Republic of the Philippines
DEPARTMENT OF AGRICULTURE
Western Visayas

IB No. 2023-030(AMV)
Procurement of Works for the Establishment
of Greenhouse with Hydroponics Facility

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

PROJECT: Procurement of Works for the Establishment of Greenhouse with Hydroponics Facility

Date: April 12, 2023

BIDDER: _____

ELIGIBILITY AND TECHNICAL ENVELOPE:

	J. Demamay/ M.J. Tagle	M. Mana-ay/ M.A. Grajo	J. Natividad/ A. Gallo	M. Solis	Z. Cuello

TECHNICAL COMPONENT

A) Eligibility Documents

Class "A" Documents

Legal Document

1. 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 under the rules; **and**

3. Special PCAB License in case of Joint Ventures and Registration for the type and cost of the contract to be bid.

4. 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**

5. Project Requirements, which shall include the following:

a. Organizational chart for the contract to be bid (**There must be** a licensed Agricultural & Biosystems Engineer in the list);

b. List of contractor's key personnel (*e.g.*, Project Manager, Project Engineers, Materials Engineers, and Foremen), to be assigned to the contract to be bid, with their complete qualification and experience data;

c. List of contractor's major equipment units, which are owned, leased, and/or under purchase agreements, supported by proof of ownership or certification of availability of equipment from the equipment lessor/vendor for the duration of the project, as the case may be; **and**

6. 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.

B. <u>Financial Documents</u>

7. The prospective bidder's computation of Net Financial Contracting Capacity (NFCC).

Class "B" Documents

8. If applicable, duly signed joint venture agreement (JVA) in accordance with RA No. 4566 and its IRR 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

Zarlina B. Cuello
Chairperson

Maria Teresa T. Solis
Vice-Chairperson

Dr. Jonic F. Natividad / Engr. April B. Gallo
Member / Alternate Member

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

Engr. Jackson R. Demamay / Engr. Marion Joseph C. Tagle
Member / Alternate Member

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

Dominador A. Marquez
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 4th quarter of 2022 or December 31, 2022.

b) SEC Articles of Incorporation

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

c.1 Copy of License of Surety Company, in case, a Surety Bond is filed
c.2 S-curve Pert CPM
c.3 Construction Safety and Health Program
c.4 Copy of the PRC License of the Agricultural & Biosystems Engineer

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 (2023). In case of JV, each party shall also submit their respective Audited Financial Statement.

e) **Valid** Philippine Contractors Accreditation Board **(PCAB) License** and **valid Registration** for the type and cost of the contract to be bid.

f) **Certificate of commitment** for the following services:
f.1 Training to the recipient before the turn-over of the project;
f.2 Supervision and agronomic support for eight (8) weeks (minimum).

g) Original copy of the bidding documents if submitted on-line during bid opening.

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.