

**Supplemental/Bid Bulletin**  
*Addendum No. 1*

**TITLE** : Provision of Forwarding Services for Visayas Disaster Resource Center (VDRC) for CY 2024

**ITB NO.** : DSWD7-PB-2024-08

**DATE** : 19 February 2024

Issued pursuant to Section 22.5 of the IRR of Republic Act 9184 to clarify and/or anent certain provision on the Bidding Documents issued for this project, considering the issues raised and clarifications made by prospective bidders during the Pre-bid Conference held on **February 16, 2024**, and shall form an integral part thereof, viz:

| Subject                                      | Amendment/Agreement/Clarification  |
|--|--|
| <b>Section I. Invitation to Bid</b>          | ➤ This supplemental / bid bulletin is issued to emphasize the change of the <b>Single Largest Completed Contract (SLCC)</b> <i>similar to the Project</i> requirement from within <i>three (3) years</i> to within <b>five (5) years</b> .   |
| <b>Section II. Instruction to Bidders</b>    | ➤ Updated Item No. 10.2 The <i>Bidder's SLCC as indicated in ITB Clause 5.3 should have been completed within [5 years – relevant period as provided in paragraph 2 of the IB] prior to the deadline for the submission and receipt of bids.</i>   |
| <b>Section III. Bid Data Sheet</b>           | ➤ Updated ITB Clause 5.3 item b. Completed within <i>five (5) years</i> prior to the deadline for the submission and receipt of bids.  |
| <b>Section VI. Schedule of Requirements</b>  | ➤ Updated on <b>Item No. 40 DSWD Field Office VI, Ilo-ilo City, Ilo-ilo</b> and <b>Item No. 103 DSWD Field Office VII, Cebu City, Cebu</b>   |
| <b>Section VII. Technical Specifications</b> | <p>➤ The Bids and Awards Committee reminded that bidders must state either “<b>Comply</b>” or “<b>Not Comply</b>” at the <b>Statement of Compliance</b> column to each indicated parameter or specification.</p> <p>➤ Updated <b>Item No. 13</b>, to wit:</p> <ol style="list-style-type: none"> <li>Tools (Jack, tire wrench, etc.)</li> <li>Early Warning Device (EWD)</li> <li>Spare Tire</li> <li>Fire Extinguisher</li> <li>Telecommunication equipment (cell phone)</li> <li>4 pieces Tire Chokes</li> </ol> |

|   |   |
|---|---|
|   | <ul style="list-style-type: none"> <li>g. First Aid Kit</li> <li>h. Flashlights/Emergency Lights/Trouble Lights</li> <li>i. Cover sheets or “trapal”</li> </ul>   |
| <b>Financial Proposal Sheet</b>                                     | <ul style="list-style-type: none"> <li>➤ Several line items were removed from the Financial Proposal Sheet specifically on the <b>Other Additional Charges and Flexibility</b> affecting the <b>Average Bid Price</b>. Please refer to pages 24-31 of this document.</li> <li>➤ <b>Final Bid Price</b> will be based on the total average unit cost of Wing Van and Container Van.</li> </ul> |
| <b>Section VIII. Checklist of Technical and Financial Documents</b> | <ul style="list-style-type: none"> <li>➤ On II. Financial Component Envelope, item (c) Original duly signed and accomplished Priced Schedule (s) should be removed since this document is not applicable for Provision of forwarding services.</li> </ul>   |

Attached herewith is the revised *Section I. Invitation to Bid, Section II. Instruction to Bidders, Section III. Bid Data Sheet, Section VI. Schedule of Requirements, Section VII. Technical Specifications, Financial Proposal Sheet and Section VIII Checklist of Technical and Financial Documents.*

This Bid Bulletin shall form part of the bidding documents.

Please be guided accordingly.

**Sgd. LILIBETH A. CABIARA**  
Vice-Chairperson, Bids and Awards Committee I

## *Revised Section I. Invitation to Bid*

### **Project Title: Provision of Forwarding Services for Visayas Disaster Resource Center (VDRC) for CY 2024**

#### **Project Identification No.: ITB No. DSWD7-PB-2024-08**

1. The *Department of Social Welfare and Development, Field Office VII (DSWD-FO VII)*, through the *authorized appropriations for Fiscal Year 2024 General Appropriations Act* intends to apply the sum of **One Hundred Twenty-Four Million Pesos Only (₱124,000,000.00)** as payment under the contract for the ***Provision of Forwarding Services for Visayas Disaster Resource Center (VDRC) for CY 2024***. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The *DSWD Field Office VII* now invites bids from ***PhilGEPS registered suppliers***. Delivery of the goods is required within ***Section VI. Schedule of Requirements***. Bidders should have completed, within *five (5) years* from the date of submission and receipt of bids, a **Single Largest Completed Contract (SLCC) similar to the Project, at least 50% of the ABC** amounting to **Php 62,000,000.00**. However, it can also be an aggregate of at least two similar completed contracts, provided that there is one contract equivalent to at least half of the 50% of the SLCC amounting to **Php31,000,000.00**. The SLCC should be supported with the following documents:
  - i.) Either of **Contract, Purchase Order, Notice of Award or Notice to Proceed**, and
  - ii.) Either of **Certificate of Completion, Certificate of Acceptance, Inspection and Acceptance, Official Receipt / Collection Receipt or Sales Invoice**.
3. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II. Instructions to Bidders.
4. Bidding will be conducted through open competitive bidding procedures using a non-discretionary *“pass/fail”* criterion as specified in the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184, otherwise known as the “Government Procurement Reform Act”.
5. Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA 5183.
6. Prospective Bidders may obtain further information from *Department of Social Welfare and Development Field Office VII* and inspect the Bidding Documents at the address given below during *office hours, 8:00 AM – 5:00 PM*.
7. A complete set of Bidding Documents may be acquired by interested Bidders on **February 8, 2024** from the given address and website below *and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the*

amount of **Php 50,000.00**. The Procuring Entity shall allow the bidder to present its proof of payment for the fees, they may present in person or through electronic means.

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Procuring Entity, provided that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

As stated in GPPB Resolution No. 09-2020, dated 7 May 2020, PEs to maximize the use of existing rules under RA No. 9184, its IRR and related issuances on the conduct of procurement activities, particularly those meant to streamline, simplify and expedite the conduct of procurement and address the challenges and disruptions brought by calamities and crisis such as the COVID-19 pandemic, such as use of videoconferencing, webcasting and similar technology in the conduct of any of the meetings and determination of quorum by the BAC.

8. The *DSWD Field Office VII* will hold a Pre-Bid Conference on **February 16, 2024 Friday, 1:00 PM** at **DSWD Field Office VII Conference Room, Cebu City** and/or through **videoconferencing via Google Meet using the code: procurement7**, which shall be open to prospective bidders.

**Note:**

DSWD Field Office is implementing health screening and temperature check for all personnel, visitors and client.

9. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below on or before **February 29, 2024 Thursday, 12:45 PM**. Late bids shall not be accepted.
10. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 14.
11. Bid opening shall be on **February 29, 2024 Thursday, 1:00 PM** at **DSWD Field Office VII Conference Room, Cebu City** and/or **via Google Meet using the code: procurement7**. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
12. As stated in Section 22.5.1 of the IRR of RA 9184, request for clarifications on any part of the Bidding Documents or for an interpretation must be in writing and submitted to the BAC of the Procuring Entity concerned at least ten (10) calendar days before the deadline set for the submission and receipt of bids. The BAC shall respond to the said request by issuing a Supplemental/Bid Bulletin, duly signed by the BAC Chairperson, to be made available to all those who have properly secured the Bidding Documents, at least seven (7) calendar days before the deadline for the submission and receipt of bids.
13. The *DSWD Field Office VII* reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with

Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.

