

# **PHILIPPINE BIDDING DOCUMENTS**

(As Harmonized with Development Partners)

# **Procurement of GOODS**

Government of the Republic of the Philippines

Procurement of Camera Set, Drones and  
Drone Training with Licensure for DOT  
Central Office

Project Identification Number:  
**DOT-BAC IB NO. 2024-022**

**Sixth Edition**  
**July 2020**

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# *Glossary of Acronyms, Terms, and Abbreviations*

**ABC** – Approved Budget for the Contract.

**BAC** – Bids and Awards Committee.

**Bid** – A signed offer or proposal to undertake a contract submitted by a bidder in response to and in consonance with the requirements of the bidding documents. Also referred to as *Proposal* and *Tender*. (2016 revised IRR, Section 5[c])

**Bidder** – Refers to a contractor, manufacturer, supplier, distributor and/or consultant who submits a bid in response to the requirements of the Bidding Documents. (2016 revised IRR, Section 5[d])

**Bidding Documents** – The documents issued by the Procuring Entity as the bases for bids, furnishing all information necessary for a prospective bidder to prepare a bid for the Goods, Infrastructure Projects, and/or Consulting Services required by the Procuring Entity. (2016 revised IRR, Section 5[e])

**BIR** – Bureau of Internal Revenue.

**BSP** – Bangko Sentral ng Pilipinas.

**Consulting Services** – Refer to services for Infrastructure Projects and other types of projects or activities of the GOP requiring adequate external technical and professional expertise that are beyond the capability and/or capacity of the GOP to undertake such as, but not limited to: (i) advisory and review services; (ii) pre-investment or feasibility studies; (iii) design; (iv) construction supervision; (v) management and related services; and (vi) other technical services or special studies. (2016 revised IRR, Section 5[i])

**CDA** - Cooperative Development Authority.

**Contract** – Refers to the agreement entered into between the Procuring Entity and the Supplier or Manufacturer or Distributor or Service Provider for procurement of Goods and Services; Contractor for Procurement of Infrastructure Projects; or Consultant or Consulting Firm for Procurement of Consulting Services; as the case may be, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.

**CIF** – Cost Insurance and Freight.

**CIP** – Carriage and Insurance Paid.

**CPI** – Consumer Price Index.

**DDP** – Refers to the quoted price of the Goods, which means “delivered duty paid.”

**DTI** – Department of Trade and Industry.

**EXW** – Ex works.

**FCA** – “Free Carrier” shipping point.

**FOB** – “Free on Board” shipping point.

**Foreign-funded Procurement or Foreign-Assisted Project**– Refers to procurement whose funding source is from a foreign government, foreign or international financing institution as specified in the Treaty or International or Executive Agreement. (2016 revised IRR, Section 5[b]).

**Framework Agreement** – Refers to a written agreement between a procuring entity and a supplier or service provider that identifies the terms and conditions, under which specific purchases, otherwise known as “Call-Offs,” are made for the duration of the agreement. It is in the nature of an option contract between the procuring entity and the bidder(s) granting the procuring entity the option to either place an order for any of the goods or services identified in the Framework Agreement List or not buy at all, within a minimum period of one (1) year to a maximum period of three (3) years. (GPPB Resolution No. 27-2019)

**GFI** – Government Financial Institution.

**GOCC** – Government-owned and/or –controlled corporation.

**Goods** – Refer to all items, supplies, materials and general support services, except Consulting Services and Infrastructure Projects, which may be needed in the transaction of public businesses or in the pursuit of any government undertaking, project or activity, whether in the nature of equipment, furniture, stationery, materials for construction, or personal property of any kind, including non-personal or contractual services such as the repair and maintenance of equipment and furniture, as well as trucking, hauling, janitorial, security, and related or analogous services, as well as procurement of materials and supplies provided by the Procuring Entity for such services. The term “related” or “analogous services” shall include, but is not limited to, lease or purchase of office space, media advertisements, health maintenance services, and other services essential to the operation of the Procuring Entity. (2016 revised IRR, Section 5[r])

**GOP** – Government of the Philippines.

**GPPB** – Government Procurement Policy Board.

**INCOTERMS** – International Commercial Terms.

**Infrastructure Projects** – Include the construction, improvement, rehabilitation, demolition, repair, restoration or maintenance of roads and bridges, railways, airports, seaports, communication facilities, civil works components of information technology projects, irrigation, flood control and drainage, water supply, sanitation, sewerage and solid waste management systems, shore protection, energy/power and electrification facilities, national

buildings, school buildings, hospital buildings, and other related construction projects of the government. Also referred to as *civil works or works*. (2016 revised IRR, Section 5[u])

