


Procurement of Voyage
Chartering Services to
Transfer Rice Stocks from
Zamboanga City
to Basilan, Jolo, Sulu and
Tawi-Tawi

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Section I. Invitation to Bid


 Republic of the Philippines
NATIONAL FOOD AUTHORITY
Region IX
San Roque, Zamboanga City

**INVITATION TO BID FOR THE
 PROCUREMENT OF VOYAGE CHARTERING SERVICES TO TRANSFER RICE
 STOCKS FROM ZAMBOANGA CITY TO BASILAN, JOLO,SULU AND TAWI-
 TAWI**

The NATIONAL FOOD AUTHORITY Region IX through its Corporate Operating Budget intends to apply the sum of One Million Four Hundred Forty Thousand Pesos (Php1,440,000.00) for Lot 1 , One Million Four Hundred Forty Thousand Pesos (Php1,440,000.00) for Lot 2 and Eight Hundred Eighty Thousand Pesos (Php1,920,000.00) for Lot 3 Inclusive of VAT being the approved budget for the contract for the procurement of Voyage Chartering Services to Transfer Rice Stocks from Zamboanga City to Basilan, Jolo,Sulu and Tawi-Tawi:

LOT No.	Source	Point of Destination	Volume (bags of 50kg)	Approved Budget for the Contract (Php)		Bidding Fee (Php)
				Rate per Bag	Total	
1	Zamboanga City	Basilan	48,000	30.00	1,440,000.00	2,000.00
2	Zamboanga City	Jolo, Sulu	32,000	45.00	1,440,000.00	2,000.00
3	Zamboanga City	Tawi-Tawi	32,000	60.00	1,920,000.00	2,000.00

The National Food Authority Region-IX, Zamboanga City, now invites bids from all interested operators of vessels whether owned or under lease agreement to apply for eligibility and to bid for the supply of the above-mentioned voyage chartering services. Bids received in excess of the ABC shall automatically be rejected at bid opening.

Bidding will be conducted through open competitive bidding procedure using the non-discretionary “pass/fail” criteria as specified in the Implementing Rules and Regulations (IRR) of Republic Act 9184 (R.A. 9184) otherwise known as the “Government Procurement Reform Act” and is restricted unless otherwise stated, to Filipino citizens/sole proprietorships, organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines. All particulars relative to eligibility requirements, bid bond, performance bond, pre-bid conference, bid evaluation and award of contract shall be governed by the provisions of R.A. 9184 and other applicable rules and regulations.

Bidders must at least have three (3) years experience in grains (in bags) Cargo Handling/unloading. Bidders must also have a Largest Single Contract completed

which is similar in nature and complexity to the contract to be bid as defined in the experience required, the value of which must be at least 50% of the ABC

The complete Bidding Documents may be downloaded by the prospective bidder at the NFA or PhilGEPS website or may be also be secured from the BAC Secretariat upon payment of the corresponding bidding fee. Only the bidders who paid the required bidding fee will be allowed to participate in the bidding.

The schedule of bidding activities, which will be held at the NFA Regional Office IX, San Roque, Zamboanga City are as follows:

ACTIVITIES	SCHEDULE DATE/TIME
1. Publication of Invitation to Bid	February 01, 2017
2. Issuance of Bid Documents	February 01 to February 20, 2017 8:00 A.M. – 5:00 P.M. (Except Saturdays, Sundays and Holidays) And February 21, 2017 8:00 A.M. – 10:00 A.M.
3. Pre-Bid Conference	February 08, 2017 10:00 A.M.
4. Deadline for Submission of Eligibility and Bid Envelopes	February 21, 2017 10:00 AM
5. Opening of Eligibility and Bid Envelopes	February 21, 2017 @ 10:01 AM

All bids must be accompanied by a Bid Security in the form and amount indicated in the Bid Documents. Late bids shall not be accepted. Bids will be opened in the presence of the bidder or his/her duly authorized representative at the address indicated above.

For clarification, inquiries and additional information/details, the Region-IX BAC may be contacted through telephone number **062-991-1828**, fax number **062-991-1339** and this address:

THE NFA REGION-IX BAC
National Food Authority
Region IX
San Roque, Zamboanga City

The National Food Authority (NFA) reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.

GAUDENCIO S. NUEGA, JR.
Assistant Regional Director and
Chairperson, BAC

Section II. Instructions to Bidders

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General

1. Scope of Bid

- 1.1. The procuring entity named in the **BDS** (hereinafter referred to as the “Procuring Entity”) wishes to receive bids for supply and delivery of the goods as described in Section VII. Technical Specifications (hereinafter referred to as the “Goods”).
- 1.2. The name, identification, and number of lots specific to this bidding are provided in the **BDS**. The contracting strategy and basis of evaluation of lots is described in ITB Clause 28.

2. Source of Funds

The Procuring Entity has a budget or has applied for or received funds from the Funding Source named in the **BDS**, and in the amount indicated in the **BDS**. It intends to apply part of the funds received for the Project, as defined in the **BDS**, to cover eligible payments under the contract.