14. For further information, please refer to:

***MS. AILEEN G. CUEVAS***

*Head, BAC Secretariat*

*DSWD – Field Office VII*

*M.J. Cuenco corner Gen. Maxilom Avenue, Cebu City*

*Tel. Nos. (032) 2338785 local 140 and 149*

*Email Add: [bac.fo7@dswd.gov.ph](mailto:bac.fo7@dswd.gov.ph)*

*Website: <https://fo7.dswd.gov.ph/>*

***February 08, 2024***

***Sgd. LILIBETH A. CABIARA***

*Vice-Chairperson, Bids and Awards Committee*

## *Section II. Instructions to Bidders*

### **TABLE OF CONTENTS**

|            |   |           |
|------------|---|-----------|
| <b>1.</b>  | <b>Scope of Bid</b> .....   | <b>7</b>  |
| <b>2.</b>  | <b>Funding Information</b> .....  | <b>7</b>  |
| <b>3.</b>  | <b>Bidding Requirements</b> .....   | <b>7</b>  |
| <b>4.</b>  | <b>Corrupt, Fraudulent, Collusive and Coersive Practices</b> .....              | <b>7</b>  |
| <b>5.</b>  | <b>Eligible Bidders</b> .....   | <b>8</b>  |
| <b>6.</b>  | <b>Origin of Goods</b> .....  | <b>9</b>  |
| <b>7.</b>  | <b>Subcontracts</b> .....   | <b>9</b>  |
| <b>8.</b>  | <b>Prebid Conference</b> .....  | <b>9</b>  |
| <b>9.</b>  | <b>Clarification and Amendment of Bidding Documents</b> .....                   | <b>10</b> |
| <b>10.</b> | <b>Documents Comprising the Bid: Eligibility and Technical Components</b> ..... | <b>10</b> |
| <b>11.</b> | <b>Documents Comprising the Bid: Financial Component</b> .....                  | <b>10</b> |
| <b>12.</b> | <b>Bid Prices</b> .....   | <b>11</b> |
| <b>13.</b> | <b>Bid and Payment Currencies</b> .....   | <b>11</b> |
| <b>14.</b> | <b>Bid Security</b> .....   | <b>11</b> |
| <b>15.</b> | <b>Sealing and Marking Bids</b> .....   | <b>12</b> |
| <b>16.</b> | <b>Deadline for Submission of Bids</b> .....                                    | <b>12</b> |
| <b>17.</b> | <b>Opening and Preliminary Examination of Bids</b> .....                        | <b>12</b> |
| <b>18.</b> | <b>Domestic Preference</b> .....  | <b>12</b> |
| <b>19.</b> | <b>Detailed Evaluation and Comparison of Bids</b> .....                         | <b>12</b> |
| <b>20.</b> | <b>Post-Qualification</b> .....   | <b>13</b> |
| <b>21.</b> | <b>Signing of the Contract</b> .....  | <b>13</b> |

## General

### 1. Scope of Bid

The Procuring Entity, *DSWD Field Office VII* wishes to receive Bids for the *Provision of Forwarding Services for Visayas Disaster Resource Center (VDRC) for CY 2024*, with identification number **ITB No. DSWD7-PB-2024-08**

The Procurement Project is composed of *one (1) lot*, the details of which are described in **Section VII. Technical Specifications**.

### 2. Funding Information

2.1. The GOP through the source of funding as indicated below for **CY 2024** in the amount of *One Hundred Twenty-Four Million Pesos Only (₱124,000,000.00)*.

2.2 The source of funding is NGA, the General Appropriations Act or Special Appropriations.

### 3. Bidding Requirements

The Bidding for the Projects shall be governed by all the provisions of RA No. 9184 and its 2016 revised IRR, including its Generic Procurement Manuals and associated policies, rules and regulations as the primary source thereof, while the herein clauses shall serve as the secondary sources thereof.

Any amendments made to the IRR and other GPPB issuances shall be applicable only to the ongoing posting, advertisement, or **IB** by the BAC through the issuance of a supplemental or bid bulletin.

The Bidder, by the act of submitting its Bid, shall be deemed to have verified and accepted the general requirements of this Project, including the other factors that may affect the cost, duration and execution or implementation of the contract, project or work and examine all instructions, forms, terms and project requirements in the Bidding Documents.

### 4. Corrupt, Fraudulent, Collusive, and Coercive Practices

The Procuring Entity, as well as the Bidders and Suppliers shall observe the highest standard of ethics during the procurement and execution of the contract. They or through an agent shall not engage in corrupt, fraudulent, collusive, coercive, and obstructive practices defined under Annex "I" of the 2016 revised IRR of RA No. 9184 or other integrity violations in competing for the project.

### 5. Eligible Bidders

5.1. Only Bids of Bidders found to be legally, technically and financially capable will be evaluated.

5.2. Foreign ownership exceeding those allowed under the rules may participate pursuant to:

- (a) When a Treaty or International or Executive Agreement as provided in Section 4 of the RA 9184 and its 2016 revised IRR allow foreign bidders to participate;
- (b) Citizens, corporations, or associations of a country, included in the list issued by the GPPB, the laws or regulations of which grant reciprocal rights or privileges to citizens, corporations, or associations of the Philippines;
- (c) When the Goods sought to be procured are not available from local suppliers; or
- (d) When there is a need to prevent situations that defeat competition or restrain trade.

5.3. Pursuant to Section 23.4.1.3 of the 2016 revised IRR of A No. 9184 the Bidder shall have an SLCC that is at least one (1) contract similar to the Project the value of which, adjusted to current prices using the PSA's CPI, must be at least equivalent to.

- a. For the procurement of Non-expendable Supplies and Services: The Bidder must have completed a single contract that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC.
- b. For the procurement of Expendable Supplies: The Bidder must have completed a single contract that is similar to this Project, equivalent to at least twenty-five percent (25%) of the ABC.
- c. For procurement where the Procuring Entity has determined, after the conduct of market research, that imposition of either (a) or (b) will likely result to failure of bidding or monopoly that will defeat the purpose of public bidding: the Bidder should comply with the following requirements: [*Select either failure or monopoly of bidding based on market research conducted*]
  - i. Completed at least two (2) similar contracts, the aggregate amount of which should be equivalent to at least *fifty percent (50%) in the case of non-expendable supplies and services or twenty-five percent (25%) in the case of expendable supplies*] of the ABC for this Project; and
  - ii. The largest of these similar contracts must be equivalent to at least half of the percentage of the ABC as required above.

5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.1 of the 2016 IRR of RA No. 9184.

## 6. Origin of Goods

There is no restriction on the origin of goods other than those prohibited by a decision of the UN Security Council taken under Chapter VII of the Charter of the UN, subject to Domestic Preference requirements under **ITB** Clause 18.



## 7. Subcontracts

7.1 The Bidder may subcontract portions of the project to the extent allowed by the Procuring Entity as stated herein, but in no case more than twenty percent (20%) of the project.

The Procuring Entity has prescribed that:

(a). **Subcontracting is not allowed.**

7.2. *[If Procuring Entity has determined that subcontracting is allowed during the bidding]* The Bidder must submit together with its Bid the documentary requirements of the subcontractor(s) complying with the eligibility criteria stated in **ITB** Clause 5 in accordance with Section 23.4 of the 2016 revised IRR of RA No. 9184 pursuant to Section 23.1 thereof.

7.3. *[If subcontracting is allowed during the contract implementation stage]* The Supplier may identify its subcontractor during the contract implementation stage. Subcontractors identified during the bidding maybe changed during the implementation of this contract. Subcontractors must submit the documentary requirements under Section 23.1 of the 2016 revised IRR of RA No. 9184 and comply with the eligibility criteria specified in **ITB** Clause 5 to the implementing or end-user unit.

7.4. Subcontracting of any portion of the Project does not relieve the Supplier of any liability or obligation under the Contract. The Supplier will be responsible for the acts, defaults, and negligence of any subcontractor, its agents, servants, or workmen as fully as if these were the Supplier's own acts, defaults or negligence, or those of its agents, servants or workmen.

## 8. Pre-Bid Conference

The Procuring Entity will hold a pre-bid conference for this project on **February 16, Friday, 1:00 PM** at **DSWD Field Office VII, M.J. Cuenco Avenue corner General Maxilom Avenue, Carreta, Cebu City** and/or through videoconferencing/webcasting as indicated in paragraph 6 of the **IB**.

