



Invitation for Negotiated Procurement

Procurement of Technical and Scientific Equipment (Lots 2,3 and 4: Supply Delivery and Installation)

1. In view of the two (2) failed public biddings, the Philippine Science High School-Bicol Region Campus invites interested PHILGEPS registered bidders to apply for eligibility and to participate in the negotiation for the project, Procurement of Scientific Equipment (Lots 2, 3 and 4: Supply, Delivery and Installation) in accordance with section 53.1 of the Implementing Rules and Regulations (IRR) of Republic Act (R.A) 9184, otherwise known as the Government Procurement Reform Act." The Approved Budget for the Contract (ABC) is Two Million Three Hundred Twenty-Four Thousand Pesos (Php 2,324,000.00) to payments for the following procurement contracts for **Technical and Scientific Equipment** :

LOT No.	Lot Description	ABC
1	Robotics/Engineering	350,000.00
2	FabLab AdTech	1,364,000.00
3	PEHM	610,000.00
	GRAND TOTAL	2,324,000.00

Bid and final offer in excess of the ABC shall be automatically rejected.

2. The documents stated in the checklist attached and Best and Final offer shall be submitted in one (1) original and three (3) copies on or before July 30, 2020 at the Seminar Hall, 10:00 o'clock in the morning. Opening of Negotiation documents will be on July 30, 2020 at 10:05.
3. The winning bidder shall submit a performance security/bond within 7 calendar days from receipt of Notice of Award (NOA) and Contract. Delivery period shall be within forty-five (45) calendar days after the receipt of the Notice to Proceed.
4. Bidders may obtain further information from Philippine Science High School-Bicol Region Campus at the address given below from **8:00 o'clock in the morning until 5:00 o'clock in the afternoon on July 23, 2020 to July 30, 2020.**
5. Partial bid is allowed. However, bidder shall bid all items indicated in the Lot they intend to bid. Indicate in the Technical Specifications whether you COMPLY or NOT COMPLY.
6. The **Philippine Science High School-Bicol Region Campus** reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.

7. For further information, please refer to:

Joy Melga B. Olazo
JOY MELGA B. OLAZO

BAC Secretariat

Philippine Science High School- Bicol Region Campus Tagongtong,
Goa, Camarines Sur

Tel # 09175081316/09175801318

SEVEDEO J. MALATE
BAC Chairman



1. Documents Comprising the Bid: Eligibility and Technical Components

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

(a) Eligibility Documents –

Class “A” Documents

PhilGEPS Certificate of Registration and Membership in accordance with Section 8.5.2 of the IRR, except for foreign bidders participating in the procurement by a Philippine Foreign Service Office or Post, which shall submit their eligibility documents under Section 23.1 of the IRR, provided, that the winning bidder shall register with the PhilGEPS in accordance with Section 37.1.4 of the IRR;

Mayor’s Permit or Business Permit

Income/Business Tax Return

NFCC computation in accordance with ITB Clause 5.5.

Class “B” Documents

(iii) If applicable, Joint Venture Agreement (JVA) in accordance with RA 4566.

(b) Technical Documents –

(i) Bid security in accordance with ITB Clause 18. The Bidder shall submit Bid Securing Declaration OR any form of Bid Security in an amount stated in the BDS:

(i.1) Cash or cashier’s/manager’s check, bank draft/guarantee or an irrevocable letter of credit issued by a universal or commercial bank;

(i.2) Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security.

(ii) Omnibus Sworn Statement in accordance with Section 25.3 of the IRR of RA 9184 and using the form prescribed in the Bidding Forms.

2. Documents Comprising the Bid: Financial Component

a) Financial Bid Form, which includes bid prices according to the Technical Specifications

b) Bid Amount



Republic of the Philippines
Department of Science and Technology
PHILIPPINE SCIENCE HIGH SCHOOL-BICOL REGION CAMPUS
Tagongtong, Goa, Camarines Sur



TECHNICAL SPECIFICATIONS

PARTICULARS	Quantity	Comply/Not Comply
LOT 2: FOR ROBOTICS/ENGINEERING		
Lego Mindstorm Kit (2 unit @ 50,000.00)	2	
Microcontroller Kits, Peripherals, Sensors (1 unit @ 250,000.00)	1	
LOT 3: FOR FABLAB/ADTECH		
Jigsaw	5	
Planer	5	
Tablesaw	3	
Vaccum Cleaner	3	
Portable Belt Sander	7	
Stationary Belt Sander	2	
Assorted Tools	1	
Claw Hammer		
Ball Pein hammer		

File set for rotary tool		
Cross Cut Saw		
Hack Saw		
Steel Ruler 30 cm		
Steel Ruler 1 meter		
Drill bits set		
Jigsaw blade set		
Grinder disc set		
Mallet		
Miter Saw	2	
Acrylic Sheets	1	
Band Saw	1	
Bench Grinder	2	
Variable Speed Angle Grinder	5	
Drill Press	2	
Portable Welding Machines	3	
Circular Saw	2	
Safety Equipment	1	
Face Shield		
Safety Shoes		
Gloves		
Respirator		
Welding Apron		
Welding Goggles		
Fire Extinguisher		
Jointer	1	