3. Corrupt, Fraudulent, Collusive, and Coercive Practices

- 3.1. Unless otherwise specified in the **BDS**, 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. In pursuance of this policy, the Procuring Entity:
 - (a) defines, for purposes of this provision, the terms set forth below as follows:
 - (i) “corrupt practice” means behavior on the part of officials in the public or private sectors by which they improperly and unlawfully enrich themselves, others, or induce others to do so, by misusing the position in which they are placed, and includes the offering, giving, receiving, or soliciting of anything of value to influence the action of any such official in the procurement process or in contract execution; entering, on behalf of the government, into any contract or transaction manifestly and grossly disadvantageous to the same, whether or not the public officer profited or will profit thereby, and similar acts as provided in RA 3019.
 - (ii) “fraudulent practice” means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Procuring Entity, and includes collusive practices among Bidders (prior to or after bid submission) designed to establish bid prices at artificial, non-competitive levels and to deprive the Procuring Entity of the benefits of free and open competition.

- (iii) “collusive practices” means a scheme or arrangement between two or more Bidders, with or without the knowledge of the Procuring Entity, designed to establish bid prices at artificial, non-competitive levels.
- (iv) “coercive practices” means harming or threatening to harm, directly or indirectly, persons, or their property to influence their participation in a procurement process, or affect the execution of a contract;
- (v) “obstructive practice” is
 - (aa) deliberately destroying, falsifying, altering or concealing of evidence material to an administrative proceedings or investigation or making false statements to investigators in order to materially impede an administrative proceedings or investigation of the Procuring Entity or any foreign government/foreign or international financing institution into allegations of a corrupt, fraudulent, coercive or collusive practice; and/or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the administrative proceedings or investigation or from pursuing such proceedings or investigation; or
 - (bb) acts intended to materially impede the exercise of the inspection and audit rights of the Procuring Entity or any foreign government/foreign or international financing institution herein.
- (b) will reject a proposal for award if it determines that the Bidder recommended for award has engaged in any of the practices mentioned in this Clause for purposes of competing for the contract.
- 3.2. Further, the Procuring Entity will seek to impose the maximum civil, administrative, and/or criminal penalties available under applicable laws on individuals and organizations deemed to be involved in any of the practices mentioned in ITB Clause 3.1(a).
- 3.3. Furthermore, the Funding Source and the Procuring Entity reserve the right to inspect and audit records and accounts of a bidder or supplier in the bidding for and performance of a contract themselves or through independent auditors as reflected in the GCC Clause 3.

4. Conflict of Interest

- 4.1. All Bidders found to have conflicting interests shall be disqualified to participate in the procurement at hand, without prejudice to the imposition of appropriate administrative, civil, and criminal sanctions. A Bidder may be considered to have conflicting interests with another

Bidder in any of the events described in paragraphs (a) through (c) below and a general conflict of interest in any of the circumstances set out in paragraphs (d) through (j) below:

- (a) A Bidder has controlling shareholders in common with another Bidder;
- (b) A Bidder receives or has received any direct or indirect subsidy from any other Bidder;
- (c) A Bidder has the same legal representative as that of another Bidder for purposes of this bid;
- (d) A Bidder has a relationship, directly or through third parties, that puts them in a position to have access to information about or influence on the bid of another Bidder or influence the decisions of the Procuring Entity regarding this bidding process. This will include a firm or an organization who lends, or temporarily seconds, its personnel to firms or organizations which are engaged in consulting services for the preparation related to procurement for or implementation of the project if the personnel would be involved in any capacity on the same project;
- (e) A Bidder submits more than one bid in this bidding process. However, this does not limit the participation of subcontractors in more than one bid; or
- (f) A Bidder who participated as a consultant in the preparation of the design or technical specifications of the Goods and related services that are the subject of the bid.
- (g) A bidder who lends, or temporarily seconds, its personnel to firms or organizations which are engaged in consulting services for the preparation related to procurement for or implementation of the project, if the personnel would be involved in any capacity on the same project;
- (h) If a consultant combines the function of consulting with those of contracting and/or supply of equipment;
- (i) If a consultant is associated with, affiliated to, or owned by a contractor or a manufacturing firm with departments or design offices offering services as consultants unless such consultant includes relevant information on such relationships along with a statement in the technical proposal cover letter to the effect that the consultant shall limit its role to that of a consultant and disqualify itself and its associates from work in any other capacity that may emerge from the project (including bidding for any part of the future project). The contract with the consultant selected to undertake the project shall contain an appropriate provision to such effect; or
- (j) If there is a conflict among consulting projects, the consultant (including its personnel and subcontractors) and any subsidiaries or

entities controlled by such consultant shall not be recruited for the relevant project. The duties of the consultant depend on the circumstances of each case. While continuity of consulting services may be appropriate in particular situations where no conflict exists, a consultant cannot be recruited to carry out a project that, by its nature, shall result in conflict with a prior or current project of such consultant. Examples of the situations mentioned are when a consultant engaged to prepare engineering design for an infrastructure project shall not be recruited to prepare an independent environmental assessment for the same project; similarly, a consultant assisting a Procuring Entity in privatization of public assets shall not purchase, nor advise purchasers, of such assets; or a consultant hired to prepare terms of reference for a project shall not be recruited for the project in question.