## 9. Clarification and Amendment of Bidding Documents

Prospective bidders may request for clarification on and/or interpretation of any part of the Bidding Documents. Such requests must be in writing and received by the Procuring Entity either at its given address or through electronic mail indicated in the **IB**, at least ten (10) days before the deadline set for the submission and receipt of Bids.

## 10. Documents Comprising the Bid: Eligibility and Technical Components

10.1. The first envelope shall contain the eligibility and technical documents of the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.

- 10.2. The Bidder's SLCC as indicated in **ITB** Clause 5.3 should have been completed within *[5 years – relevant period as provided in paragraph 2 of the **IB**]* prior to the deadline for the submission and receipt of bids.
- 10.3. If the eligibility requirements or statements, the bids, and all other documents for submission to the BAC are in foreign language other than English, it must be accompanied by a translation in English, which shall be authenticated by the appropriate Philippine foreign service establishment, post or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines. Similar to the required authentication above, for Contracting Parties to the Apostille Convention, only the translated documents shall be authenticated through an apostille pursuant to GPPB Resolution No. 13-2019 dated 23 may 2019. The English translation shall govern, for purposes of interpretation of the bid.

## 11. Documents Comprising the Bid: Financial Component

- 11.1. The second bid envelope shall contain the financial documents for the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
- 11.2. If the Bidder claims preference as a Domestic Bidder or Domestic Entity, a certification issued by DTI shall be provided by the Bidder in accordance with Section 43.1.3 of the revised IRR of RA No. 9184.
- 11.3. Any bid exceeding the ABC indicated in paragraph 1 of the **IB** shall not be accepted.
- 11.4. For Foreign-funded Procurement, a ceiling may be applied to bid prices provided the conditions are met under Section 31.2 of the 2016 revised IRR of RA No. 9184.

## 12. Bid Prices

- 12.1. Prices indicated on the Price Schedule shall be entered separately in the following manner:
- a. For Goods offered from within the Procuring Entity's country:
    - i. The price of the Goods quoted EXW (ex-works, ex-factory, ex-warehouse, ex-showroom, or off-the-shelf, as applicable);
    - ii. The cost of all customs duties and sales and other taxes already paid or payable;
    - iii. The cost of transportation, insurance, and other costs incidental to delivery of the Goods to their final destination; and
    - iv. The price of other (incidental) services, if any, listed in the **BDS**.
  - b. For Goods offered from abroad:
    - i. Unless otherwise stated in the **BDS**, the price of the Goods shall be quoted delivered duty paid (DDP) with the place of destination<sup>18</sup> in the Philippines as specified in the **BDS**. In quoting the price, the Bidder shall be free to use transportation through carriers registered in any eligible country. Similarly, the Bidder may obtain insurance services from any eligible source country.
    - ii. The price of other (incidental) services, if any, as listed in the **BDS**.

### 13. Bid and Payment Currencies

- 13.1. For Goods that the Bidder will supply from outside the Philippines, the bid prices may be quoted in the local currency or tradeable currency accepted by the BSP at the discretion of the Bidder. However, for purposes of bid evaluation, Bids denominated in foreign currencies, shall be converted to Philippine currency based on the exchange rate as published in the BSP reference rate bulletin on the day of the bid opening.
- 13.2. Payment of the contract price shall be in **Philippine Pesos**.

### 14. Bid Security

- 14.1. The Bidder shall submit a Bid Securing Declaration or any form of Bid Security in the amount indicated in the BDS, which shall be not less than the percentage of the ABC in accordance with the schedule in the **BDS**.
- 14.2. The Bid and bid security shall be valid until **120 calendar days** from the date of opening of bids. Any Bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

### 15. Sealing and Marking Bids

Each Bidder shall submit one copy of the first and second components of its Bid.

The Procuring Entity may request additional hard copies and/or electronic copies of the Bid. However, failure of the Bidders to comply with the said request shall not be a ground for disqualification.

If the Procuring Entity allows the submission of bids through online submission or any other electronic means, the Bidder shall submit an electronic copy of its Bid, which must be digitally signed. An electronic copy that cannot be opened or is corrupted shall be considered non-responsive and, thus, automatically disqualified.

### 16. Deadline for Submission of Bids

- 16.1. The Bidders shall submit on the specified date and time and either at its physical address or through online submission as indicated in paragraph 7 of the **IB**.

### 17. Opening and Preliminary Examination of Bids

- 17.1. The BAC shall open the Bids in public at the time, on the date, and at the place specified in paragraph 9 of the **IB**. The Bidder's representatives who are present shall sign a register evidencing their attendance. In case videoconferencing, webcasting or other similar technologies will be used, attendance of participants shall likewise be recorded by the BAC Secretariat.

In case the Bids cannot be opened as scheduled due to justifiable reasons, the rescheduling requirements under Section 29 of the 2016 revised IRR of RA No. 9184 shall prevail.

- 17.2. The preliminary examination of bids shall be governed by Section 30 of the 2016 revised IRR of RA No. 9184.

## 18. Domestic Preference

- 18.1. The Procuring Entity will grant a margin of preference for the purpose of comparison of Bids in accordance with Section 43.1.2 of the 2016 revised IRR of RA No. 9184.

## 19. Detailed Evaluation and Comparison of Bids

- 19.1. The Procuring BAC shall immediately conduct a detailed evaluation of all Bids rated *“passed,”* using non-discretionary pass/fail criteria. The BAC shall consider the conditions in the evaluation of Bids under Section 32.2 of the 2016 revised IRR of RA No. 9184.
- 19.2. If the Project allows partial bids, bidders may submit a proposal on any of the lots or items, and evaluation will be undertaken on a per lot or item basis, as the case maybe. In this case, the Bid Security as required by **ITB** Clause 15 shall be submitted for each lot or item separately.
- 19.3. The descriptions of the lots or items shall be indicated in **Section VII (Technical Specifications)**, although the ABCs of these lots or items are indicated in the **BDS** for purpose of the NFCC computation pursuant to Section 23.4.2.6 of the 2016 revised IRR of RA No. 9184. The NFCC must be sufficient for the total of the ABCs for all the lots or items participated by the prospective Bidder.
- 19.4. The Project shall be awarded as follows:
- Option 1 – One Project having several items shall be awarded as one contract.
- 19.5. Except for bidders submitting a committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation, all Bids must include the NFCC computation pursuant to Section 23.4.1.4 of the 2016 revised IRR of RA No. 9184, which must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder. For bidders submitting the committed Line of Credit, it must be at least equal to ten percent (10%) of the ABCs for all the lots or items participated in by the prospective Bidder.

## 20. Post-Qualification

- 20.1. Within a non-extendible period of five (5) calendar days from receipt by the Bidder of the notice from the BAC that it submitted the Lowest Calculated Bid, the Bidder shall submit its latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment (eFPS) and other appropriate licenses and permits required by law and stated in the **BDS**.

*Participating bidders are encouraged to have an existing Landbank of the Philippines (LBP) Account in compliance to DBM Circular Letter No. 2013-16.*

## 21. Signing of the Contract

- 21.1. The documents required in Section 37.2 of the 2016 revised IRR of RA No. 9184 shall form part of the Contract. Additional Contract documents are indicated in the **BDS**.