**LGUs** – Local Government Units.

**NFCC** – Net Financial Contracting Capacity.

**NGA** – National Government Agency.

**PhilGEPS** - Philippine Government Electronic Procurement System.

**Procurement Project** – refers to a specific or identified procurement covering goods, infrastructure project or consulting services. A Procurement Project shall be described, detailed, and scheduled in the Project Procurement Management Plan prepared by the agency which shall be consolidated in the procuring entity's Annual Procurement Plan. (GPPB Circular No. 06-2019 dated 17 July 2019)

**PSA** – Philippine Statistics Authority.

**SEC** – Securities and Exchange Commission.

**SLCC** – Single Largest Completed Contract.

**Supplier** – refers to a citizen, or any corporate body or commercial company duly organized and registered under the laws where it is established, habitually established in business and engaged in the manufacture or sale of the merchandise or performance of the general services covered by his bid. (Item 3.8 of GPPB Resolution No. 13-2019, dated 23 May 2019). Supplier as used in these Bidding Documents may likewise refer to a distributor, manufacturer, contractor, or consultant.

**UN** – United Nations.

## ***Section I. Invitation to Bid***



## INVITATION TO BID

# Procurement of Camera Set, Drones and Drone Training with Licensure for DOT Central Office

### DOT-BAC IB NO. 2024-022

1. The *Department of Tourism (DOT)*, through the *General Appropriation Act 2024* intends to apply the sum of *One Million One Hundred Thirty-Four Thousand Three Hundred Thirty-Nine Pesos and 55/100 (PhP 1,134,339.55) inclusive of applicable taxes*, being the ABC to payments under the contract for *“Procurement of Camera Set, Drones and Drone Training with Licensure for DOT Central Office (DOT-BAC IB NO. 2024-022)”*. Bids received in excess of the ABC shall be automatically rejected at bid opening. The breakdown of the total *Approved Budget for the Contract (ABC)* is as follows:

Lot Number	ABC
Lot 1 – Camera Set	819,498.72
Lot 2 – Drone Set and Drone Training Licensure	314,840.83
GRAND TOTAL	1,134,339.55

2. The *DOT* now invites bids for the above Procurement Project. Delivery of the Goods is required within *45 days upon receipt of Notice to Proceed*. Bidders should have completed, within *five (5) years* from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).
3. 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) No. 9184.

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 No. 5183.

4. Prospective Bidders may obtain further information from the Bids and Awards Committee (BAC) Secretariat through the contact details given below and inspect the Bidding Documents as posted on the websites of the DOT and the Philippine Government Electronic Procurement System (PhilGEPS).
5. A complete set of Bidding Documents may be acquired by interested Bidders from *July 20, 2024 until August 11, 2024 (8:00 a.m. to 5:00 p.m.) and August 12, 2024 (until 9:00 a.m.)* from the given address and website(s) below *and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the total amount of Five Thousand Philippine Pesos (PhP5,000.00). The breakdown of the total bidding documents fee is as follows:*

Lot Number	Bidding Documents Fee
Lot 1	Php 3,000.00
Lot 2	Php 2,000.00
GRAND TOTAL	Php 5,000.00

**OR deposited to:**

Account Name	Department of Tourism-Regular Trust
Account Number	00-0-05002-407-4
Beneficiary's Bank	Development Bank of the Philippines (DBP)
Bank Branch	F. Zobel Branch
Address	809 J.P Rizal corner F. Zobel St., Makati City, Philippines

(Note: Pls. send copy of the Transaction report or any proof of payment at the email address [mdbuscano@tourism.gov.ph](mailto:mdbuscano@tourism.gov.ph))

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of DOT, provided that **bidders shall pay the non-refundable fee for the Bidding Documents not later than the submission of their bids.**

6. The **DOT** will hold a Pre-Bid Conference on **July 29, 2024 at 10:00 a.m.** at the **4<sup>th</sup> Floor, Conference Room, DOT Bldg., No. 351 Sen. Gil Puyat Avenue, Makati City**, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through manual submission **on or before August 12, 2024 at 9:00 a.m. only** at the office address indicated below. Late bids shall not be accepted.
8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 14.
9. Bid opening shall be on **August 12, 2024 at 10:00 a.m.** at the **4<sup>th</sup> Floor, Conference Room, DOT Bldg., No. 351 Sen. Gil Puyat Avenue, Makati City**.
10. All documents shall be current and updated and any missing document in the checklist is a ground for outright rejection of the bid. Bidder shall submit **one (1) original** and **five (5) photocopies** of the first and second components of its bid in sealed envelope.  
  