- 4.2. In accordance with Section 47 of the IRR of RA 9184, all Bidding Documents shall be accompanied by a sworn affidavit of the Bidder that it is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), members of the Technical Working Group (TWG), members of the BAC Secretariat, the head of the Project Management Office (PMO) or the end-user or **implementing unit**, and the project consultants, by consanguinity or affinity up to the third civil degree. On the part of the Bidder, this Clause shall apply to the following persons:
- (a) If the Bidder is an individual or a sole proprietorship, to the Bidder himself;
 - (b) If the Bidder is a partnership, to all its officers and members;
 - (c) If the Bidder is a corporation, to all its officers, directors, and controlling stockholders;
 - (d) **If the bidder is a cooperative, to all its officers, directors, and controlling shareholders or members; and**
 - (e) If the Bidder is a joint venture (JV), the provisions of items (a), (b), (c), or (d) of this Clause shall correspondingly apply to each of the members of the said JV, as may be appropriate.

Relationship of the nature described above or failure to comply with this Clause will result in the automatic disqualification of a Bidder.

5. Eligible Bidders

- 5.1. Unless otherwise provided in the **BDS**, the following persons shall be eligible to participate in this bidding:
- (a) Duly licensed Filipino citizens/sole proprietorships;

- (b) Partnerships duly organized under the laws of the Philippines and of which at least sixty percent (60%) of the interest belongs to citizens of the Philippines;
 - (c) Corporations duly organized under the laws of the Philippines, and of which at least sixty percent (60%) of the outstanding capital stock belongs to citizens of the Philippines;
 - (d) Cooperatives duly organized under the laws of the Philippines; and
 - (e) Unless otherwise provided in the **BDS**, persons/entities forming themselves into a JV, *i.e.*, a group of two (2) or more persons/entities that intend to be jointly and severally responsible or liable for a particular contract: Provided, however, that Filipino ownership or interest of the joint venture concerned shall be at least sixty percent (60%).
- 5.2. Foreign bidders may be eligible to participate when any of the following circumstances exist, as specified in the **BDS**:
- (a) When a Treaty or International or Executive Agreement as provided in Section 4 of the RA 9184 and its 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. Government corporate entities may be eligible to participate only if they can establish that they (a) are legally and financially autonomous, (b) operate under commercial law, and (c) are not dependent agencies of the GOP or the Procuring Entity.
- 5.4. Unless otherwise provided in the **BDS**, the Bidder must have completed at least one contract similar to the Project the value of which, adjusted to current prices using the Philippine Statistics Authority (PSA) consumer price index, must be at least equivalent to a percentage of the ABC stated in the **BDS**.

For this purpose, contracts similar to the Project shall be those described in the **BDS**, and completed within the relevant period stated in the Invitation to Bid and **ITB** Clause 12.1(a)(ii).

- 5.5. The Bidder must submit a computation of its Net Financial Contracting Capacity (NFCC) which must be at least equal to the ABC to be bid, calculated as follows:

NFCC = [(Current assets minus current liabilities) (K)] minus the value of all outstanding or uncompleted portions of the projects under ongoing contracts, including awarded contracts yet to be started coinciding with the contract for this Project.

Where:

K = 10 for a contract duration of one year or less, 15 for a contract duration of more than one year up to two years, and 20 for a contract duration of more than two years.

The values of the bidder's current assets and current liabilities shall be based on the data submitted to the BIR, through its Electronic Filing and Payment System (EFPS).

6. Bidder's Responsibilities

- 6.1. The Bidder or its duly authorized representative shall submit a sworn statement in the form prescribed in Section VIII. Bidding Forms as required in **ITB** Clause 12.1(b)(iii).
- 6.2. The Bidder is responsible for the following:
- (a) Having taken steps to carefully examine all of the Bidding Documents;
 - (b) Having acknowledged all conditions, local or otherwise, affecting the implementation of the contract;
 - (c) Having made an estimate of the facilities available and needed for the contract to be bid, if any;
 - (d) Having complied with its responsibility to inquire or secure Supplemental/Bid Bulletin(s) as provided under **ITB** Clause 10.3.
 - (e) Ensuring that it is not "blacklisted" or barred from bidding by the GOP or any of its agencies, offices, corporations, or LGUs, including foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the GPPB;
 - (f) Ensuring that each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

- (g) Authorizing the Head of the Procuring Entity or its duly authorized representative/s to verify all the documents submitted;
- (h) Ensuring that the signatory is the duly authorized representative of the Bidder, and granted full power and authority to do, execute and perform any and all acts necessary and/or to represent the Bidder in the bidding, with the duly notarized Secretary's Certificate attesting to such fact, if the Bidder is a corporation, partnership, cooperative, or joint venture;
- (i) Complying with the disclosure provision under Section 47 of RA 9184 in relation to other provisions of RA 3019; and
- (j) Complying with existing labor laws and standards, in the case of procurement of services.

Failure to observe any of the above responsibilities shall be at the risk of the Bidder concerned.

- 6.3. The Bidder is expected to examine all instructions, forms, terms, and specifications in the Bidding Documents.
- 6.4. It shall be the sole responsibility of the Bidder to determine and to satisfy itself by such means as it considers necessary or desirable as to all matters pertaining to the contract to be bid, including: (a) the location and the nature of this Project; (b) climatic conditions; (c) transportation facilities; and (d) other factors that may affect the cost, duration, and execution or implementation of this Project.
- 6.5. 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.
- 6.6. The Bidder shall bear all costs associated with the preparation and submission of his bid, and the Procuring Entity will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.
- 6.7. Before submitting their bids, the Bidder is deemed to have become familiar with all existing laws, decrees, ordinances, acts and regulations of the Philippines which may affect this Project in any way.
- 6.8. The Bidder should note that the Procuring Entity will accept bids only from those that have paid the nonrefundable fee for the Bidding Documents at the office indicated in the Invitation to Bid.