## *Section III. Bid Data Sheet*

| <b>ITB Clause</b> |  |
|-------------------|--|
| 5.3               | <p>For this purpose, contracts similar to the Project shall be:</p> <p>a. The name of the Contract is <b><i>Provision of Forwarding Services for Visayas Disaster Resource Center (VDRC) for CY 2024</i></b>, similar contracts shall refer to <b><i>“Provision of Forwarding Services”</i></b>.</p> <p>b. completed within <i>five (5) years</i> prior to the deadline for the submission and receipt of bids.</p>  |
| 7.1               | <i>Subcontracting is not allowed.</i>  |
| 12                | The price of the Goods shall be quoted DDP (within the Philippines) or the applicable International Commercial Terms (INCOTERMS) for this Project.   |
| 14.1              | <p>The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts:</p> <p>a. The amount of not less than <i>two percent (2%) of ABC or equivalent to <b>Php 2,480,000.00</b></i>, if bid security is in cash, cashier’s/manager’s check, bank draft / guarantee or irrevocable letter of credit; or</p> <p>b. The amount of not less than <i>five percent (5%) of ABC or equivalent to <b>Php 6,200,000.00</b></i>, if bid security is in Surety Bond.</p> |
| 15                | <i>Each Bidder shall submit <b>ONLY one (1) original copy of the first and second components of its bid.</b></i>   |
| 19.2              | <p><b><i>Detailed Evaluation and Comparison of Bids</i></b></p> <p>Partial bid is not allowed. The goods are grouped in a single lot and the lot shall not be divided into sub-lots for the purpose of bidding, evaluation, and contract award.</p> <p>In all cases, the NFCC computation, if applicable, must be sufficient for all the lots or contracts to be awarded to the Bidder.</p>  |

|      |  |
|------|--|
| 20.1 | <p><b><i>Post-Qualification</i></b></p> <p>Within a non-extendible period of five (5) calendar days from receipt by the Bidder of the notice from the BAC that it submitted the Lowest Calculated Bid, the Bidder shall submit its latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment (eFPS) and other appropriate licenses and permits required by law and stated in the <b>BDS</b>.</p> <p><b><i>Participating bidders are encouraged to have an existing Landbank of the Philippines (LBP) Account in compliance to DBM Circular Letter No. 2013-16.</i></b></p> |
| 20.2 | <p><i>This project shall be awarded as a whole lot.</i></p>  |
| 29.2 | <ol style="list-style-type: none"> <li>1. Latest Income and Business Tax Returns, filed and paid through Electronic Filing and Payments System (EFPS), consisting of the following: <ol style="list-style-type: none"> <li>a. Income Tax Return with proof of payment, and</li> <li>b. VAT Returns (2550Q) with proof of payment covering the period.</li> </ol> </li> </ol>   |

## Section VI. Schedule of Requirements

The delivery schedule expressed as weeks/months stipulates hereafter the date of door-to-door delivery to the project site.

| ITEM NO                                     | DESCRIPTION   | TRUCK/ CONTAINER SIZE | SCHEDULE OF DELIVERY   |
|---|---|-----------------------|--|
| <b>A. AUGMENTATION OF FAMILY FOOD PACKS</b> |   |                       |  |
| 1   | DSWD Field Office I, San Fernando, La Union         | 10 Wheeler Wing Van   | <ul style="list-style-type: none"> <li>• As the need arises</li> <li>• Door to door delivery</li> <li>• Originating from any point within Metro Cebu and vice versa</li> </ul> |
| 2   | DSWD Field Office I, Laoag City, Ilocos Norte       |                       |  |
| 3   | DSWD Field Office I, Santa/Vigan, Ilocos Sur        |                       |  |
| 4   | DSWD Field Office I, Lingayen/Rosales, Pangasinan   |                       |  |
| 5   | DSWD Field Office I, Dagupan City                   |                       |  |
| 6   | DSWD Field Office II, Tuguegarao, Cagayan           |                       |  |
| 7   | DSWD Field Office II, Ilagan City, Isabela          |                       |  |
| 8   | DSWD Field Office II, Bayombong, Nueva Vizcaya      |                       |  |
| 9   | DSWD Field Office II, Cabarrojis, Quirino           |                       |  |
| 10  | DSWD Field Office III, San Fernando, Pampanga       |                       |  |
| 11  | DSWD Field Office III, Balanga, Bataan              |                       |  |
| 12  | DSWD Field Office III, Tarlac City, Tarlac          |                       |  |
| 13  | DSWD Field Office III, Iba, Zambales                |                       |  |
| 14  | DSWD Field Office III, Palayan, Nueva Ecija         |                       |  |
| 15  | DSWD Field Office III, San Miguel, Bulacan          |                       |  |
| 16  | DSWD Field Office III, Baler, Aurora                |                       |  |
| 17  | DSWD Field Office CAR, Baguio/ La Trinidad, Benguet |                       |  |
| 18  | DSWD Field Office CAR, Bangued, Abra                |                       |  |
| 19  | DSWD Field Office CAR, Tabuk, Kalinga               |                       |  |
| 20  | DSWD Field Office CAR, Luna, Apayao                 |                       |  |
| 21  | DSWD Field Office CAR, Lagawe, Ifugao               |                       |  |

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| 22 | DSWD Field Office CAR, Bontoc, Mt. Province           |  |  |
| 23 | DSWD Field Office IV-A, GMA, Cavite                   |  |  |
| 24 | DSWD Field Office IV-A, Dasmariñas, Cavite            |  |  |
| 25 | DSWD Field Office IV-A, Tanay, Rizal                  |  |  |
| 26 | DSWD Field Office IV-A, Sta. Cruz, Laguna             |  |  |
| 27 | DSWD Field Office IV-A, Provincial Capitol, Batangas  |  |  |
| 28 | DSWD Field Office IV-A, Lucena, Quezon                |  |  |
| 29 | DSWD Field Office IV-B, Calapan, Mindoro              |  |  |
| 30 | DSWD Field Office IV-B, Boac, Marinduque              |  |  |
| 31 | DSWD Field Office IV-B, Provincial Capitol, Romblon   |  |  |
| 32 | DSWD Field Office IV-B, Coron, Palawan                |  |  |
| 33 | DSWD Field Office IV-B, Puerto Princesa, Palawan      |  |  |
| 34 | DSWD Field Office V, Legaspi, Albay                   |  |  |
| 35 | DSWD Field Office V, Daet, Camarines Norte            |  |  |
| 36 | DSWD Field Office V, Pili, Camarines Sur              |  |  |
| 37 | DSWD Field Office V, Sorsogon City, Sorsogon          |  |  |
| 38 | DSWD Field Office V, Virac, Catanduanes               |  |  |
| 39 | DSWD Field Office V, Masbate City, Masbate            |  |  |
| 40 | DSWD Field Office VI, Ilo-ilo City, Ilo-ilo           |  |  |
| 41 | DSWD Field Office VI, Kalibo, Aklan                   |  |  |
| 42 | DSWD Field Office VI, Provincial Capitol, Antique     |  |  |
| 43 | DSWD Field Office VI, Roxas City, Capiz               |  |  |
| 44 | DSWD Field Office VI, Jordan, Guimaras                |  |  |
| 45 | DSWD Field Office VI, Bacolod City, Negros Occidental |  |  |
| 46 | DSWD Field Office VII, Cebu City, Cebu                |  |  |
| 47 | DSWD Field Office VII, Tagbilaran, Bohol              |  |  |
| 48 | DSWD Field Office VII, Siquijor, Siquijor             |  |  |



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| 49 | DSWD Field Office VII, Dumaguete, Negros Oriental              |  |  |
| 50 | DSWD Field Office VIII, Palo, Leyte                            |  |  |
| 51 | DSWD Field Office VIII, Catarman, Northern Samar               |  |  |
| 52 | DSWD Field Office VIII, Allen, Northern Samar                  |  |  |
| 53 | DSWD Field Office VIII, Calbayog, Western Samar                |  |  |
| 54 | DSWD Field Office VIII, Catbalogan, Western Samar              |  |  |
| 55 | DSWD Field Office VIII, Borongan, Eastern Samar                |  |  |
| 56 | DSWD Field Office VIII, Ormoc, Leyte                           |  |  |
| 57 | DSWD Field Office VIII, Naval, Biliran                         |  |  |
| 58 | DSWD Field Office VIII, Maasin, Southern Leyte                 |  |  |
| 59 | DSWD Field Office IX, Dipolog, Zamboanga Del Norte             |  |  |
| 60 | DSWD Field Office IX, Pagadian, Zamboanga Del Norte            |  |  |
| 61 | DSWD Field Office IX, Tetuan, Zamboanga City                   |  |  |
| 62 | DSWD Field Office IX, Ipil, Zamboanga Sibugay                  |  |  |
| 63 | DSWD Field Office X, Cagayan de Oro, Misamis Oriental          |  |  |
| 64 | DSWD Field Office X, Mambajao, Camiguin                        |  |  |
| 65 | DSWD Field Office X, Oroquita, Misamis Occidental              |  |  |
| 66 | DSWD Field Office X, Malaybalay, Bukidnon                      |  |  |
| 67 | DSWD Field Office X, Iligan City, Lanao Del Norte              |  |  |
| 68 | DSWD Field Office XI, Digos City, Davao Del Sur                |  |  |
| 69 | DSWD Field Office XI, Bago Oshiro, Tugbok District, Davao City |  |  |
| 70 | DSWD Field Office XI, Tagum City, Davao Del Norte              |  |  |
| 71 | DSWD Field Office XI, Nabunturan, Compostela Valley            |  |  |
| 72 | DSWD Field Office XI, Mati, Davao Oriental                     |  |  |
| 73 | DSWD Field Office XI, Malita, Davao Occidental                 |  |  |