To facilitate the evaluation of the bids, bidders are advised to follow the arrangement in the checklist when placed in an Envelope, with documents bounded, tabbed and labeled accordingly.
11. The **DOT** 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 Sections 35.6 and 41 of 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
12. For further information, please refer to:  
**Mr. GODOFREDO R. MALDONADO, JR.**  
**Head, DOT-BAC Secretariat**  
**Procurement Management Division**  
**4th Floor, DOT Bldg.**  
**351 Sen. Gil Puyat Ave., Makati City**  
**Telephone Nos. 8459-5200 to 30 Loc. 425**  
**Email Address: [dot.bac@tourism.gov.ph](mailto:dot.bac@tourism.gov.ph)**  
**Website Address: [www.tourism.gov.ph](http://www.tourism.gov.ph)**



13. You may visit the following websites:  
For downloading of Bidding Documents: [www.tourism.gov.ph](http://www.tourism.gov.ph) / [www.philgeps.gov.ph](http://www.philgeps.gov.ph)

  
**USEC. FERDINAND C. JUMAPAO**  
DOT-BAC Chairperson

## ***Section II. Instructions to Bidders***

## 1. Scope of Bid

- I. The Procuring Entity, **Department of Tourism**, wishes to receive Bids for the **Procurement of Camera Set, Drones and Drone Training with Licensure for DOT Central Office** with Project Identification Number **DOT-BAC IB NO. 2024-022**.

The Procurement Project (referred to herein as “Project”) is composed of *two (2) lots*, 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 FY 2024 in the amount of **One Million One Hundred Thirty-Four Thousand Three Hundred Thirty-Nine Pesos and 55/100 (PhP 1,134,339.55)**. The period for the performance of the obligations under the Contract shall not go beyond the validity of the appropriation for the Project. The breakdown of the total **Approved Budget for the Contract (ABC)** is as follows:

<b>Lot Number</b>	<b>ABC</b>
<b>Lot 1 - Camera Set</b>	<b>819,498.72</b>
<b>Lot 2 - Drone Set and Drone Training Licensure</b>	<b>314,840.83</b>
<b>GRAND TOTAL</b>	<b>1,134,339.55</b>

2.2 The source of funding is the FY 2024 General Appropriations Act.

## 3. Bidding Requirements

The Bidding for the Project 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 source 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 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 limited to those allowed under the rules may participate in this Project.
- 5.3. Pursuant to Section 23.4.1.3 of the 2016 revised IRR of RA 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 at least fifty percent (50%) of the ABC.
- 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 subcontracting is not allowed.

## **8. Pre-Bid Conference**

The Procuring Entity will hold a pre-bid conference for this Project on **July 29, 2024 at 10:00 a.m.** at the **4th Floor, Conference Room, DOT Bldg., No. 351 Sen. Gil Puyat Avenue, Makati City**, 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) calendar 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 *five (5) years* 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 2016 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 e.
- 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 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 **Section VII (Technical Specifications)**.

### **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 made 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 *one hundred twenty (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 of 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 as indicated in *paragraph 10 of the IB*. 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

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 Bidders' 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

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 may be. 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 purposes 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 in by the prospective Bidder.

19.4. The Project shall be awarded as one project having several items that 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**

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 System (eFPS) and other appropriate licenses and permits required by law and stated in the BDS.

## **21. Signing of the Contract**

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***

# Bid Data Sheet

ITB Clause	
5.3	<p>For this purpose, contracts similar to the Project shall be:</p> <ul style="list-style-type: none"> <li>a. project with the same nature as the project to be bid;</li> <li>b. completed within <i>five (5)</i> years prior to the deadline for the submission and receipt of bids.</li> </ul>
7.1	<i>Subcontracting is not allowed.</i>
12	<i>Not applicable</i>
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><b>For Lot 1:</b></p> <ul style="list-style-type: none"> <li>a. The amount of not less than <b>PhP 16,389.97</b>, if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or</li> <li>b. The amount of not less than <b>PhP 40,974.94</b>, if bid security is in Surety Bond.</li> </ul> <p><b>For Lot 2:</b></p> <ul style="list-style-type: none"> <li>a. The amount of not less than <b>PhP 6,296.82</b>, if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or</li> <li>b. The amount of not less than <b>PhP 15,742.04</b>, if bid security is in Surety Bond.</li> </ul>
19.3	<i>No further instructions</i>
20	<i>No further instructions</i>
21	<i>No further instructions</i>

## ***Section IV. General Conditions of Contract***

## 1. Scope of Contract

This Contract shall include all such items, although not specifically mentioned, that can be reasonably inferred as being required for its completion as if such items were expressly mentioned herein. All the provisions of RA No. 9184 and its 2016 revised IRR, including the Generic Procurement Manual, and associated issuances, constitute the primary source for the terms and conditions of the Contract, and thus, applicable in contract implementation. Herein clauses shall serve as the secondary source for the terms and conditions of the Contract.

