. 32 <sup>nd</sup> St., Bonifacio Global City, Taguig	Hershey Bernardo/ (632) 478-6904, 478-6905, 478-6483	1 Heavy Duty
DBP Muntinlupa Branch 34 National Road, Putatan, Muntinlupa City	Erik Manuel Ursolino/ (632) 861-5935, 861-5397, 861-5934	1 Heavy Duty 1 Portable
DBP Commonwealth Branch DBP Bldg., Commonwealth Ave., Diliman, Quezon City	John Louie Francisco/ (632) 926-1686, 920-4791, 920-4893, 920-4907	3 Portable

**IV. Warranty and Retention:**

1. At least one (1) year warranty on parts and services upon receipt of unit/s by DBP.
2. The Winning Bidder warrants that the Goods supplied under the Contract are new, unused, and free from defects.
3. Preventive Maintenance (PM) shall be performed on the equipment four (4) times during the warranty period (every 3 months or upon request by the Bank).
4. Schedule of PM shall be coordinated in advance to the concerned DBP Offsite Offices (as indicated under Section III. 5).
5. PM activities shall include but not limited to machine/sensor/roller cleaning and hopper adjustment.
6. The obligation of the warranty shall be covered by either retention money or a special bank guarantee equivalent to 3% of the total contract price. The retention money shall only be released after the one (1) year warranty period. Provided, however, that the items delivered are free from patent and latent defects and all the conditions imposed under the contract have been fully met.

**Conforme:**

\_\_\_\_\_  
**Bidder's Company Name**

\_\_\_\_\_  
**Name & Signature of Authorized Representative**

\_\_\_\_\_  
**Designation**

\_\_\_\_\_  
**Date**

**SUPPLEMENTAL BID BULLETIN NO. 1**

**BID REFERENCE NO. G-2023-11: SUPPLY, DELIVERY, CONFIGURATION, AND TESTING OF ONE (1) LOT MONEY COUNTERS FOR THE DEVELOPMENT BANK OF THE PHILIPPINES (ABC: PhP 2,736,000.00 inclusive of all applicable taxes)**

