



CHECKLIST OF REQUIREMENTS FOR NEGOTIATED PROCUREMENT OF INFORMATION AND COMMUNICATIONS TECHNOLOGY (ICT) EQUIPMENT 2017

The first envelope shall contain the following eligibility and technical documents:

ELIGIBILITY DOCUMENTS

Class “A” Documents

Legal Documents

1. PhilGEPS Certificate of Registration and Membership in accordance with Section 8.5.2 of the IRR

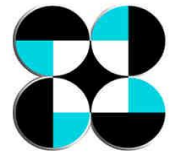
Technical Documents

1. Statement of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid; and
2. Statement Statement of the Bidder’s SLCC similar to the contract to be bid, in accordance with ITB Clause 5.4, within the relevant period as provided in the BDS.
 - a. The two statements required shall indicate for each contract the following:
 - (ii.1) name of the contract;
 - (ii.2) date of the contract;
 - (ii.3) contract duration;
 - (ii.4) owner’s name and address;
 - (ii.5) kinds of Goods;
 - (ii.6) For Statement of Ongoing Contracts - amount of contract and value of outstanding contracts;
 - (ii.7) For Statement of SLCC - amount of completed contracts, adjusted by the Bidder to current prices using PSA’s consumer price index, if necessary for the purpose of meeting the SLCC requirement;
 - (ii.8) date of delivery; and
 - (ii.9) end user’s acceptance or official receipt(s) or sales invoice issued for the contract, if completed, which shall be attached to the statements.



Republic of the Philippines
Department of Science and Technology
**PHILIPPINE SCIENCE HIGH SCHOOL – SOCCSKSARGEN REGION
CAMPUS**

Barangay Paraiso, City of Koronadal, South Cotabato



BIDS AND AWARDS COMMITTEE (BAC)

3. Bid security in accordance with ITB Clause 18. If the Bidder opts to submit the bid security in the form of:
 - i. a bank draft/guarantee or an irrevocable letter of credit issued by a foreign bank, it shall be accompanied by a confirmation from a Universal or Commercial Bank; or
 - ii. a surety bond, it shall be accompanied by a certification by the Insurance Commission that the surety or insurance company is authorized to issue such instruments;
4. Conformity with technical specifications, as enumerated and specified in Sections VI and VII of the Bidding Documents; and
5. Sworn statement in accordance with Section 25.3 of the IRR of RA 9184 and using the form prescribed in Section VIII. Bidding Forms.
6. For foreign bidders claiming eligibility by reason of their country's extension of reciprocal rights to Filipinos, a certification from the relevant government office of their country stating that Filipinos are allowed to participate in their government procurement activities for the same item or product.

Second Envelope shall contain the following:

FINANCIAL DOCUMENTS

- i. Financial Bid Form, which includes bid prices and the applicable Price Schedules, in accordance with ITB Clauses 15.1 and 15.4;
- ii. If the Bidder claims preference as a Domestic Bidder, a certification from the DTI issued in accordance with ITB Clause 27, unless otherwise provided in the BDS;

Post- Qualification Requirements

1. *Mayor's/Business Permit or its Equivalent Document*
2. *Tax Clearance*
3. *Audited Financial Statements*
4. *Other appropriate licenses and permit required by law*