This is without prejudice to Sections 74.1 and 74.2 of the 2016 revised IRR of RA No. 9184 allowing the GPPB to amend the IRR, which shall be applied to all procurement activities, the advertisement, posting, or invitation of which were issued after the effectivity of the said amendment.

Additional requirements for the completion of this Contract shall be provided in the **Special Conditions of Contract (SCC)**.

## 2. Advance Payment and Terms of Payment

2.1. Advance payment of the contract amount is provided under Annex “D” of the revised 2016 IRR of RA No. 9184.

2.2. The Procuring Entity is allowed to determine the terms of payment on the partial or staggered delivery of the Goods procured, provided such partial payment shall correspond to the value of the goods delivered and accepted in accordance with prevailing accounting and auditing rules and regulations. The terms of payment are indicated in the **SCC**.

## 3. Performance Security

Within ten (10) calendar days from receipt of the Notice of Award by the Bidder from the Procuring Entity but in no case later than prior to the signing of the Contract by both parties, the successful Bidder shall furnish the performance security in any of the forms prescribed in Section 39 of the 2016 revised IRR of RA No. 9184.

## 4. Inspection and Tests

The Procuring Entity or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Project specifications at no extra cost to the Procuring Entity in accordance with the Generic Procurement Manual. In addition to tests in the **SCC, Section IV (Technical Specifications)** shall specify what inspections and/or tests the Procuring Entity requires, and where they are to be conducted. The Procuring Entity shall notify the Supplier in writing, in a timely manner, of the identity of any representatives retained for these purposes.

All reasonable facilities and assistance for the inspection and testing of Goods, including access to drawings and production data, shall be provided by the Supplier to the authorized inspectors at no charge to the Procuring Entity.

## **5. Warranty**

- 6.1. In order to assure that manufacturing defects shall be corrected by the Supplier, a warranty shall be required from the Supplier as provided under Section 62.1 of the 2016 revised IRR of RA No. 9184.
- 6.2. The Procuring Entity shall promptly notify the Supplier in writing of any claims arising under this warranty. Upon receipt of such notice, the Supplier shall, repair or replace the defective Goods or parts thereof without cost to the Procuring Entity, pursuant to the Generic Procurement Manual.

## **6. Liability of the Supplier**

The Supplier's liability under this Contract shall be as provided by the laws of the Republic of the Philippines.

If the Supplier is a joint venture, all partners to the joint venture shall be jointly and severally liable to the Procuring Entity.

## ***Section V. Special Conditions of Contract***

## Special Conditions of Contract

GCC Clause	
1	<p><b>Delivery and Documents –</b></p> <p>Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in Section VI (Schedule of Requirements).</p> <p>For purposes of this Clause the Procuring Entity’s Representative at the Project Site is:            Ms. Shaira Joy M. Medel            Project Officer            smmedel@tourism.gov.ph</p>
2.2	<i>Partial payment is not allowed.</i>
4	<i>The deliverables shall be subject to the inspection and acceptance of the Project Officer.</i>

## ***Section VI. Schedule of Requirements***



## *Section VI. Schedule of Requirements*

<b>Item No.</b>	<b>Description</b>	<b>Quantity</b>	<b>Total Amount</b>	<b>Delivered, Weeks/Months</b>
1	Camera Set	16 sets	PhP 819,498.72	45 days upon receipt of Notice to Proceed
2	Drones	3 sets	PhP 173,042.97	45 days upon receipt of Notice to Proceed
	Drone Training with Licensure for DOT Central Office	6 pax	PhP 141,797.86	45 days upon receipt of Notice to Proceed

\*More detailed service requirements and technical specifications are found under Section VII. Technical Specifications. \*

Conforme:

\_\_\_\_\_  
Name of Bidder's/Representative

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## ***Section VII. Technical Specifications***