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| 74 | DSWD Field Office XII, Coronadal, South Cotabato           |  |  |
| 75 | DSWD Field Office XII, Matalan, Cotabato                   |  |  |
| 76 | DSWD Field Office XII, General Santos City                 |  |  |
| 77 | DSWD Field Office XII, Alabel, Sarangani                   |  |  |
| 78 | DSWD Field Office XII, Isulan, Sultan Kudarat              |  |  |
| 79 | DSWD Field Office CARAGA, Butuan City, Agusan Del Norte    |  |  |
| 80 | DSWD Field Office CARAGA, Prosperidad, Agusan Del Norte    |  |  |
| 81 | DSWD Field Office CARAGA, Surigao City, Surigao Del Norte  |  |  |
| 82 | DSWD Field Office CARAGA, Tandag City, Surigao Del Sur     |  |  |
| 83 | DSWD Field Office CARAGA, San Jose, Dinagat Island         |  |  |
| 84 | DSWD Field Office NCR, 389 San Rafael cor. Legarda St., MM |  |  |
| 85 | VDRC NRA, Mandaue City, Cebu                               |  |  |
| 86 | NROC, Pasay City, MM                                       |  |  |
| 87 | DSWD Field Office I, San Fernando, La Union                |  |  |
| 88 | DSWD Field Office II, Tuguegarao, Cagayan                  |  |  |
| 89 | DSWD Field Office III, San Fernando, Pampanga              |  |  |
| 90 | DSWD Field Office CAR, Baguio/ La Trinidad, Benguet        |  |  |
| 91 | DSWD Field Office IV-A, GMA, Cavite                        |  |  |
| 92 | DSWD Field Office IV-B, Calapan, Mindoro                   |  |  |
| 93 | DSWD Field Office V, Legaspi, Albay                        |  |  |
| 94 | DSWD Field Office VIII, Tacloban, Leyte                    |  |  |
| 95 | DSWD Field Office IX, Dipolog, Zamboanga Del Norte         |  |  |
| 96 | DSWD Field Office X, Cagayan de Oro, Misamis Oriental      |  |  |
| 97 | DSWD Field Office XI, Digos City, Davao Del Sur            |  |  |
| 98 | DSWD Field Office XII, Coronadal, South Cotabato           |  |  |

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| 99                        | DSWD Field Office CARAGA, Surigao City, Surigao Del Norte  |                         |  |
| 100                       | DSWD Field Office NCR, 389 San Rafael cor. Legarda St., MM |                         |  |
| 101                       | NROC, Pasay City, MM                                       |                         |  |
| <b>B. HAULING OF RICE</b> |  |                         |  |
| 102                       | VDRC NRA, Mandaue City, Cebu                               | 10 Wheeler Wing Van     | <ul style="list-style-type: none"> <li>• As the need arises</li> <li>• Door to door delivery</li> <li>• Originating from any point within Metro Cebu and vice versa</li> </ul> |
| 103                       | DSWD Field Office VII, Cebu City, Cebu                     |                         |  |
| 104                       | NROC, Pasay City, MM                                       |                         |  |
| 105                       | NROC, Pasay City, MM                                       | 20 footer Container Van | <ul style="list-style-type: none"> <li>• As the need arises</li> <li>• Door to door delivery</li> <li>Originating from any point within Metro Cebu and vice versa</li> </ul>   |

I hereby certify to comply and deliver the goods within the above-stated period.

\_\_\_\_\_  
Name of Company/Bidder

\_\_\_\_\_  
Bidder's Signature over Printed Name

Date: \_\_\_\_\_

## *Section VII. Technical Specifications*

Bidders must state either “**Comply**” or “**Not Comply**” at the **Statement of Compliance** column to each indicated parameter or specification.

| Item No. | Specification  | Statement of Compliance |
|----------|--|-------------------------|
|          | <p>Forwarding Firm to provide Transport Service which facilitates the immediate delivery of allocated relief items/goods:</p> <ul style="list-style-type: none"> <li>* From DSWD-VDRC Mandaue City to DSWD-FOs warehouses and vice versa.</li> <li>* From DSWD FO-VII to DSWD-FOs warehouses and vice versa.</li> <li>* From DSWD-VDRC Mandaue City/DSWD FO-VII to DSWD-NROC Pasay City and vice versa.</li> <li>* From other outside delivery areas nationwide to DSWD-VDRC Mandaue City/DSWD-FO VII and vice versa.</li> </ul>   |                         |
| 1        | <p>The Forwarding Firm agrees to undertake door to door delivery of GOODS from the DSWD - VDRC warehouse, and other designated/identified warehouses to its final destinations (CONSIGNEES).</p> <p>All expenses incident to the pick-up and delivery of the goods such as but not limited to any cost related to Health protocols requirement (nationwide), except for workforce, detention and demurrage are for the account of the FORWARDING FIRM.</p> <p>Ensure all drivers and helpers must be fully vaccinated to avoid delays and complications with different LGU health protocol implementation.</p>   |                         |
| 2        | <p>The Forwarding Firm can provide at least 10 trucks and/or container vans a day which have a load capacity of at least 1,600 Family Food Packs (FFPs) or an equivalent weight of 13.6 tons to transport the DSWD-VDRC target daily deliveries during the DSWD Disaster Management Operations.</p> <p>The Forwarding Firm shall submit the list of its owned truck units (including plate number, name of driver, and helper) and the list of accredited trucks (including plate number, company name, name of manager/owner, office contact number, and total number of truck units).</p> <p>If the Forwarding Firm neglects or fails to furnish, either partially or in full, the stipulated number of truck units requested by DSWD-VDRC within the designated or mutually agreed-upon timeframe as outlined in the contractual agreement, encompassing a total of 10 truck units, such failure shall serve as grounds for the termination of said contract without prejudice to other courses of action and remedies available under the circumstances.</p> |                         |
| 3        | <p>The Forwarding Firm agrees to promptly dispatch trucks and/or container vans within 4 hours after booking confirmation to pick up the GOODS from the DSWD - VDRC warehouse and designated location as identified by the end user to its final destination (CONSIGNEES).</p> <p>Can immediately provide at least 10-trucks or 10-container van at a time, when necessary.</p>  |                         |