Workbench	1	
Thickness Planer	1	
Sewing Machines	3	
Router Table	1	
Portable/Battery Powered Drill	1	
Portable/Battery Powered Drill Driver	1	
Digital Oscilloscope	1	
Digital Signal Generator	1	
Heat Gun	10	
Soldering Stations	10	
Soldering Helping Hand	10	
Electronics Components	1	
Breadboards		
#24 Solid Wire		
Soldering Lead		
Transistor, resistors, trim pots		
Ldr, etc		
Small Side Cutters		
Small Half-round Nose Pliers		
Wire Strippers		
Soldering Iron		
Paper Cutters		
Desoldering Pumps		
Small Flat Screw Drivers		
Small Philip Screw Drivers		
Multimeters		

LOT 4:	FOR PEHM		
Amplifier		1	
Bass Guitar		1	
Digital Sound Mixer		1	
Electric Drumset		1	
Electric Guitar		1	
Electric Keyboard		1	
Microphone Set		1	
Portable Speaker		2	

Bidding Forms

Bid Form

Date: _____

Invitation to Bid¹ N^o: _____

To: *[name and address of Procuring Entity]*

Gentlemen and/or Ladies:

Having examined the Bidding Documents including Bid Bulletin Numbers *[insert numbers]*, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to *[supply/deliver/perform]* *[description of the Goods]* in conformity with the said Bidding Documents for the sum of *[total Bid amount in words and figures]* or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Bid.

We undertake, if our Bid is accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements.

If our Bid is accepted, we undertake to provide a performance security in the form, amounts, and within the times specified in the Bidding Documents.

We agree to abide by this Bid for the Bid Validity Period specified in **BDS** provision for **ITB** Clause 18.2 and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Commissions or gratuities, if any, paid or to be paid by us to agents relating to this Bid, and to contract execution if we are awarded the contract, are listed below:²

¹ If ADB, JICA and WB funded projects, use IFB.

² Applicable only if the Funding Source is the ADB, JICA or WB.

Name and address of agent	Amount and Currency	Purpose of Commission or gratuity
_____	_____	_____
_____	_____	_____
_____	_____	_____
(if none, state "None")		

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your Notice of Award, shall be binding upon us.

We understand that you are not bound to accept the Lowest Calculated Bid or any Bid you may receive.

We certify/confirm that we comply with the eligibility requirements as per **ITB** Clause 5 of the Bidding Documents.

We likewise certify/confirm that the undersigned, *[for sole proprietorships, insert: as the owner and sole proprietor or authorized representative of Name of Bidder, has the full power and authority to participate, submit the bid, and to sign and execute the ensuing contract, on the latter's behalf for the Name of Project of the Name of the Procuring Entity] [for partnerships, corporations, cooperatives, or joint ventures, insert: is granted full power and authority by the Name of Bidder, to participate, submit the bid, and to sign and execute the ensuing contract on the latter's behalf for Name of Project of the Name of the Procuring Entity].*

We acknowledge that failure to sign each and every page of this Bid Form, including the attached Schedule of Prices, shall be a ground for the rejection of our bid.

Dated this _____ day of _____ 20_____.

[signature]

[in the capacity of]

Duly authorized to sign Bid for and on behalf of _____

For Goods Offered From Abroad (if applicable)

Name of Bidder _____ Invitation to Bid³ Number _____. Page _____ of _____.

1	2	3	4	5	6	7	8	9
Item	Description	Country of origin	Quantity	Unit price CIF port of entry (specify port) or CIF named place (specify border point or place of destination)	Total CIF or CIF price per item (col. 4 x 5)	Unit Price Delivered Duty Unpaid (DDU)	Unit price Delivered Duty Paid (DDP)	Total Price delivered DDP (col 4 x 8)

³ If ADB, JICA and WB funded projects, use IFB.

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[signature]

[in the capacity of]

Duly authorized to sign Bid for and on behalf of _____

For Goods Offered From Within the Philippines (if applicable)

Name of Bidder _____ . Invitation to Bid⁴ Number ____ . Page _ of ____ .

1	2	3	4	5	6	7	8	9	10
Item	Description	Country of origin	Quantity	Unit price exw per item	Transportation and Insurance and all other costs incidental to delivery, per item	Sales and other taxes payable if Contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (col 5+6+7+8)	Total Price delivered Final Destination (col 9) x (col 4)

⁴ If ADB, JICA and WB funded projects, use IFB.