# Technical Specifications

Item	Specification	Statement of Compliance																							
	<p><b>Scope of the Services</b></p> <p>I. The IT Supplier must provide and comply with the following:</p> <ol style="list-style-type: none"> <li>1. Deliver the following ICT equipment: <ul style="list-style-type: none"> <li>• Lot 1 Camera Set: 16 units</li> <li>• Lot 2 Drone: 3 units</li> </ul> </li> <li>2. Delivery service must be free of charge; Delivery at the DOT main office, 351 Sen Gil Puyat Ave., Makati City.</li> </ol> <p>II. Technical Specification</p> <p style="padding-left: 40px;">Lot 1. Camera set</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;">Lens Mount</td> <td>Capable of RF mount</td> </tr> <tr> <td>Lenses Compatibility</td> <td>Capable of RF/RF-S lens (EF/EF-S lens with EF-EOS R mount adapter)</td> </tr> <tr> <td rowspan="2">Image Sensor</td> <td>Must be able to handle Advanced Photo System type-C in size</td> </tr> <tr> <td>Must have an effective Pixel (Approx): 24.2M</td> </tr> <tr> <td>Imaging Processor</td> <td>Must have an image processing engine equivalent or greater than DIGIC X</td> </tr> <tr> <td>Card Slot</td> <td>Must have a single (SD Card) compatible with UHS-I</td> </tr> <tr> <td>Still image format</td> <td>Must be capable of JPG/HEIF/RAW/C-RAW</td> </tr> <tr> <td rowspan="2">Movie</td> <td>Must be capable of MP4 recording</td> </tr> <tr> <td>Must be capable of 4K UHD (30p) / Full HD</td> </tr> <tr> <td></td> <td>Must be capable of HDR PQ</td> </tr> <tr> <td rowspan="2">Autofocus</td> <td>AF area method must be capable of: Spot AF/1-point AF/Expand AF area (Above, below, left and right)/Expand AF area (Around)/Flexible zone AF 1-3/Whole area AF</td> </tr> <tr> <td>Must be capable of at least 651 AF zones available for automatic selection</td> </tr> <tr> <td></td> <td>Must be capable of tracking whole area</td> </tr> </table>	Lens Mount	Capable of RF mount	Lenses Compatibility	Capable of RF/RF-S lens (EF/EF-S lens with EF-EOS R mount adapter)	Image Sensor	Must be able to handle Advanced Photo System type-C in size	Must have an effective Pixel (Approx): 24.2M	Imaging Processor	Must have an image processing engine equivalent or greater than DIGIC X	Card Slot	Must have a single (SD Card) compatible with UHS-I	Still image format	Must be capable of JPG/HEIF/RAW/C-RAW	Movie	Must be capable of MP4 recording	Must be capable of 4K UHD (30p) / Full HD		Must be capable of HDR PQ	Autofocus	AF area method must be capable of: Spot AF/1-point AF/Expand AF area (Above, below, left and right)/Expand AF area (Around)/Flexible zone AF 1-3/Whole area AF	Must be capable of at least 651 AF zones available for automatic selection		Must be capable of tracking whole area	<p><i>[Bidders must state here either “Comply” or “Not Comply” against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of “Comply” or “Not Comply” must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer’s un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidder's statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to</i></p>
Lens Mount	Capable of RF mount																								
Lenses Compatibility	Capable of RF/RF-S lens (EF/EF-S lens with EF-EOS R mount adapter)																								
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	Must be capable of at least 651 AF zones available for automatic selection																								
	Must be capable of tracking whole area																								

		Must be capable to detect people/animal/vehicles	<i>the applicable laws and issuances.]</i>
Viewfinder		Must be capable of OLED colour electronic for electronic viewfinder	
		Must be capable of dot count of at least 2.36million	
		Must be capable of coverage of at least 100 %	
		Must be capable of magnification of at least 0.95x	
LCD monitor		Must be capable of dot count of at least 1.62 million	
		Must have at least 3” inches in size	
		Must be able of vari-angle for angle adjustment	
Built-in Flash		Yes	
Flash Guide No. (ISO 100)		Must have at least 6m	
Dimensions		Must not exceed 117 mm x 86 mm x 69mm (WxHxD)	
		Must be compliant to CIPA	
Weight		Must not exceed 375g (including battery and SD card)	
		Must be compliant to CIPA	
Warranty		At least 3-year warranty	
Package inclusion		Body Lense (18-45mm f/ 4.5-6.3 IS STM) Battery 128GB SD Card Charger Camera Bag Manual	
Lot 2. Drone Set			
Aircraft			
Takeoff Weight		Must not exceed 250g	
Dimension (LxWxH)		Folded: must not exceed 145 x 95 x 65 mm	
		Unfolded with propellers: must not exceed 300 x 375 x 105 mm	
Max Ascent Speed		At least 5 m/s S mode	
		At least 5 m/s N mode	
		At least 3 m/s C mode	
Max Descent Speed		At least 5 m/s S mode	
		At least 5 m/s N mode	
		At least 3 m/s C mode	