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| 4  | <p>The Forwarding Firm shall assume the full responsibility for the safety and custody of the GOODS until it reaches and accepted/received by the CONSIGNEES.</p> <p>All hauling units with tampered seal shall be subject to inspection by the receiving party with the forwarding firm or its representative.</p>  |  |
| 5  | <p>In the event of any losses, damages, or liabilities to DSWD, its employees, or to any third parties that may arise shall be for the sole account of the FORWARDING FIRM.</p> <p>The FORWARDING FIRM shall assume sole accountability for losses of goods or items resulting from robbery or hijacking of the hauling units.</p> <p>Any damaged or lost goods or items must be replaced by the FORWARDING FIRM with items of the same quantity and brand, and delivered in a door-to-door manner to the CONSIGNEE within the agreed delivery period.</p>   |  |
| 6  | <p>Documents such as Delivery Receipt and Requisition and Issue Slip shall be returned, COMPLETELY SIGNED, to DSWD-VDRC within seven (7) days for destination within Visayas and up to ten (10) days for Mindanao and Luzon after receipt of CONSIGNEE.</p>  |  |
| 7  | <p>While in transit, the forwarding firm is obliged to monitor status of goods and its location and report the same to DSWD-VDRC. The FORWARDING FIRM shall provide status updates through text/call, every after (6) six hours while the GOODS are in transit to its destination.</p>   |  |
| 8  | <p>The FORWARDING FIRM shall ensure target delivery period based on a lead-time of at least 1-2 days for destinations within Cebu Province, within 3-4 days for destination within other Visayas Regions and within 5-6 days for Mindanao and Luzon.</p>   |  |
| 9  | <p>The FORWARDING FIRM and DSWD shall abide by all applicable laws in the transport of relief goods.</p>   |  |
| 10 | <p>The FORWARDING FIRM shall ensure that all its personnel observe proper decorum while conducting business with DSWD.</p> <p>The Forwarding Firm and all its personnel shall wear proper attire, company ID and closed shoes upon entering DSWD-VDRC.</p>   |  |
| 11 | <p>The FORWARDING FIRM should have at least 4 workforces to load and unload the goods from the origin and at the destination.</p> <p>If DSWD-VDRC provides its truck, the FORWARDING FIRM will still provide the necessary labor for loading and unloading, and the associated charges will apply.</p>   |  |
| 12 | <p>The FORWARDING FIRM is obligated to consistently ensure the roadworthiness and physical condition of the hauling units, adhering to the Transport Management Unit vehicle pre-trip-inspection standards established by the Department of Social Welfare and Visayas Disaster Resource Center (DSWD-VDRC).</p> <p>The trucks and/or container vans must exhibit freedom from oil leaks, broken glass, oil stains, foul odors, insects, and pests. Moreover, they must not be employed in the transportation of animal feeds, waste, hazardous materials, chemicals, explosives, or construction materials such as cement and tile adhesives.</p> |  |

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|    | <p>Container vans are expected to be devoid of holes on walls/ceiling, internally rust-free, and possess a classification of at least "B" according to container standards.</p> <p>In the event of non-compliance with the DSWD-VDRC's Transport Management Unit vehicle inspection standards using the Vehicle Pre-Inspection Checklist, any non-conforming truck(s) and/or container(s) must be replaced within a two-hour timeframe, and all associated charges and liabilities shall be the exclusive responsibility of the FORWARDING FIRM.</p> |  |
| 13 | <p>The FORWARDING FIRM shall ensure all Truck units dispatched to DSWD are equipped with:</p> <ul style="list-style-type: none"> <li>a. Tools (Jack, tire wrench, etc.)</li> <li>b. Early Warning Device (EWD)</li> <li>c. Spare Tire</li> <li>d. Fire Extinguisher</li> <li>e. Telecommunication equipment (cell phone)</li> <li>f. 4 pieces Tire Chokes</li> <li>g. First Aid Kit</li> <li>h. Flashlights/Emergency Lights/Trouble Lights</li> <li>i. Cover sheets or “trapal”</li> </ul>  |  |
| 14 | <p>Payment will be based on actual service rendered and the term of payment is within 30 days from the receipt of all supporting documents.</p>  |  |
| 15 | <p>The contract shall become effective from the date of its execution and shall continue until such time that the total Approved Budget for the Contract will be fully consumed.</p>   |  |
| 16 | <p>Depending on the volume of goods to be transported, the procuring entity shall have the option to request either a 10 Wheeler Wing Van, or 20- Footer Container Van. The cost, however shall vary which should be indicated in the Financial Proposal Sheet.</p>  |  |
| 17 | <p>In the event that there is no request for services, the procuring entity has no responsibility towards the forwarding firm on their expenses in the bidding.</p>  |  |
| 18 | <p>For the purpose of establishing the rate per trip, the service provider must indicate the cost accordingly. Furthermore, the number of trips indicated will not restrict the frequency of delivery to a certain destination.</p>  |  |
| 19 | <p>For purpose of price evaluation, financial compliance shall be determined through the average price by adding all UNIT COST per trip/transaction divided by the number of items.</p>  |  |
| 20 | <p>Contract amount will be the Approved Budget for Contract (ABC) Without prejudice to the provisions of the applicable law, rules and regulations, the contract shall be automatically terminated when the amount specified for the contract has been exhausted.</p>  |  |
|    | <p>Criteria for the selection of logistic firm:</p>  |  |
| a. | <p>The FORWARDING FIRM has been engaged in the business of forwarding/transport services for at least three (3) years and certifies that it has the workforce, equipment, and management expertise necessary for the efficient and effective delivery of the services required by the DSWD.</p>  |  |

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| b. | The FORWARDING FIRM should have several options in the delivery route taking into consideration the safest but shortest distance of travel. It should have outstanding contacts with major shipping lines in all ports (e.g. delivery to DSWD-ARMM via Polloc Port, delivery to DSWD RRCY Zamboanga del Norte via Dipolog/Dapitan Port, delivery to Boracay Island via Caticlan Port, etc.      |  |
| c. | The trucks owned by the FORWARDING FIRM and those accredited by it must undergo proper registration and obtain the necessary franchise as haulers.<br><br>The Forwarding Firm is required to furnish a certified inventory of its hauling fleet, inclusive of plate numbers, along with the attached copies of the official receipt (OR) and certificate of registration (CR) for each vehicle. |  |
| d. | The FORWARDING FIRM's owned trucks and accredited trucks must be certified as non- smoke belching vehicle by LTO or any duly authorized government agency.  |  |

I hereby certify that all statements indicated under the **Statement of Compliance** are true and correct, otherwise, if found untrue and incorrect either during bid evaluation or post-qualification, the same shall give rise to automatic disqualification of our bid.

\_\_\_\_\_  
Name of Company/Bidder

\_\_\_\_\_  
Bidder's Signature over Printed Name

Date: \_\_\_\_\_

# *Financial Proposal Sheet*

**Project Identification No.: ITB No. DSWD7-PB-2024-08**

Date: \_\_\_\_\_

**The Bids and Awards Committee**  
 DSWD-Field Office VII  
 M.J. Cuenco Ave., Cebu City

Sir/Madam:  
 After having carefully read and accepted the terms and conditions in your Bidding Documents,  
 hereunder is our bid price per trip per destination from the point of origin:

| Item No.                                    | Destination                                       | Bid Price per Trip (Freight) |                         |
|---|---|------------------------------|-------------------------|
|   |   | 10 WHEELER WING VAN          | 20 FOOTER CONTAINER VAN |
| <b>A. AUGMENTATION OF FAMILY FOOD PACKS</b> |   |                              |                         |
| 1   | DSWD Field Office I, San Fernando, La Union       |                              |                         |
| 2   | DSWD Field Office I, Laoag City, Ilocos Norte     |                              |                         |
| 3   | DSWD Field Office I, Santa/Vigan, Ilocos Sur      |                              |                         |
| 4   | DSWD Field Office I, Lingayen/Rosales, Pangasinan |                              |                         |
| 5   | DSWD Field Office I, Dagupan City                 |                              |                         |
| 6   | DSWD Field Office II, Tuguegarao, Cagayan         |                              |                         |
| 7   | DSWD Field Office II, Ilagan City, Isabela        |                              |                         |
| 8   | DSWD Field Office II, Bayombong, Nueva Vizcaya    |                              |                         |
| 9   | DSWD Field Office II, Cabarrojis, Quirino         |                              |                         |
| 10  | DSWD Field Office III, San Fernando, Pampanga     |                              |                         |
| 11  | DSWD Field Office III, Balanga, Bataan            |                              |                         |
| 12  | DSWD Field Office III, Tarlac City, Tarlac        |                              |                         |
| 13  | DSWD Field Office III, Iba, Zambales              |                              |                         |
| 14  | DSWD Field Office III, Palayan, Nueva Ecija       |                              |                         |