# REVISED FORM 9 (page 3 of 4)

Technical Specifications/ Requirement	Bidder's Statement of Compliance <i>Bidders must state here either "Comply" or "Not Comply"</i>
<p><u>TECHNICAL SPECIFICATIONS - Supply, Delivery, Configuration and Testing of Money Counters – Public Bidding</u></p> <p>7. DBP shall promptly notify the Winning Bidder in writing of any claims arising under this warranty (Notice of Defects). Upon receipt of such notice, the Winning Bidder shall, within the period of ten (10) calendar days and with all reasonable speed, repair or replace the defective item or parts thereof, without cost to the Bank.</p> <p>8. Warranty Card/Certificate and manual/brochure shall be provided to the concerned DBP Offsite Offices.</p> <p>V. <b>Liquidated Damages</b> If the Winning Bidder fails to satisfactorily deliver any or all the Goods within the period specified in the Contract inclusive of duly granted time extensions if any, the Procuring Entity shall, without prejudice to its other remedies under the Contract and under the applicable law, deduct from the Contract Price, as liquidated damages, the applicable rate of one tenth (1/10) of one (1) percent of the cost of unperformed portion for every day of delay until actual delivery or performance. The maximum deduction shall be ten percent (10%) of the amount of the contract. Once the maximum amount of liquidated damages is reached, DBP may rescind or terminate the contract, without prejudice to other courses of action and remedies open to it.</p> <p>VI. <b>Payment Terms</b></p> <ol style="list-style-type: none"> <li>1. No advance payment shall be made.</li> <li>2. For payment purposes, the Winning Bidder must open an account with DBP upon receipt of Notice Of Award (if no existing account yet).</li> <li>3. Payment shall be processed and credited to the Winning Bidder's DBP deposit account after completion at the delivery locations (per Item III.5) and upon the issuance of the Certificate of Satisfactory Test-Run/Certificate of Completion/Acceptance by the concerned DBP Offsite Offices and submission of other documentary requirements for payment from the Winning Bidder (e.g. Sales Invoice, Delivery Receipt, etc.).</li> </ol> <p>VII. <b>Documentary Requirements for the Bid Opening:</b></p> <ol style="list-style-type: none"> <li>1. Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid within the last five (5) years, equivalent to at least fifty percent (50%) of the ABC of this project. "Similar Contract" shall mean supply and delivery of money or bill counters.</li> <li>2. Technical data sheet/brochure of the brand/model of the heavy duty and portable money counters being offered.</li> <li>3. Certificate from the manufacturer of the brand/model of the heavy duty and portable money counters being offered stating the following:             <ul style="list-style-type: none"> <li>• The supplier/bidder is a direct partner or reseller or distributor.</li> <li>• The supplier/bidder is an authorized service provider of the brand/model being offered.</li> </ul>             If the bidder is not a direct partner/reseller/distributor of the manufacturing company, the bidder must submit a corresponding certificate linking them to the manufacturing company of the brand being offered.           </li> <li>4. List of the bidder or brand's accredited service center/s. The bidder or the brand must have at least one (1) authorized/accredited service center within Metro Manila.</li> </ol> <p>VIII. <b>Post Qualification</b> The Bidder with the lowest/single calculated bid is required to provide a prototype/demo unit of the heavy duty and portable money counters being offered within seven (7) calendar days after receipt of the Notice of Lowest/Single Calculated Bid from the BAC. The submitted sample units shall be evaluated by the Technical Working Group (TWG) to test/evaluate if compliant with the Bank's required specifications.</p> <p>IX. <b>OGCC Review</b> All Agreements to be executed by the parties, including all its amendments/supplements in relation to the project/transaction shall be subject to prior review/clearance of the Office of the Government Corporate Counsel (OGCC). Comments/revisions, if any, of the OGCC shall be incorporated in the Agreement that will take effect from signing thereof.</p> <div style="border: 1px solid black; padding: 10px; margin-top: 20px;"> <p style="text-align: center;"><b>Conforme:</b></p> <p style="text-align: center;">_____</p> <p style="text-align: center;"><b>Bidder's Company Name</b></p> <p style="text-align: center;">_____</p> <p style="text-align: center;"><b>Name &amp; Signature of Authorized Representative</b></p> <p style="text-align: center;">_____</p> <p style="text-align: center;"><b>Designation</b></p> <p style="text-align: center;">_____</p> <p style="text-align: center;"><b>Date</b></p> <p style="text-align: center;">_____</p> </div>	

# REVISED FORM 9 (page 4 of 4)

Technical Specifications/ Requirement	Bidder's Statement of Compliance <i>Bidders must state here either "Comply" or "Not Comply"</i>
<p><u>TECHNICAL SPECIFICATIONS - Supply, Delivery, Configuration and Testing of Money Counters – Public Bidding</u></p> <p><b>X. Provision for Signing of the Contract</b>                      "Signing of the Contract. The documents required in Section 37.2 of the 2016 Revised IRR of RA 9184 shall form part of the Contract. Additional Contract documents are indicated in the Bids Data Sheet (BDS)."</p>	

<b>Conforme:</b>
_____
<b>Bidder's Company Name</b>
_____
<b>Name &amp; Signature of Authorized Representative</b>
_____
<b>Designation</b>
_____
<b>Date</b>
_____



**SUPPLY, DELIVERY, CONFIGURATION, AND TESTING OF ONE (1) LOT MONEY COUNTERS FOR THE DEVELOPMENT BANK OF THE PHILIPPINES**  
**Bid Reference No. G-2023-11**

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.