Max Horizontal Speed (at sea level, no wind)	16 m/s (S Mode)
	12 m/s (N Mode)
	12 m/s (C Mode)
Max Takeoff Altitude	Up to 4000m with intelligent flight battery
	Up to 3000m with intelligent flight battery Plus
Max Flight Time	At least 34 mins. with intelligent flight battery and measured while flying at 21.6 kph in windless conditions
	At least 45 mins with intelligent flight battery plus and measured while flying at 21.6 kph in windless conditions in selected countries
Max Hovering Time	At least 30 mins with an intelligent flight battery, no wind.
	At least 39 mins with an intelligent flight battery plus, no wind.
Max Flight Distance	At least 18 km with an intelligent flight battery and while flying at 40.7 kph in windless conditions.
	At least 25 km with an intelligent flight battery plus and while flying at 44.3 kph in windless conditions.
Max Wind Speed Resistance	At least 10.7 m/s
Max Pitch Angle	35°
Operating Temperature	Must be able to operate between -10° to 40° C (14° to 104° F)
Global Navigation Satellite System (GNSS)	Must have a GPS, Galileo and BeiDou
Hovering Accuracy Range	For Vertical: At least ± 0.1 m (with vision positioning) At least ± 0.5 m (with GNSS positioning)
	For Horizontal: At least ± 0.1 m (with vision positioning)

	At least $\pm 0.5$ m (with GNSS positioning)
Internal Storage	At least 2 GB
Sensing System	
Sensing Type	Must have omnidirectional binocular vision system, supplemented with a 3D infrared sensor at the bottom of the aircraft
Forward	At least 0.5-18 m for measurement range At least 0.5-200 m for detection range At least $< 12$ m/s for effective sensing speed during flight speed At least has a field of view of $90^\circ$ in horizontal and $72^\circ$ in vertical
Backward	At least 0.5-15 m for measurement range At least $< 12$ m/s for effective sensing speed during flight speed At least has a field of view of $90^\circ$ in horizontal and $72^\circ$ in vertical
Lateral	At least 0.5-12 m for measurement range At least $< 12$ m/s for effective sensing speed during flight speed At least has a field of view of $90^\circ$ in horizontal and $72^\circ$ in vertical
Upward	At least 0.5-15 m for measurement range At least $< 5$ m/s for effective sensing speed during flight speed At least has a field of view of $90^\circ$ in left and right and $72^\circ$ in front and back
Downward	At least 0.3-12 m for measurement range At least $< 5$ m/s for effective sensing speed during flight speed At least has a field of view of $90^\circ$ in left and right and $106^\circ$ in front and back
Operating Environment	Must have surfaces with discernible patterns and adequate lighting (lux $> 15$ ) for forward, backward, left, right, and upward
	Must have surfaces with discernible patterns, diffuse reflectivity $> 20\%$ (e.g. walls,

	trees, people), and adequate lighting (lux > 15) for downward
Gimbal	
Mechanical Range	Must be able to tilt at least -135° to 80°
	Must be able to roll at least -135° to 45°
	Must be able to pan at least -30° to 30°
Controllable Range	Must be able to tilt at least -90° to 60°
	Must be able to roll at least -90° to 0°
Stabilization	Must have a 3-axis mechanical gimbal (tilt, roll, and pan)
Max Control Speed (tilt)	Must be able to handle tilt at least 100°/s
Angular Vibration Range	Must be able to handle vibration at least ±0.01°
Camera	
Image Sensor	Must have 1/1.3-inch CMOS
	Must have an effective Pixel (Approx): 48MP
Lens	Must have a field of view at least 82.1°
	Must have a format equivalent at least 24 mm
	Must have an aperture at least f/1.7
	Must be able to focus at least 1m to ∞
ISO Range	Must be able to capture a normal and slow motion video at least 100-6400 (Normal)
	Must be able to capture a normal and slow motion video at least 100-1600 (D-Log M)
	Must be able to capture a normal and slow motion video at least 100-1600 (HLG)
	Must be able to capture a night video at least 100-12800 (Normal)
	Must be able to capture a photo at least 100-6400 (12 MP)
	Must be able to capture a photo at least 100-3200 (48 MP)
Shutter Speed	At least 1/16000-2 s for 12 MP photo and 2.5-8 s for simulated long exposure

		At least 1/8000-2 s for 48 MP photo
Max Image Size		At least 8064 x 6048
Still Photography Modes		At least 12 MP and 48 MP for single shot
		At least 48 MP, 3/5 frames for burst shooting
		At least 12MP, 3/5/7 frames for burst shooting
		At least 12MP, 2/3/5/7/10/15/20/30/60 s for timed
		At least 48MP, 5/7/10/15/20/30/60 s for timed
		At least 12 MP, 3/5/7 frames at 0.7 EV step for Automatic Exposure Bracketing (AEB)
		At least 48 MP, 3/5 frames at 0.7 EV step for Automatic Exposure Bracketing (AEB)
Photo Format		Must be capable of JPEG/DNG (RAW)
Video Resolution		Must be capable of: H.264/H.265 4k: at least 3840x2160@24/25/30/48/50/60/100*fps FHD: at least 1920x1080@24/25/30/48/50/60/100*/200*fps Slow Motion: at least 4K/100fps and HLG/D-Log M only support H.265 coding
Video Format		Must have MP4 (MPEG-4 AVC/H.264, HEVC/H.265)
Max Video Bitrate		At least H.264/H.265: 150 Mbps
Digital Zoom		Must be capable of 1-3x for 12MP Photo
		Must be capable of 1-3x for 4K
		Must be capable of 1-4x for FHD
Color Mode and Sampling Method		Must be capable of 8-bit 4:2:0 (H.264/H.265) for Normal
		Must be capable of 10-bit 4:2:0 (H.265) for HLG/D-Log M
Supported File System		exFAT



