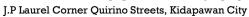


Republic of the Philippines

DEPARTMENT OF EDUCATION

Region XII

KIDAPAWAN CITY DIVISION





	me of Project :			
-	der : nue of Bid Opening :			
Dat	e/Time :			
Che	ecklist of Technical and Financial Documents			
	ECHNICAL COMPONENT ENVELOPE ass "A" Documents			
ء ا	gal Documents	PRESENT	ABSENT	REMARKS
1.	Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages);			
2.	Registration certificate from Securities and Exchange Commission (SEC) for			
	corporation, Department of Trade and Industry (DTI) for sole proprietorship, or			
	Cooperative Development Authority (CDA) for cooperatives or its equivalent			
3.	document; Mayor's or Business permit issued by the city or municipality where the principal			
٥.	place of business of the prospective bidder is located, or the equivalent document			
	for Exclusive Economic Zones or Areas;			
4.	Tax clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the			
	Bureau of Internal Revenue (BIR).			
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<u>16</u> 5.	echnical Documents Duly signed Statement of the prospective bidder of all its ongoing government and			
۶.	private contracts within the last 3 years reckoned from the date of submission and			
	receipt of bids, including contracts awarded but not yet started, if any, whether			
	similar or not similar in nature and complexity to the contract to be bid;			
ô.	Duly signed Statement of the bidder's Single Largest Completed Contract (SLCC)			
	similar to the contract to be bid within the last 3 years reckoned from the date of			
	submission and receipt of bids and whose value must be at least twenty-five percent (25%) of the ABC, 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;			
7.	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;			
3.	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.			
Α	dditional Documents			
9.	Updated Health Certificate of Food Handlers			
10.	Sanitary Permit			
Fi	nancial Documents			
11.	Audited financial statements, 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			
12	earlier than two (2) years from the date of bid submission; Duly signed Computation of Net Financial Contracting Capacity (NFCC) which shall			
LZ.	be at least equal to the ABC to be bid.			
C	lass "B" Documents			
13.	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			

NUMBER OF COPIES OF THE ELIGIBILITY AND TECHNICAL COMPONENT DOCUMENTS IN SEPARATE ENVELOPES

One (1) original copy Two (2) additional copies

11.	FINAN	ΙCΙΔΙ	COMPO	NFNT	ENVELOPE	

_		
14. Original duly signed and accomplished Financial Bid Form;		
15. Original duly signed and accomplished Price Schedule(s).		

NUMBER OF COPIES OF THE FINANCIAL COMPONENT DOCUMENTS IN SEPARATE ENVELOPES

One (1) original copy

Two (2) additional copies

One (1) copy in flash drive

The softcopy of the Financial Component no. 16 shall be in Microsoft **EXCEL FILE** to facilitate bid evaluation.

The Bidder is responsible to double check the full description of above requirements in the bidding documents issued by the Procuring Entity.

The bidders are required to provide a Table of Contents and corresponding tab/label for each submitted technical and financial components to help ensure completeness of submission by the bidders and facilitate examination by the BAC.

The Procuring entity shall not assume any responsibility regarding erroneous interpretations or conclusions by the prospective or eligible bidder out of the data furnished by the procuring entity.

DR. MEILROSE B. PERALTABAC Chair