<p>FOR MACHINE STAMP (OFFICIAL TIME) BY THE DBP BAC SECRETARIAT</p> <p>Received: _____</p>
--

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

Complete Address: \_\_\_\_\_

Submitted by: \_\_\_\_\_

Landline: \_\_\_\_\_ Email: \_\_\_\_\_

Item	FIRST ENVELOPE: ELIGIBILITY DOCUMENTS AND TECHNICAL REQUIREMENTS (DULY SEALED AND MARKED)
<b>LEGAL ELIGIBILITY DOCUMENTS</b>	
TAB 1	<p>If the bidder is a joint venture (JV):</p> <p>a. <b><u>If bidding as a formed JV:</u></b> Submit the existing valid, duly accomplished, signed and notarized JV Agreement (JVA). The JVA must specifically indicate among others, the following: the partner company that will represent the JV, the shareholdings of each partner company in the JV (to determine which partner company and its nationality has the controlling majority share), and the share of each partner company in the JV.</p> <p>Moreover, please likewise note:</p> <ol style="list-style-type: none"> <li>1) <u>If the JV is incorporated 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.</li> <li>2) <u>If the JV is unincorporated</u>, the PhilGEPS Certificate of Registration under Platinum Membership shall be submitted by each of the JV partners, while submission of the technical and financial eligibility documents (<b>Tab 4 onwards</b>) by any one of the JV partners constitutes collective compliance.</li> </ol> <p>b. <b><u>If bidding as a JV that is yet to be formed:</u></b> Submit duly notarized Agreement to Enter into Joint Venture (<b>Template per FORM 1</b>). Please likewise note:</p> <p>PhilGEPS Certificate of Registration under Platinum Membership shall be submitted by each of the JV partners, while submission of the technical and financial documents (<b>Tab 4 onwards</b>) by any one of the JV partners constitutes collective compliance.</p>
TAB 2	<p>Proof of appointment/authority of bidder's representative:</p> <p>a. <b>Duly notarized Special Power of Attorney</b> (if the bidder is a sole proprietorship) - <b>Template per FORM 2-A</b></p>

Item	FIRST ENVELOPE: ELIGIBILITY DOCUMENTS AND TECHNICAL REQUIREMENTS (DULY SEALED AND MARKED)
	<p>OR</p> <p>b. <b>Duly notarized Secretary’s Certificate</b> (if the bidder is a corporation, partnership, cooperative or joint venture)</p> <p>b.1 If the bidder is a corporation - <b>Template per FORM 2-B</b></p> <p>b.2 If the bidder is an <b>INCORPORATED JV</b> - <b>Template per FORM 2-C</b></p> <p>b.3 If the bidder is an <b>UNINCORPORATED JV</b> - <b>Template per FORM 2-D</b></p> <p><i>Each JV partner must submit its duly notarized Special Power of Attorney or Secretary’s Certificate, whichever is applicable, indicating therein the following:</i></p> <ol style="list-style-type: none"> <li>1. <i>That they are duly authorized to participate in the bidding as a JV;</i></li> <li>2. <i>The authorized Lead Company to represent the JV;</i></li> <li>3. <i>The person designated as the duly authorized representative of the JV to participate in the bidding, sign the bid proposals/bidding documents and sign the ensuing contract with DBP.</i></li> </ol> <p>b.4 If the bidder is a <b>JV THAT IS YET TO BE FORMED</b> -</p> <p><i>Each JV partner must submit its duly notarized Special Power of Attorney (SPA) or Secretary’s Certificate (Template per FORM 2-E), whichever is applicable.</i></p> <p><b>In case there are more than one appointed/designated representatives, bidders must tick ONE of the checkboxes provided in the form to identify if acting ANY ONE OF THE SIGNATORIES, ALL OF THE SIGNATORIES, or ANY (NUMBER) OF THE SIGNATORIES.</b></p> <p><b><u>FAILURE TO TICK A CHECKBOX SHALL MEAN THAT ALL AUTHORIZED REPRESENTATIVES MUST SIGN THE BIDDING FORMS.</u></b></p>
TAB 3	<p>Valid and current Certificate of PhilGEPS Registration (Platinum Membership), in three (3) pages, including Annex “A” or the List of Class “A” Eligibility Documents required to be uploaded and maintained current and updated in PhilGEPS in accordance with section 8.5.2. of the IRR of RA 9184.</p> <p><b><u>Only the current/updated Certificate of PhilGEPS Registration (Platinum Membership) shall be accepted during the opening of bids. Expired Certificate or any of the Eligibility Documents listed in Annex “A” shall be a ground for failure of the bidder.</u></b></p>
<p><b><i>Following are the related provisions/requirements based on GPPB Resolution 15-2021 dated 14 October 2021 regarding submission of valid/current PhilGEPS Certificate of Registration (Platinum Membership):</i></b></p> <ul style="list-style-type: none"> <li>- <b><i>LIFT the suspension on the implementation of mandatory submission of the PhilGEPS Certificate of Registration (Platinum Membership) in Competitive Bidding and Limited Source Bidding, thus, fully enforcing Sections 8.5.2 and 54.6 of the 2016 revised IRR of RA No. 9184 starting 01 January 2022;</i></b></li> </ul>	