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| 15 | DSWD Field Office III, San Miguel, Bulacan           |  |
| 16 | DSWD Field Office III, Baler, Aurora                 |  |
| 17 | DSWD Field Office CAR, Baguio/ La Trinidad, Benguet  |  |
| 18 | DSWD Field Office CAR, Bangued, Abra                 |  |
| 19 | DSWD Field Office CAR, Tabuk, Kalinga                |  |
| 20 | DSWD Field Office CAR, Luna, Apayao                  |  |
| 21 | DSWD Field Office CAR, Lagawe, Ifugao                |  |
| 22 | DSWD Field Office CAR, Bontoc, Mt. Province          |  |
| 23 | DSWD Field Office IV-A, GMA, Cavite                  |  |
| 24 | DSWD Field Office IV-A, Dasmariñas, Cavite           |  |
| 25 | DSWD Field Office IV-A, Tanay, Rizal                 |  |
| 26 | DSWD Field Office IV-A, Sta. Cruz, Laguna            |  |
| 27 | DSWD Field Office IV-A, Provincial Capitol, Batangas |  |
| 28 | DSWD Field Office IV-A, Lucena, Quezon               |  |
| 29 | DSWD Field Office IV-B, Calapan, Mindoro             |  |
| 30 | DSWD Field Office IV-B, Boac, Marinduque             |  |
| 31 | DSWD Field Office IV-B, Provincial Capitol, Romblon  |  |
| 32 | DSWD Field Office IV-B, Coron, Palawan               |  |
| 33 | DSWD Field Office IV-B, Puerto Princesa, Palawan     |  |
| 34 | DSWD Field Office V, Legaspi, Albay                  |  |
| 35 | DSWD Field Office V, Daet, Camarines Norte           |  |
| 36 | DSWD Field Office V, Pili, Camarines Sur             |  |
| 37 | DSWD Field Office V, Sorsogon City, Sorsogon         |  |

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| 38 | DSWD Field Office V, Virac, Catanduanes               |  |
| 39 | DSWD Field Office V, Masbate City, Masbate            |  |
| 40 | DSWD Field Office VI, Ilo-ilo City, Ilo-ilo           |  |
| 41 | DSWD Field Office VI, Kalibo, Aklan                   |  |
| 42 | DSWD Field Office VI, Provincial Capitol, Antique     |  |
| 43 | DSWD Field Office VI, Roxas City, Capiz               |  |
| 44 | DSWD Field Office VI, Jordan, Guimaras                |  |
| 45 | DSWD Field Office VI, Bacolod City, Negros Occidental |  |
| 46 | DSWD Field Office VII, Cebu City, Cebu                |  |
| 47 | DSWD Field Office VII, Tagbilaran, Bohol              |  |
| 48 | DSWD Field Office VII, Siquijor, Siquijor             |  |
| 49 | DSWD Field Office VII, Dumaguete, Negros Oriental     |  |
| 50 | DSWD Field Office VIII, Palo, Leyte                   |  |
| 51 | DSWD Field Office VIII, Catarman, Northern Samar      |  |
| 52 | DSWD Field Office VIII, Allen, Northern Samar         |  |
| 53 | DSWD Field Office VIII, Calbayog, Western Samar       |  |
| 54 | DSWD Field Office VIII, Catbalogan, Western Samar     |  |
| 55 | DSWD Field Office VIII, Borongan, Eastern Samar       |  |
| 56 | DSWD Field Office VIII, Ormoc, Leyte                  |  |
| 57 | DSWD Field Office VIII, Naval, Biliran                |  |
| 58 | DSWD Field Office VIII, Maasin, Southern Leyte        |  |
| 59 | DSWD Field Office IX, Dipolog, Zamboanga Del Norte    |  |
| 60 | DSWD Field Office IX, Pagadian, Zamboanga Del Norte   |  |
| 61 | DSWD Field Office IX, Tetuan, Zamboanga City          |  |

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| 62 | DSWD Field Office IX, Ipil, Zamboanga Sibugay                  |  |
| 63 | DSWD Field Office X, Cagayan de Oro, Misamis Oriental          |  |
| 64 | DSWD Field Office X, Mambajao, Camiguin                        |  |
| 65 | DSWD Field Office X, Oroquita, Misamis Occidental              |  |
| 66 | DSWD Field Office X, Malaybalay, Bukidnon                      |  |
| 67 | DSWD Field Office X, Iligan City, Lanao Del Norte              |  |
| 68 | DSWD Field Office XI, Digos City, Davao Del Sur                |  |
| 69 | DSWD Field Office XI, Bago Oshiro, Tugbok District, Davao City |  |
| 70 | DSWD Field Office XI, Tagum City, Davao Del Norte              |  |
| 71 | DSWD Field Office XI, Nabunturan, Compostela Valley            |  |
| 72 | DSWD Field Office XI, Mati, Davao Oriental                     |  |
| 73 | DSWD Field Office XI, Malita, Davao Occidental                 |  |
| 74 | DSWD Field Office XII, Coronadal, South Cotabato               |  |
| 75 | DSWD Field Office XII, Matalan, Cotabato                       |  |
| 76 | DSWD Field Office XII, General Santos City                     |  |
| 77 | DSWD Field Office XII, Alabel, Sarangani                       |  |
| 78 | DSWD Field Office XII, Isulan, Sultan Kudarat                  |  |
| 79 | DSWD Field Office CARAGA, Butuan City, Agusan Del Norte        |  |
| 80 | DSWD Field Office CARAGA, Prosperidad, Agusan Del Norte        |  |
| 81 | DSWD Field Office CARAGA, Surigao City, Surigao Del Norte      |  |
| 82 | DSWD Field Office CARAGA, Tandag City, Surigao Del Sur         |  |
| 83 | DSWD Field Office CARAGA, San Jose, Dinagat Island             |  |
| 84 | DSWD Field Office NCR, 389 San Rafael cor. Legarda St., MM     |  |
| 85 | VDRC NRA, Mandaue City, Cebu                                   |  |

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| 86                        | NROC, Pasay City, MM                                       |  |  |
| 87                        | DSWD Field Office I, San Fernando, La Union                |  |  |
| 88                        | DSWD Field Office II, Tuguegarao, Cagayan                  |  |  |
| 89                        | DSWD Field Office III, San Fernando, Pampanga              |  |  |
| 90                        | DSWD Field Office CAR, Baguio/ La Trinidad, Benguet        |  |  |
| 91                        | DSWD Field Office IV-A, GMA, Cavite                        |  |  |
| 92                        | DSWD Field Office IV-B, Calapan, Mindoro                   |  |  |
| 93                        | DSWD Field Office V, Legaspi, Albay                        |  |  |
| 94                        | DSWD Field Office VIII, Tacloban, Leyte                    |  |  |
| 95                        | DSWD Field Office IX, Dipolog, Zamboanga Del Norte         |  |  |
| 96                        | DSWD Field Office X, Cagayan de Oro, Misamis Oriental      |  |  |
| 97                        | DSWD Field Office XI, Digos City, Davao Del Sur            |  |  |
| 98                        | DSWD Field Office XII, Coronadal, South Cotabato           |  |  |
| 99                        | DSWD Field Office CARAGA, Surigao City, Surigao Del Norte  |  |  |
| 100                       | DSWD Field Office NCR, 389 San Rafael cor. Legarda St., MM |  |  |
| 101                       | NROC, Pasay City, MM                                       |  |  |
| <b>B. HAULING OF RICE</b> |  |  |  |
| 102                       | VDRC NRA, Mandaue City, Cebu                               |  |  |
| 103                       | DSWD Field Office VII, Cebu City, Cebu                     |  |  |
| 104                       | NROC, Pasay City, MM                                       |  |  |
| 105                       | NROC, Pasay City, MM                                       |  |  |