Video Transmission	
Video Transmission System	Must be equivalent to DJI O4 or better
Live View Quality	Must be capable in remote controller up to 1080p/60fps when the aircraft is flying in Photo or Video mode
	Must be capable in remote controller up to 1080p/30fps when the aircraft is flying in Video mode
	Must be capable in remote controller up to 1080p/24fps when the aircraft is in standby mode on the ground
Operation Frequency	At least 2.4000-2.4835 GHz
	At least 5.170-5.250 GHz
	At least 5.725-5.850 GHz
Transmitter Power (EIRP)	Must be capable of: 2.4 GHz: < 33 dBm (FCC), < 20 dBm (CE/SRRC/MIC) 5.1 GHz: < 23 dBm (CE) 5.8 GHz: < 33 dBm (FCC), < 30 dBm (SRRC), < 14 dBm (CE)
Lowest Latency	Must be capable of approx. 120 ms for Aircraft + Remote Controller
Max Download Speed	At least 10 MB/s At least 30 MB/s* for Wi-Fi 5
Max Transmission Distance (unobstructed, free of interference)	Must be capable of: 20 km of FCC 10 km of CE 10 km of SRRC 10 km of MIC  Measured in an unobstructed outdoor environment free of interference. The above data shows the farthest communication range for one-way, non-return flights under each standard.
Max Transmission Distance (unobstructed, with interference)	Must be capable of: Urban landscape with approx. 1.5-4 km for Strong Interference Suburban landscape with approx. 4-10 km for Medium Interference Suburb/seaside with approx. 10-20 km for Low Interference
Antennas	At least 4 antennas with 2T4R

Battery	
Compatible Battery	Mini 4 Pro Intelligent Flight Battery, Mini 3 Series Intelligent Flight Battery Plus*
Capacity	At least 2590 mAh for Intelligent Flight Battery and 3850 mAh Intelligent Flight Battery Plus*
Weight	Must not exceed to approx. 77.9 g for Intelligent Flight Battery and approx. 121 g for Intelligent Flight Battery Plus*
Nominal Voltage	Must not exceed to 7.32 V Intelligent Flight Battery and 7.38 V for Intelligent Flight Battery Plus*
Max Charging Voltage	At least 8.6 V Intelligent Flight Battery and 8.5 V for Intelligent Flight Battery Plus*
Battery Type	Must be Li-ion
Energy	At least 18.96 Wh Intelligent Flight Battery and 28.4 Wh for Intelligent Flight Battery Plus*
Charging Time	Intelligent Flight Battery: Must not exceed to 70 mins (with the 30W USB-C Charger and the battery mounted to the aircraft) Must not exceed to 58 mins (with the 30W USB-C Charger and the battery inserted into the Two-Way Charging Hub)
	Intelligent Flight Battery Plus*: Must not exceed to 101 mins (with the 30W USB-C Charger and the battery mounted to the aircraft) Must not exceed to 78 mins (with the 30W USB-C Charger and the battery inserted into the Two-Way Charging Hub)
Charging Temperature Range	Must not exceed to 5° to 40° C (41° to 104° F)
Recommended Charger	At least 30W USB-C Charger
Memory Cards	
Memory Card	Must provide at least 2pcs of 512GB
Compatible microSD Cards	Extreme PRO 32GB V30 U3 A1 microSDHC

	1066x 64GB V30 U3 A2 microSDXC 1066x 128GB V30 U3 A2 microSDXC 1066x 256GB V30 U3 A2 microSDXC 1066x 512GB V30 U3 A2 microSDXC GO! Plus 64GB V30 U3 A2 microSDXC GO! Plus 128GB V30 U3 A2 microSDXC React Plus 64GB V90 U3 A1 microSDXC React Plus 128GB V90 U3 A1 microSDXC React Plus 256GB V90 U3 A1 microSDXC Plus 512GB V30 U3 A2 microSDXC	
<b>Charging Hub</b>		
Input	Must be capable of: 5 V, 3 A 9 V, 3 A 12 V, 3 A	
Output (USB)	Must have a max voltage: 5 V	
	Must have a max current: 2 A	
Charging Type	Must be capable of three (3) batteries being charged in sequence	
<b>RC-N2</b>		
Max Operating Time	At least 6 hours without charging any mobile device	
	At least 3.5 hours when charging a mobile device	
Max Supported Mobile Device Size	At least 180×86×10 mm (L×W×H)	
Operating Temperature	Must not exceed to -10° to 40° C (14° to 104° F)	
Charging Temperature	Must not exceed to 5° to 40° C (41° to 104° F)	
Charging Time	Must not exceed to 2.5 hours	
Charging Type	Must be recommended to use a 5V/2A charger.	
Battery Capacity	At least 18.72 Wh (3.6 V, 2600 mAh × 2)	