Item	FIRST ENVELOPE: ELIGIBILITY DOCUMENTS AND TECHNICAL REQUIREMENTS (DULY SEALED AND MARKED)
	<p>- <b><u>AMEND Sections 23.1(a)(ii) and 24.1(a)(ii) of the 2016 revised IRR of RA No. 9184 to reflect that the submission of the recently expired Mayor's Permit together with the official receipt as proof that the prospective bidder has applied for renewal within the period prescribed by the concerned local government unit shall be accepted by the PhilGEPS for the purpose of updating the PhilGEPS Certificate of Registration (Platinum Membership) in accordance with Section 8.5.2 of the 2016 revised IRR of RA 9184.</u></b></p>
<b>TECHNICAL ELIGIBILITY DOCUMENTS</b>	
TAB 4	<p>Statement by the bidder of <b>ALL</b> its <u>ongoing</u> government and/or private contracts (<u>including those awarded but not yet started</u>, 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 (<b>Template per FORM 3</b>), <b>duly signed by the bidder's authorized representative.</b></p> <p><b>Note:</b> 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>).</p>
TAB 5	<p>Statement of single completed contract of similar nature (government or private contract) within the last five (5) years equivalent to at least fifty percent (50%) of the ABC (<b>Template per FORM 4</b>), <b>duly signed by the bidder's authorized representative.</b></p> <p>Similar contract refers to <b>supply and delivery of money or bill counters.</b></p> <p>Listed completed contract must be supported by the following:</p> <p>a) <u>Notice of Award (NOA), OR Notice to Proceed (NTP), OR Contract, OR Purchase Order (PO)</u></p> <p><b>AND</b></p> <p>b) <u>Any one</u> of the following documents:</p> <p>b.1) Copy of Certificate of Completion <b>or</b> Certificate of Acceptance <b>or</b> Certificate of Satisfactory Performance issued by the bidder's client. <b>OR</b></p> <p>b.2) Copy of Official Receipt/s <b>or</b> Sales Invoice/s issued by the bidder to the client (ORs/SIs must sum up to the full amount of total contract price of completed project).</p>
<b>FINANCIAL ELIGIBILITY DOCUMENTS</b>	
TAB 6	<p>Completely accomplished computation of Net Financial Contracting Capacity (NFCC) which must be at least equal to the ABC (<b>Template per FORM 5</b>), <b>duly signed by the bidder's authorized representative.</b></p> <p>1) The values of the bidder's current assets and current liabilities shall be based on the AFS for <b>CY 2022</b>;</p> <p>2) The value of the NFCC must at least be equal to the ABC of this project.</p> <p><b><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</u></b></p>