7. Origin of Goods

Unless otherwise indicated in the **BDS**, there is no restriction on the origin of goods other than those prohibited by a decision of the United Nations Security Council taken under Chapter VII of the Charter of the United Nations, subject to **ITB** Clause 27.1.

8. Subcontracts

- 8.1. Unless otherwise specified in the **BDS**, the Bidder may subcontract portions of the Goods to an extent as may be approved by the Procuring Entity and stated in the **BDS**. However, subcontracting of any portion shall not relieve the Bidder from any liability or obligation that may arise from the contract for this Project.
- 8.2. Subcontractors must comply with the eligibility criteria and the documentary requirements specified in the **BDS**. In the event that any subcontractor is found by the Procuring Entity to be ineligible, the subcontracting of such portion of the Goods shall be disallowed.
- 8.3. The Bidder may identify the subcontractor to whom a portion of the Goods will be subcontracted at any stage of the bidding process or during contract implementation. If the Bidder opts to disclose the name of the subcontractor during bid submission, the Bidder shall include the required documents as part of the technical component of its bid.

Contents of Bidding Documents

9. Pre-Bid Conference

- 9.1. (a) If so specified in the **BDS**, a pre-bid conference shall be held at the venue and on the date indicated therein, to clarify and address the Bidders' questions on the technical and financial components of this Project.

*(b) The pre-bid conference shall be held at least twelve (12) calendar days before the deadline for the submission and receipt of bids, but not earlier than seven (7) calendar days from the PhilGEPS posting of the Invitation to Bid or Bidding documents and in the case of Consulting Services, from the determination of the shortlisted consultants. If the Procuring Entity determines that, by reason of the method, nature, or complexity of the contract to be bid, or when international participation will be more advantageous to the GOP, a longer period for the preparation of bids is necessary, the pre-bid conference shall be held at least thirty (30) calendar days before the deadline for the submission and receipt of bids, as specified in the **BDS**.*
- 9.2. Bidders are encouraged to attend the pre-bid conference to ensure that they fully understand the Procuring Entity's requirements. Non-attendance of the Bidder will in no way prejudice its bid; however, the Bidder is expected to know the changes and/or amendments to the Bidding Documents discussed during the pre-bid conference.
- 9.3. Any statement made at the pre-bid conference shall not modify the terms of the Bidding Documents unless such statement is specifically identified in writing as an amendment thereto and issued as a Supplemental/Bid Bulletin.

10. Clarification and Amendment of Bidding Documents

- 10.1. Bidders who have purchased the Bidding Documents may request for clarification on any part of the Bidding Documents for an interpretation. Such request must be in writing and submitted to the Procuring Entity at the address indicated in the **BDS** at least ten (10) calendar days before the deadline set for the submission and receipt of bids.
- 10.2. **For purposes of clarifying or modifying any provision of the Bidding Documents**, Supplemental/Bid Bulletins may be issued upon the Procuring Entity's initiative at least seven (7) calendar days before the deadline for the submission and receipt of bids. Any modification to the Bidding Documents shall be identified as an amendment.
- 10.3. Any Supplemental/Bid Bulletin issued by the BAC shall also be posted on the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Procuring Entity concerned, if available and **at any conspicuous place within the premises of the Procuring Entity**. It shall be the responsibility of all those who secured the Bidding Documents to inquire and secure Supplemental/Bid Bulletins that may be issued by the BAC. However, Bidders who have submitted bids before the issuance of the Supplemental/Bid Bulletin must be informed and allowed to modify or withdraw their bids in accordance with **ITB** Clause 23.

Preparation of Bids

11. Language of Bid

The bid, as well as all correspondence and documents relating to the bid exchanged by the Bidder and the Procuring Entity, shall be written in English. Supporting documents and printed literature furnished by the Bidder may be in another language provided they are accompanied by an accurate translation in English certified by the appropriate embassy or consulate in the Philippines, in which case the English translation shall govern for purposes of interpretation of the bid.

12. Documents Comprising the Bid: Eligibility and Technical Components

12.1. Unless otherwise indicated in the **BDS**, the first envelope shall contain the following eligibility and technical documents:

- (a) Eligibility Documents –

Class “A” Documents:

- (i) **PhilGEPS Certificate of Registration and membership in accordance with Section 8.5.2 of the 2016 IRR, except for**

foreign bidders participating in the procurement by a Philippine Foreign Service Office or Post, which shall submit their eligibility documents under Section 23.1 of the 2016 IRR: Provided, That the winning bidder shall register with the PhilGEPS in accordance with Section 37.1.4 of the 2016 IRR;

- (ii) 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;
- (iii) Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Section 23.4.1.3 and 23.4.2.4 of the 2016 IRR, within the relevant period as provided in the Bidding Documents/BDS in the case of Goods;

All of the above statements shall include all information required in the PBDs prescribed by the GPPB.

- (iv) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC). However, in the case of procurement of Goods, a bidder may submit a committed Line of Credit from a Universal or Commercial Bank, in lieu of its NFCC computation;

Class "B" Document:

- (v) If applicable, the 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.