| <b>A. AUGMENTATION OF FAMILY FOOD PACKS</b>  |   |  |  |
|--|---|--|--|
| <b>OTHER ADDITIONAL CHARGES: INLAND FREIGHT</b>  |   |  |  |
| 106  | <ul style="list-style-type: none"> <li>Workforce (Loading or Unloading) per truck</li> </ul>  |  |  |
| 107  | <ul style="list-style-type: none"> <li>Detention and Demurrage (Unit Price per Day)</li> </ul>  |  |  |
| 108  | <ul style="list-style-type: none"> <li>Outside Delivery Area per kilometer (beyond the 30 kilometer radius from destination)</li> </ul> |  |  |
| <b>FLEXIBILITY (Deliveries from VDRC/FO-VII to any place within their premises and to other region nationwide and vice versa. Additional cost incurred if deliveries are made from outside the Regions/Province/City of destinations.)</b> |   |  |  |
| 109  | <ul style="list-style-type: none"> <li>Land Travel (for the first 50km)</li> </ul>  |  |  |
| 110  | <ul style="list-style-type: none"> <li>Land Travel (Additional charge per excess Kilometer)</li> </ul>                                  |  |  |
| 111  | <ul style="list-style-type: none"> <li>Land Travel + Sea Freight (for the first 50km)</li> </ul>  |  |  |
| 112  | <ul style="list-style-type: none"> <li>Land Travel + Sea Freight (Additional charge per excess Kilometer)</li> </ul>                    |  |  |
| <b>OTHER ADDITIONAL CHARGES: SEA FREIGHT</b>   |   |  |  |
| 113  | <ul style="list-style-type: none"> <li>Workforce (Loading or Unloading) per truck</li> </ul>  |  |  |
| 114  | <ul style="list-style-type: none"> <li>Detention and Demurrage (Unit Price per Day)</li> </ul>  |  |  |
| 115  | <ul style="list-style-type: none"> <li>Outside Delivery Area per kilometer (beyond the 30 kilometer radius from destination)</li> </ul> |  |  |
| <b>FLEXIBILITY (Deliveries from VDRC/FO-VII to any place within their premises and to other region nationwide and vice versa. Additional cost incurred if deliveries are made from outside the Regions/Province/City of destinations.)</b> |   |  |  |
| 116  | <ul style="list-style-type: none"> <li>Land Travel (for the first 50km)</li> </ul>  |  |  |
| 117  | <ul style="list-style-type: none"> <li>Land Travel (Additional charge per excess Kilometer)</li> </ul>                                  |  |  |
| 118  | <ul style="list-style-type: none"> <li>Land Travel + Sea Freight (for the first 50km)</li> </ul>  |  |  |

|  |   |  |  |
|--|---|--|--|
| 119  | <ul style="list-style-type: none"> <li>Land Travel + Sea Freight (Additional charge per excess Kilometer)</li> </ul>                    |  |  |
| <b>B. HAULING OF RICE</b>  |   |  |  |
| <b>OTHER ADDITIONAL CHARGES: INLAND FREIGHT</b>  |   |  |  |
| 120  | <ul style="list-style-type: none"> <li>Workforce (Loading or Unloading) per truck</li> </ul>  |  |  |
| 121  | <ul style="list-style-type: none"> <li>Detention and Demurrage (Unit Price per Day)</li> </ul>  |  |  |
| 122  | <ul style="list-style-type: none"> <li>Outside Delivery Area per kilometer (beyond the 30 kilometer radius from destination)</li> </ul> |  |  |
| <b>FLEXIBILITY (Deliveries from VDRC/FO-VII to any place within their premises and to other region nationwide and vice versa. Additional cost incurred if deliveries are made from outside the Regions/Province/City of destinations.)</b> |   |  |  |
| 123  | <ul style="list-style-type: none"> <li>Land Travel (for the first 50km)</li> </ul>  |  |  |
| 124  | <ul style="list-style-type: none"> <li>Land Travel (Additional charge per excess Kilometer)</li> </ul>                                  |  |  |
| 125  | <ul style="list-style-type: none"> <li>Land Travel + Sea Freight (for the first 50km)</li> </ul>  |  |  |
| 126  | <ul style="list-style-type: none"> <li>Land Travel + Sea Freight (Additional charge per excess Kilometer)</li> </ul>                    |  |  |
| <b>OTHER ADDITIONAL CHARGES: SEA FREIGHT</b>   |   |  |  |
| 127  | <ul style="list-style-type: none"> <li>Workforce (Loading or Unloading) per truck</li> </ul>  |  |  |
| 128  | <ul style="list-style-type: none"> <li>Detention and Demurrage (Unit Price per Day)</li> </ul>  |  |  |
| 129  | <ul style="list-style-type: none"> <li>Outside Delivery Area per kilometer (beyond the 30 kilometer radius from destination)</li> </ul> |  |  |
| <b>FLEXIBILITY (Deliveries from VDRC/FO-VII to any place within their premises and to other region nationwide and vice versa. Additional cost incurred if deliveries are made from outside the Regions/Province/City of destinations.)</b> |   |  |  |
| 130  | <ul style="list-style-type: none"> <li>Land Travel (for the first 50km)</li> </ul>  |  |  |

|                          |  |  |   |
|--------------------------|--|--|---|
| 131                      | <ul style="list-style-type: none"> <li>Land Travel (Additional charge per excess Kilometer)</li> </ul>               |  |   |
| 132                      | <ul style="list-style-type: none"> <li>Land Travel + Sea Freight (for the first 50km)</li> </ul>                     |  |   |
| 133                      | <ul style="list-style-type: none"> <li>Land Travel + Sea Freight (Additional charge per excess Kilometer)</li> </ul> |  |   |
| <b>AVERAGE BID PRICE</b> |  | <i>(Sum of Item 1-86, Item 102-104, Item 106-112 &amp; Item 120-126 divided by 103 for wing van)</i> | <i>(Sum of Item 87 to 101, Item 105, Item 113-119 &amp; Item 127-133 divided by 30 for container van)</i> |
|                          |  | <i>(Average of the two sums above)</i>   |   |

*Note: For the purpose of evaluation, financial compliance shall be determined through the average bid price.*

**AVERAGE BID PRICE (IN WORDS)** \_\_\_\_\_

Note: The above quoted prices are VAT inclusive and delivery cost.

Very truly yours,

\_\_\_\_\_  
Name of Company / Bidder

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

## ***Section VIII. Checklist of Technical and Financial Documents***

### **I. TECHNICAL COMPONENT ENVELOPE**

#### ***Class “A” Documents***

##### Legal Documents

- (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages);  
**and**  
 (b) Registration certificate from the Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives or its equivalent document,  
**and**  
 (c) Mayor’s or Business permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Area;  
**and**  
 (d) Tax Clearance per E.O No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).

##### Technical Documents

- (e) Statement of the prospective bidder of all its ongoing government and private contract, 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**
- (f) Statement of bidder’s Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Sections 23.4.1.3 and 23.4.2.4 of the 2016 revised IRR of RA No. 9184, within the relevant period as provided in the Bidding Documents; **and**
- i.) Either of Contract, Purchase Order, Notice of Award or Notice to Proceed, and
  - ii.) Either of Certificate of Completion, Certificate of Acceptance, Inspection and Acceptance, Official Receipt / Collection Receipt or Sales Invoice.
- (g) Original copy of the Bid Security. If in the form of Surety Bond, submit also a certification issued by the Insurance Commission,
- The amount of not less than *two percent (2%) of ABC or equivalent to Php 2,480,000.00*, if bid security is in cash, cashier’s/manager’s check, bank draft / guarantee or irrevocable letter of credit; or
  - The amount of not less than *five percent (5%) of ABC or equivalent to Php 6,200,000.00*, if bid security is in Surety Bond. **or**



- Original copy of Notarized Bid Securing Declaration; **and**

(h) Conformity with the Schedule of Delivery and Technical Specifications, which may include production / delivery schedule, manpower, requirement, and/or after-sales/parts, if applicable; **and**

(i) Original duly signed Omnibus Sworn Statement (OSS); **and** if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative, or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.

Technical Documents

(j) The Supplier's audited financial statement, showing, among others, the Supplier's total and current assets and liabilities, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission; **and**

(k) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC);

**or**

A committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation.

**Class "B" Documents**

(m) If applicable, a duly signed joint venture (JVA) in case the joint venture is already in existence **or**

Duly notarized statements from all the potential venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.

Other documentary requirements under RA No. 9184 (as applicable)

(n) [For foreign bidders claiming by reason of their country's extension of reciprocal rights to Filipinos] Certification from the relevant government office of their country stating that Filipinos are allowed to participate in government procurement activities for the same item or product.

(o) Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.

## **II. FINANCIAL COMPONENT ENVELOPE**

- (a) Original duly signed and accomplished Financial Bid Form; **and**
- (b) Original duly signed and accomplished Financial Proposal Sheet(s)