Item	FIRST ENVELOPE: ELIGIBILITY DOCUMENTS AND TECHNICAL REQUIREMENTS (DULY SEALED AND MARKED)											
	<p><b><u>Audited Financial Statements.</u></b></p> <p>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.</p>											
<b>TECHNICAL COMPONENT</b>												
TAB 7	<p>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); <b><u>any one of the following is acceptable:</u></b></p> <ol style="list-style-type: none"> <li>Cashier's/manager's check issued by a Universal or Commercial Bank (at least 2% of ABC);</li> <li>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);</li> <li>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);</li> <li>Duly <u>notarized</u> Bid Securing Declaration (<b>Template per FORM 6</b>) duly signed by the bidder's authorized representative.</li> </ol> <table border="1" data-bbox="363 1066 1430 1303"> <thead> <tr> <th data-bbox="363 1066 624 1234">Approved Budget for the Contract (ABC)</th> <th data-bbox="624 1066 967 1234">Cashier's/ Manager's check, Bank draft/ guarantee or irrevocable letter of credit (2% of ABC)</th> <th data-bbox="967 1066 1211 1234">Surety bond (5% of ABC)</th> <th data-bbox="1211 1066 1430 1234">Bid Securing Declaration</th> </tr> </thead> <tbody> <tr> <td data-bbox="363 1234 624 1303">2,736,000.00</td> <td data-bbox="624 1234 967 1303">54,720.00</td> <td data-bbox="967 1234 1211 1303">136,800.00</td> <td data-bbox="1211 1234 1430 1303">No required percentage</td> </tr> </tbody> </table> <p><b><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></b></p> <p>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.</p>				Approved Budget for the Contract (ABC)	Cashier's/ Manager's check, Bank draft/ guarantee or irrevocable letter of credit (2% of ABC)	Surety bond (5% of ABC)	Bid Securing Declaration	2,736,000.00	54,720.00	136,800.00	No required percentage
Approved Budget for the Contract (ABC)	Cashier's/ Manager's check, Bank draft/ guarantee or irrevocable letter of credit (2% of ABC)	Surety bond (5% of ABC)	Bid Securing Declaration									
2,736,000.00	54,720.00	136,800.00	No required percentage									
TAB 8	Accomplished Omnibus Sworn Statement (with ten [10] statements) ( <b>Template per FORM 7</b> ), duly signed by the bidder's authorized representative and notarized.											
TAB 9	Accomplished Data Privacy Consent Form <b>per FORM 8</b> , duly signed by the bidder's authorized representative.											

Item	FIRST ENVELOPE: ELIGIBILITY DOCUMENTS AND TECHNICAL REQUIREMENTS (DULY SEALED AND MARKED)
TAB 10	<p>Accomplished/conformed revised Technical Specifications per <a href="#">REVISED FORM 9 (attached in the Supplemental Bid Bulletin No. 1 dated 23 May 2023)</a>, duly signed by the bidder's authorized representative.</p> <p><b>Bidders must state either "Comply" or "Not Comply" against each of the individual parameters of each Specification and must state their conformance in each and every page of the Technical Specifications.</b></p>
TAB 11	<p>Brochure and/or technical data sheet of the brand and model being offered for each of the following components of the lot:</p> <ol style="list-style-type: none"> <li>1. Money Counter – Heavy Duty</li> <li>2. Money Counter – Portable</li> </ol>
TAB 12	<p>Certificate from the manufacturer for the brand being offered stating the following:</p> <ol style="list-style-type: none"> <li>a. The bidder is a direct partner or reseller or distributor.</li> <li>b. The bidder is an authorized service provider of the brand being offered.</li> </ol> <p>Note: If the bidder is not a direct partner/reseller/distributor of the manufacturer, the bidder must submit a corresponding certificate linking them to the manufacturer of the brand being offered.</p>
TAB 13	<p>List of bidder's or brand's accredited service center/s. The bidder must have at least one (1) authorized/accredited service center <u>within Metro Manila</u>.</p>
Item	SECOND ENVELOPE: FINANCIAL PROPOSAL (DULY SEALED AND MARKED)
TAB 1	<p>Duly accomplished Financial Proposal Form (<i>Template per FORM 10</i>), duly signed by the bidder's authorized representative.</p> <p><b>Note: Total bid shall not exceed the ABC of PhP 2,736,000.00 inclusive of taxes.</b></p>
TAB 2	<p>Detailed Financial Proposal/Price Schedule <b>duly signed by the bidder's authorized representative. Bidders shall use either FORM 11-A or FORM 11-B as template.</b></p> <p><b>The total detailed bid must not exceed the ABC and must be consistent with the financial bid per TAB 1.</b></p>