(b) Technical Documents –

- (i) Bid security in accordance with **ITB** Clause 18. If the Bidder opts to submit the bid security in the form of:
 - (i.1) a bank draft/guarantee or an irrevocable letter of credit issued by a foreign bank, it shall be accompanied by a confirmation from a Universal or Commercial Bank; or
 - (i.2) a surety bond, it shall be accompanied by a certification by the Insurance Commission that the surety or insurance company is authorized to issue such instruments;
- (ii) Conformity with technical specifications, as enumerated and specified in Sections VI and VII of the Bidding Documents; and

- (iii) Sworn statement in accordance with **Section 25.3 of the 2016 IRR of RA 9184** and using the form prescribed in Section VIII. Bidding Forms.

13. Documents Comprising the Bid: Financial Component

- 13.1. Unless otherwise stated in the **BDS**, the financial component of the bid shall contain the following:
 - (a) Financial Bid Form, which includes bid prices and the bill of quantities and the applicable Price Schedules, in accordance with **ITB** Clauses 15.1 and 15.4;
 - (b) If the Bidder claims preference as a Domestic Bidder or Domestic Entity, a certification from the DTI issued in accordance with **ITB** Clause 27, unless otherwise provided in the **BDS**; and
 - (c) Any other document related to the financial component of the bid as stated in the **BDS**.
- 13.2.
 - (a) Unless otherwise stated in the **BDS**, all bids that exceed the ABC shall not be accepted.
 - (b) Unless otherwise indicated in the **BDS**, for foreign-funded procurement, a ceiling may be applied to bid prices provided the following conditions are met:
 - (i) Bidding Documents are obtainable free of charge on a freely accessible website. If payment of Bidding Documents is required by the procuring entity, payment could be made upon the submission of bids.
 - (ii) The procuring entity has procedures in place to ensure that the ABC is based on recent estimates made by the responsible unit of the procuring entity and that the estimates reflect the quality, supervision and risk and inflationary factors, as well as prevailing market prices, associated with the types of works or goods to be procured.
 - (iii) The procuring entity has trained cost estimators on estimating prices and analyzing bid variances.
 - (iv) The procuring entity has established a system to monitor and report bid prices relative to ABC and engineer's/procuring entity's estimate.
 - (v) The procuring entity has established a system to monitor and report bid prices relative to ABC and procuring entity's estimate. The procuring entity has established a monitoring and evaluation system for contract implementation to provide a feedback on actual total costs of goods and works.

14. Alternative Bids

Alternative Bids shall be rejected. For this purpose, alternative bid is an offer made by a Bidder in addition or as a substitute to its original bid which may be included as part of its original bid or submitted separately therewith for purposes of bidding. A bid with options is considered an alternative bid regardless of whether said bid proposal is contained in a single envelope or submitted in two (2) or more separate bid envelopes.

15. Bid Prices

- 15.1. The Bidder shall complete the appropriate Price Schedules included herein, stating the unit prices, total price per item, the total amount and the expected countries of origin of the Goods to be supplied under this Project.
- 15.2. The Bidder shall fill in rates and prices for all items of the Goods described in the Bill of Quantities. Bids not addressing or providing all of the required items in the Bidding Documents including, where applicable, Bill of Quantities, shall be considered non-responsive and, thus, automatically disqualified. In this regard, where a required item is provided, but no price is indicated, the same shall be considered as non-responsive, but specifying a "0" (zero) for the said item would mean that it is being offered for free to the Government.
- 15.3. The terms Ex Works (EXW), Cost, Insurance and Freight (CIF), Cost and Insurance Paid to (CIP), Delivered Duty Paid (DDP), and other trade terms used to describe the obligations of the parties, shall be governed by the rules prescribed in the current edition of the International Commercial Terms (INCOTERMS) published by the International Chamber of Commerce, Paris.
- 15.4. 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), including all customs duties and sales and other taxes already paid or payable:
 - (i.1) on the components and raw material used in the manufacture or assembly of Goods quoted ex works or ex factory; or
 - (i.2) on the previously imported Goods of foreign origin quoted ex warehouse, ex showroom, or off-the-shelf and any Procuring Entity country sales and other taxes which will be payable on the Goods if the contract is awarded.

- (ii) The price for inland transportation, insurance, and other local costs incidental to delivery of the Goods to their final destination.
 - (iii) 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 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, listed in the **BDS**.
- 15.5. Prices quoted by the Bidder shall be fixed during the Bidder's performance of the contract and not subject to variation or price escalation on any account. A bid submitted with an adjustable price quotation shall be treated as non-responsive and shall be rejected, pursuant to **ITB** Clause 24.

All bid prices shall be considered as fixed prices, and therefore not subject to price escalation during contract implementation, except under extraordinary circumstances. Extraordinary circumstances refer to events that may be determined by the National Economic and Development Authority in accordance with the Civil Code of the Philippines, and upon the recommendation of the Procuring Entity. Nevertheless, in cases where the cost of the awarded contract is affected by any applicable new laws, ordinances, regulations, or other acts of the GOP, promulgated after the date of bid opening, a contract price adjustment shall be made or appropriate relief shall be applied on a no loss-no gain basis.

16. Bid Currencies

- 16.1. Prices shall be quoted in the following currencies:
- (a) For Goods that the Bidder will supply from within the Philippines, the prices shall be quoted in Philippine Pesos.
 - (b) For Goods that the Bidder will supply from outside the Philippines, the prices may be quoted in the currency(ies) stated in the **BDS**. 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.