Supported Mobile Device Port Type	Must be capable of lightning, USB-C, Micro-USB
Video Transmission Operating Frequency	At least 2.4000-2.4835 GHz At least 5.170-5.250 GHz At least 5.725-5.850 GHz
Transmitter Power (EIRP)	Must be capable of: 2.4 GHz: < 33 dBm (FCC), < 20 dBm (CE/SRRC/MIC) 5.1 GHz: < 23 dBm (CE) 5.8 GHz: < 33 dBm (FCC), < 14 dBm (CE), < 30 dBm (SRRC)
Warranty	
Period	12 months warranty period upon receipt of the product
Guaranteed software updates until	Must be cover until December 31, 2026
Drone Training and Licensure	
Number of pax	6 pax
Inclusion	Must provide a Training with Certificate
	Must provide a CAAP Remotely Piloted Aircraft (RPAs) License Exam
	Preferably with insurance
	Provider must provide a drone for training
	Must cover the complete RPAs training course
School/Organization	Must be authorized, certified, and recognized by the CAAP to provide commercial services
Training	Training must cover the following but not limited to: - Modern drone applications; - Drone Mechanics; - Flight Techniques; - At least five (5) hours of experience in operating RPAs outside controlled airspace; - At least 5 hours of flight time on the type of drone the end-user intends to operate; - Compliance with local law and regulations; and - Safety and emergency procedures.

Licensure	Must provide a knowledge test administered at the Airmen Examination Board
	Must issue a Knowledge Test Report
	Must provide a skill Test Permit and schedule of skill assessment
	Must provide a Skill Test and result
	Must provide a Remotely Piloted Aircraft Controller Certificate
	Must assist the end-user on the five (5)-phase certification process to become the RPAS Operator Certificate (ROC) Holder
	Must cover the prescribed fee and additional fee that may be charged during the ROC certification process.

**Other requirement**

The IT supplier claiming, providing, and submitting false information during the procurement process must be immediately disqualified from the bidding. This is for the Department and committee protection from dishonest suppliers purposely providing ICT equipment that are overpriced, non-compliance with ICT equipment, toy-like ICT equipment, etc.

**Summary**

Item	Unit	Unit price	Total Amount (Php)
Lot 1			
Camera set	16 set	51,218.67	819,498.72
Lot 2			
Drone Set	3 set	57,680.99	173,042.97
Drone Training and Licensure	1 lot	141,797.86	141,797.86
<b>Grand Total Amount</b>			<b>1,134,339.55</b>

Conforme:

---

Name of Bidder's/Representative

---

Signature

---

Date

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

# Checklist of Technical and Financial Documents

## I. TECHNICAL COMPONENT ENVELOPE

### *Class “A” Documents*

#### Legal Documents

- (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages) in accordance with Section 8.5.2 of the IRR.

#### Technical Documents

- (b) Statement of the prospective bidder 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 (**Annex “A”**); **and**
- (c) Statement of the 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 (Note: This statement shall be supported with end-user’s acceptance or official receipt(s) or sales invoice issued for the contract) (**Annex “B”**); **and**
- (d) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission;  
**or**  
Original copy of Notarized Bid Securing Declaration (**Annex C”**); **and**
- (e) Conformity with the Technical Specifications (**Section VII**), which may include production/delivery schedule, manpower requirements, and/or after-sales/parts, if applicable (**Section VI**); **and**
- (f) Original duly signed Omnibus Sworn Statement (OSS) (**Annex “D”**); **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.

#### Financial Documents

- (g) The prospective bidder’s computation of Net Financial Contracting Capacity (NFCC) (**Annex “E”**);  
**or**  
A committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation.

### *Class “B” Documents*

- (h) If applicable, a duly signed joint venture agreement (JVA) in case the joint venture is already in existence;  
**or**  
duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.



## II. FINANCIAL COMPONENT ENVELOPE

- (i) Original of duly signed and accomplished Financial Bid Form (**Annex “F”**);  
**and**
- (j) Original of duly signed and accomplished Price Schedule(s) (**Annex “G”**).

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

- (k) *[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.
- (l) Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.