[signature]

[in the capacity of]

Duly authorized to sign Bid for and on behalf of _____

Omnibus Sworn Statement

REPUBLIC OF THE PHILIPPINES)

CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT

I, *[Name of Affiant]*, of legal age, *[Civil Status]*, *[Nationality]*, and residing at *[Address of Affiant]*, after having been duly sworn in accordance with law, do hereby depose and state that:

1. **Select one, delete the other:**

If a sole proprietorship: I am the sole proprietor or authorized representative of *[Name of Bidder]* with office address at *[address of Bidder]*;

If a partnership, corporation, cooperative, or joint venture: I am the duly authorized and designated representative of *[Name of Bidder]* with office address at *[address of Bidder]*;

2. **Select one, delete the other:**

If a sole proprietorship: As the owner and sole proprietor, or authorized representative of *[Name of Bidder]*, I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for *[Name of the Project]* of the *[Name of the Procuring Entity]*, as shown in the attached duly notarized *Special Power of Attorney*;

If a partnership, corporation, cooperative, or joint venture: I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for *[Name of the Project]* of the *[Name of*

the Procuring Entity], as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable;)];

3. *[Name of Bidder]* is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board;
4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;
5. *[Name of Bidder]* is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. **Select one, delete the rest:**

If a sole proprietorship: The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

If a partnership or cooperative: None of the officers and members of [Name of Bidder] is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

If a corporation or joint venture: None of the officers, directors, and controlling stockholders of [Name of Bidder] is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. [Name of Bidder] complies with existing labor laws and standards; and

8. [Name of Bidder] is aware of and has undertaken the following responsibilities as a Bidder:

a) Carefully examine all of the Bidding Documents;

b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;

c) Made an estimate of the facilities available and needed for the contract to be bid, if any; and

d) Inquire or secure Supplemental/Bid Bulletin(s) issued for the [Name of the Project].

9. [Name of Bidder] did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.

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

Bidder's Representative/Authorized Signatory

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, with no. _____ and his/her Community Tax Certificate No. _____ issued on ____ at _____.

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 _____

* This form will not apply for WB funded projects.

Bank Guarantee Form for Advance Payment

To: *[name and address of PROCURING ENTITY]*
 [name of Contract]

Gentlemen and/or Ladies:

In accordance with the payment provision included in the Special Conditions of Contract, which amends Clause 10 of the General Conditions of Contract to provide for advance payment, *[name and address of Supplier]* (hereinafter called the "Supplier") shall deposit with the PROCURING ENTITY a bank guarantee to guarantee its proper and faithful performance under the said Clause of the Contract in an amount of *[amount of guarantee in figures and words]*.

We, the *[bank or financial institution]*, as instructed by the Supplier, agree unconditionally and irrevocably to guarantee as primary obligator and not as surety merely, the payment to the PROCURING ENTITY on its first demand without whatsoever right of objection on our part and without its first claim to the Supplier, in the amount not exceeding *[amount of guarantee in figures and words]*.

We further agree that no change or addition to or other modification of the terms of the Contract to be performed thereunder or of any of the Contract documents which may be made between the PROCURING ENTITY and the Supplier, shall in any way release us from any liability under this guarantee, and we hereby waive notice of any such change, addition, or modification.

This guarantee shall remain valid and in full effect from the date of the advance payment received by the Supplier under the Contract until *[date]*.

Yours truly,

Signature and seal of the Guarantors

[name of bank or financial institution]

[address]

[date]

BID SECURING DECLARATION FORM

REPUBLIC OF THE PHILIPPINES)

CITY OF _____) S.S.

X-----X

BID SECURING DECLARATION

Invitation to Bid: *[Insert Reference number]*

To: *[Insert name and address of the Procuring Entity]*

I/We⁵, the undersigned, declare that:

1. I/We understand that, according to your conditions, bids must be supported by a Bid Security, which may be in the form of a Bid-Securing Declaration.
2. I/We accept that: (a) I/we will be automatically disqualified from bidding for any contract with any procuring entity for a period of two (2) years upon receipt of your Blacklisting order; and, (b) I/we will pay the applicable fine provided under Section 6 of the Guidelines on the Use of Bid Securing Declaration, within fifteen (15) days from receipt of the written demand by the procuring entity for the commission of acts resulting to the enforcement of the bid securing declaration under Sections 23.1(b), 34.2, 40.1 and 69.1, except 69.1(f), of the IRR of RA 9184; without prejudice to other legal action the government may undertake.
3. I/We understand that this Bid Securing Declaration shall cease to be valid on the following circumstances:
 - (a) Upon expiration of the bid validity period, or any extension thereof pursuant to your request;
 - (b) I am/we are declared ineligible or post-disqualified upon receipt of your notice to such effect, and (i) I/we failed to timely file a request for reconsideration or (ii) I/we filed a waiver to avail of said right;

⁵ *Select one and delete the other. Adopt the same instruction for similar terms throughout the document.*

- (c) I am/we are declared the bidder with the Lowest Calculated Responsive Bid, and I/we have furnished the performance security and signed the Contract.

IN WITNESS WHEREOF, I/We have hereunto set my/our hand/s this ____ day of [month] [year] at [place of execution].

[Insert NAME OF BIDDER'S AUTHORIZED

REPRESENTATIVE]

[Insert Signatory's Legal Capacity]

Affiant

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, with no. _____ and his/her Community Tax Certificate No. _____ issued on ____ at _____.

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. _____

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