- 16.2. If so allowed in accordance with **ITB** Clause 16.1, the Procuring Entity for purposes of bid evaluation and comparing the bid prices will convert the amounts in various currencies in which the bid price is expressed to Philippine Pesos at the foregoing exchange rates.
- 16.3. Unless otherwise specified in the BDS, payment of the contract price shall be made in Philippine Pesos.

17. Bid Validity

- 17.1. Bids shall remain valid for the period specified in the **BDS** which shall not exceed one hundred twenty (120) calendar days from the date of the opening of bids.
- 17.2. In exceptional circumstances, prior to the expiration of the Bid validity period, the Procuring Entity may request Bidders to extend the period of validity of their bids. The request and the responses shall be made in writing. The bid security described in **ITB** Clause 18 should also be extended corresponding to the extension of the bid validity period at the least. A Bidder may refuse the request without forfeiting its bid security, but his bid shall no longer be considered for further evaluation and award. A Bidder granting the request shall not be required or permitted to modify its bid.

18. Bid Security

- 18.1. The bid security in the amount stated in the **BDS** shall be Not less than the required percentage of the ABC in accordance with the following schedule:

Form of Bid Security	Amount of Bid Security (Not less than the required Percentage of the ABC)
(a) Cash or cashier's/manager's check issued by a Universal or Commercial Bank.	Two percent (2%)
(b) Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank.	
(c) Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as	Five percent (5%)

authorized to issue such security.	
(d) Bid Securing Declaration	No Percentage Required

For biddings conducted by LGUs, the Bidder may also submit bid securities in the form of cashier's/manager's check, bank draft/guarantee, or irrevocable letter of credit from other banks certified by the BSP as authorized to issue such financial statement.

The Bid Securing Declaration mentioned above is an undertaking which states, among others, that the bidder shall enter into contract with the procuring entity and furnish the performance security required under **ITB Clause 33.2**, from receipt of the Notice of Award, and committing to pay the corresponding fine, and be suspended for a period of time from being qualified to participate in any government procurement activity in the event it violates any of the conditions stated therein as provided in the guidelines issued by the GPPB.

- 18.2. The bid security should be valid for the period specified in the **BDS**. Any bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.
- 18.3. No bid securities shall be returned to bidders after the opening of bids and before contract signing, except to those that failed or declared as post-disqualified, upon submission of a written waiver of their right to file a motion for reconsideration and/or protest. Without prejudice on its forfeiture, bid securities shall be returned only after the bidder with the Lowest Calculated and Responsive Bid has signed the contract and furnished the performance security, but in no case later than the expiration of the bid security validity period indicated in **ITB Clause 18.1**.
- 18.4. Upon signing and execution of the contract pursuant to **ITB Clause 32**, and the posting of the performance security pursuant to **ITB Clause 33**, the successful Bidder's bid security will be discharged, but in no case later than the bid security validity period as indicated in the **ITB Clause 18.1**.
- 18.5. The bid security may be forfeited:
 - (a) if a Bidder:
 - (i) withdraws its bid during the period of bid validity specified in **ITB Clause 17**;
 - (ii) does not accept the correction of errors pursuant to **ITB Clause 28.3(b)**;
 - (iii) fails to submit the requirements within the prescribed period or a finding against their veracity as stated in **ITB Clause 29.2**;

- (iv) submission of eligibility requirements containing false information or falsified documents;
 - (v) submission of bids that contain false information or falsified documents, or the concealment of such information in the bids in order to influence the outcome of eligibility screening or any other stage of the public bidding;
 - (vi) allowing the use of one's name, or using the name of another for purposes of public bidding;
 - (vii) withdrawal of a bid, or refusal to accept an award, or enter into contract with the Government without justifiable cause, after the Bidder had been adjudged as having submitted the Lowest Calculated and Responsive Bid;
 - (viii) refusal or failure to post the required performance security within the prescribed time;
 - (ix) refusal to clarify or validate in writing its bid during post-qualification within a period of seven (7) calendar days from receipt of the request for clarification;
 - (x) any documented attempt by a bidder to unduly influence the outcome of the bidding in his favor;
 - (xi) failure of the potential joint venture partners to enter into the joint venture after the bid is declared successful; or
 - (xii) all other acts that tend to defeat the purpose of the competitive bidding, such as habitually withdrawing from bidding, submitting late Bids or patently insufficient bid, for at least three (3) times within a year, except for valid reasons.
- (b) if the successful Bidder:
- (i) fails to sign the contract in accordance with **ITB** Clause 32; or
 - (ii) fails to furnish performance security in accordance with **ITB** Clause 33.

19. Format and Signing of Bids

- 19.1. Bidders shall submit their bids through their duly authorized representative using the appropriate forms provided in Section VIII. Bidding Forms on or before the deadline specified in the **ITB** Clauses 21 in two (2) separate sealed bid envelopes, and which shall be submitted simultaneously. The first shall contain the technical component of the bid, including the eligibility requirements under **ITB** Clause 12.1, and the second shall contain the financial component of the bid.

- 19.2. Forms as mentioned in **ITB** Clause 19.1 must be completed without any alterations to their format, and no substitute form shall be accepted. All blank spaces shall be filled in with the information requested.
- 19.3. The Bidder shall prepare and submit an original of the first and second envelopes as described in **ITB** Clauses 12 and 13. In the event of any discrepancy between the original and the copies, the original shall prevail.
- 19.4. The bid, except for unamended printed literature, shall be signed, and each and every page thereof shall be initialed, by the duly authorized representative/s of the Bidder.
- 19.5. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the duly authorized representative/s of the Bidder.

