Republic of the Philippines
DEPARTMENT OF AGRICULTURE
Western Visayas

IB No. 2023-018(AMV)
Procurement of Supply and Delivery of
Four (4) Units Four Wheel Drive Tractor

Checklist of Eligibility & Technical Requirements for the BAC – First Envelope

PROJECT: Procurement of Supply and Delivery of Four (4) Units Four Wheel Drive Tractor

Date: December 14, 2022

BIDDER: _____

Eligibility and Technical Requirements

ELIGIBILITY AND TECHNICAL ENVELOPE:

J.A. Barrogo	R. Tayson/ A.R. Doce	M. Mana-ay/ M. A. Grajo	M. Solis	J. Natividad

TECHNICAL COMPONENT

A) Eligibility Documents

Class "A" Documents

Legal Document

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

Technical Documents

					1.	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; **and**
					2.	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; **and**
					3.	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; **and**

					4.	Conformity with the Technical Specifications, which may include brochure, production/delivery schedule, manpower requirements (**There must be** a licensed Agricultural & Biosystems Engineer in the list) and/or after-sales/parts, if applicable; **and**
					5.	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.

Financial Document

					6.	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

					7.	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.

Note: Any missing documents in the above-mentioned checklist is a ground for outright rejection of the bid

Remarks: [ ] Eligible [ ] Ineligible

Dr. Jonic F. Natividad
Chairperson

Maria Teresa T. Solis
Vice-Chairperson

Engr. Moises D. Mana-ay / May Ann B. Grajo
Member

Engr. Raffy P. Tayson / Engr. Allan Ray D. Doce
Provisional Member

Engr. Jose Albert A. Barrogo
Provisional Member

Within a **non-extendible period of five (5) calendar days** from receipt by the bidder of the notice from the BAC that it is the Lowest Calculated Bid, the bidder shall submit the following requirements which should be Certified True Copy:

a) Latest income and business tax returns per Revenue Regulations 3-2005;

If the filing of the business and income tax returns is joint as in BIR Form No. 1701, the combined tax returns must be for the period ending December 31, 2021.

If the filing is not joint as in BIR Form No. 1702, the income tax return must be for the period ending December 31, 2021 and the business tax return must cover the 3rd quarter of 2022 or September 30, 2022.

b) SEC Articles of Incorporation

c) Other appropriate licenses and permits required by law and stated in the BDS

c.1 Certificate of commitment that the supplier will conduct training on the operation and maintenance of the machine;
c.2 Certificate that the supplier has an office and/or accredited service center in Region 6 and they have to respond within 72 hours upon receipt of the notice of complaints from end-user/beneficiaries; and
c.3 Copy of the license of the surety firm, in case surety bond is filed.

d) **Audited Financial Statement** (**Auditors Opinion, Income Statement, Balance Sheet** and **Cash Flow**); **Tax Clearance** per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR); **Registration Certificate** from 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 **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 Areas (2022). In case of JV, each party shall also submit their respective Audited Financial Statement.

e) Original copy of the bidding documents if submitted on-line during bidding.

f) AMTEC Test Result.

g) A valid Certificate of Accreditation from National Agricultural and Fisheries Machinery Assemblers, Manufacturers, Importers, Distributors and Dealers Accreditation and Classification (NAMDAC) Board.

h) A valid Permit to Operate (PTO).

i) A valid Certificate of Conformity (CC) for Tractor only.

Failure of the Bidder declared as Lowest Calculated Bid to duly submit the above requirements or a finding against the veracity of such shall be ground for forfeiture of the bid security and disqualify the Bidder for the award.