20. Sealing and Marking of Bids

- 20.1. Bidders shall enclose their original eligibility and technical documents described in **ITB** Clause 12 in one sealed envelope marked “ORIGINAL - TECHNICAL COMPONENT”, and the original of their financial component in another sealed envelope marked “ORIGINAL - FINANCIAL COMPONENT”, sealing them all in an outer envelope marked “ORIGINAL BID”.
- 20.2. Each copy of the first and second envelopes shall be similarly sealed duly marking the inner envelopes as “COPY NO. ___ - TECHNICAL COMPONENT” and “COPY NO. ___ – FINANCIAL COMPONENT” and the outer envelope as “COPY NO. ___”, respectively. These envelopes containing the original and the copies shall then be enclosed in one single envelope.
- 20.3. The original and the number of copies of the Bid as indicated in the **BDS** shall be typed or written in indelible ink and shall be signed by the bidder or its duly authorized representative/s.
- 20.4. All envelopes shall:
 - (a) contain the name of the contract to be bid in capital letters;
 - (b) bear the name and address of the Bidder in capital letters;
 - (c) be addressed to the Procuring Entity’s BAC in accordance with **ITB** Clause 1.1;
 - (d) bear the specific identification of this bidding process indicated in the **ITB** Clause 1.2; and
 - (e) bear a warning “DO NOT OPEN BEFORE...” the date and time for the opening of bids, in accordance with **ITB** Clause 21.

- 20.5. If bids are not sealed and marked as required, the Procuring Entity will assume no responsibility for the misplacement or premature opening of the bid.

Submission and Opening of Bids

21. Deadline for Submission of Bids

Bids must be received by the Procuring Entity's BAC at the address and on or before the date and time indicated in the **BDS**.

22. Late Bids

Any bid submitted after the deadline for submission and receipt of bids prescribed by the Procuring Entity, pursuant to **ITB** Clause 21, shall be declared "Late" and shall not be accepted by the Procuring Entity.

23. Modification and Withdrawal of Bids

- 23.1. The Bidder may modify its bid after it has been submitted; provided that the modification is received by the Procuring Entity prior to the deadline prescribed for submission and receipt of bids. The Bidder shall not be allowed to retrieve its original bid, but shall be allowed to submit another bid equally sealed, properly identified, linked to its original bid marked as "TECHNICAL MODIFICATION" or "FINANCIAL MODIFICATION" and stamped "received" by the BAC. Bid modifications received after the applicable deadline shall not be considered and shall be returned to the Bidder unopened.
- 23.2. A Bidder may, through a Letter of Withdrawal, withdraw its bid after it has been submitted, for valid and justifiable reason; provided that the Letter of Withdrawal is received by the Procuring Entity prior to the deadline prescribed for submission and receipt of bids.
- 23.3. Bids requested to be withdrawn in accordance with **ITB** Clause 23.1 shall be returned unopened to the Bidders. A Bidder may also express its intention not to participate in the bidding through a letter which should reach and be stamped by the BAC before the deadline for submission and receipt of bids. A Bidder that withdraws its bid shall not be permitted to submit another bid, directly or indirectly, for the same contract.
- 23.4. No bid may be modified after the deadline for submission of bids. No bid may be withdrawn in the interval between the deadline for submission of bids and the expiration of the period of bid validity specified by the Bidder on the Financial Bid Form. Withdrawal of a bid during this interval shall result in the forfeiture of the Bidder's bid security, pursuant to **ITB** Clause 18.5, and the imposition of administrative, civil and criminal sanctions as prescribed by RA 9184 and its IRR.

24. Opening and Preliminary Examination of Bids

- 24.1. The BAC shall open the first bid envelopes of Bidders in public as specified in the **BDS** to determine each Bidder's compliance with the documents prescribed in **ITB** Clause 12. For this purpose, the BAC shall check the submitted documents of each bidder against a checklist of required documents to ascertain if they are all present, using a non-discretionary "pass/fail" criterion. If a bidder submits the required document, it shall be rated "passed" for that particular requirement. In this regard, bids that fail to include any requirement or are incomplete or patently insufficient shall be considered as "failed". Otherwise, the BAC shall rate the said first bid envelope as "passed".
- 24.2. Unless otherwise specified in the BDS, immediately after determining compliance with the requirements in the first envelope, the BAC shall forthwith open the second bid envelope of each remaining eligible bidder whose first bid envelope was rated "passed". The second envelope of each complying bidder shall be opened within the same day. In case one or more of the requirements in the second envelope of a particular bid is missing, incomplete or patently insufficient, and/or if the submitted total bid price exceeds the ABC unless otherwise provided in **ITB** Clause 13.2, the BAC shall rate the bid concerned as "failed". Only bids that are determined to contain all the bid requirements for both components shall be rated "passed" and shall immediately be considered for evaluation and comparison.
- 24.3. Letters of withdrawal shall be read out and recorded during bid opening, and the envelope containing the corresponding withdrawn bid shall be returned to the Bidder unopened. If the withdrawing Bidder's representative is in attendance, the original bid and all copies thereof shall be returned to the representative during the bid opening. If the representative is not in attendance, the bid shall be returned unopened by registered mail. The Bidder may withdraw its bid prior to the deadline for the submission and receipt of bids, provided that the corresponding Letter of Withdrawal contains a valid authorization requesting for such withdrawal, subject to appropriate administrative sanctions.
- 24.4. If a Bidder has previously secured a certification from the Procuring Entity to the effect that it has previously submitted the above-enumerated Class "A" Documents, the said certification may be submitted in lieu of the requirements enumerated in **ITB** Clause 12.1(a), items (i) to (v).
- 24.5. In the case of an eligible foreign Bidder as described in **ITB** Clause 5, the Class "A" Documents described in **ITB** Clause 12.1(a) may be substituted with the appropriate equivalent documents, if any, issued by the country of the foreign Bidder concerned.
- 24.6. Each partner of a joint venture agreement shall likewise submit the requirements in **ITB** Clause 12.1(a)(i). **The submission of technical and**

financial eligibility documents by any of the joint venture partners constitutes compliance: *Provided*, that the partner responsible to submit the NFCC shall likewise submit the Statement of all of its ongoing contracts and Audited Financial Statements.

- 24.7. The Procuring Entity shall prepare the minutes of the proceedings of the bid opening that shall include, as a minimum: (a) names of Bidders, their bid price, bid security, findings of preliminary examination; and (b) attendance sheet. The BAC members shall sign the abstract of bids as read.

Evaluation and Comparison of Bids

25. Process to be Confidential

- 25.1. Members of the BAC, including its staff and personnel, as well as its Secretariat and TWG, are prohibited from making or accepting any kind of communication with any bidder regarding the evaluation of their bids until the issuance of the Notice of Award, unless otherwise allowed in the case of **ITB** Clause 26.
- 25.2. Any effort by a bidder to influence the Procuring Entity in the Procuring Entity's decision in respect of bid evaluation, bid comparison or contract award will result in the rejection of the Bidder's bid.

26. Clarification of Bids

To assist in the evaluation, comparison, and post-qualification of the bids, the Procuring Entity may ask in writing any Bidder for a clarification of its bid. All responses to requests for clarification shall be in writing. Any clarification submitted by a Bidder in respect to its bid and that is not in response to a request by the Procuring Entity shall not be considered.

27. Domestic Preference

- 27.1. Unless otherwise stated in the **BDS**, the Procuring Entity will grant a margin of preference for the purpose of comparison of bids in accordance with the following:
- (a) The preference shall be applied when the lowest Foreign Bid is lower than the lowest bid offered by a Domestic Bidder.
 - (b) For evaluation purposes, the lowest Foreign Bid shall be increased by fifteen percent (15%).
 - (c) In the event that the lowest bid offered by a Domestic Entity does not exceed the lowest Foreign Bid as increased, the Procuring Entity shall award the contract to the Domestic Bidder/Entity at the amount of the lowest Foreign Bid.

- (d) If the Domestic Entity/Bidder refuses to accept the award of contract at the amount of the Foreign Bid within two (2) calendar days from receipt of written advice from the BAC, the Procuring Entity shall award to the bidder offering the Foreign Bid.
 - (e) **The Award of contract shall be subject to post-qualification and submission of all the documentary requirements under these Bidding Documents.**
- 27.2. A Bidder may be granted preference as a Domestic Bidder subject to the certification from the DTI that the Bidder is offering unmanufactured articles, materials or supplies of the growth or production of the Philippines, or manufactured articles, materials, or supplies manufactured or to be manufactured in the Philippines substantially from articles, materials, or supplies of the growth, production, or manufacture, as the case may be, of the Philippines.

28. Detailed Evaluation and Comparison of Bids

- 28.1. The Procuring Entity will undertake the detailed evaluation and comparison of bids which have passed the opening and preliminary examination of bids, pursuant to **ITB** Clause 24, in order to determine the Lowest Calculated Bid.
- 28.2. The Lowest Calculated Bid shall be determined in two steps:
- (a) The detailed evaluation of the financial component of the bids, to establish the correct calculated prices of the bids; and
 - (b) The ranking of the total bid prices as so calculated from the lowest to the highest. The bid with the lowest price shall be identified as the Lowest Calculated Bid.
- 28.3. The Procuring Entity's BAC shall immediately conduct a detailed evaluation of all bids rated "passed," using non-discretionary pass/fail criteria. Unless otherwise specified in the **BDS**, the BAC shall consider the following in the evaluation of bids:
- (a) Completeness of the bid. Unless the ITB specifically allows partial bids, bids not addressing or providing all of the required items in the Schedule of Requirements including, where applicable, bill of quantities, shall be considered non-responsive and, thus, automatically disqualified. In this regard, where a required item is provided, but no price is indicated, the same shall be considered as non-responsive, but specifying a "0" (zero) for the said item would mean that it is being offered for free to the Procuring Entity; and
 - (b) Arithmetical corrections. Consider computational errors and omissions to enable proper comparison of all eligible bids. It may also consider

bid modifications, if allowed in the **BDS**. Any adjustment shall be calculated in monetary terms to determine the calculated prices.

- 28.4. Based on the detailed evaluation of bids, those that comply with the above-mentioned requirements shall be ranked in the ascending order of their total calculated bid prices, as evaluated and corrected for computational errors, discounts and other modifications, to identify the Lowest Calculated Bid. Total calculated bid prices, as evaluated and corrected for computational errors, discounts and other modifications, which exceed the ABC shall not be considered, unless otherwise indicated in the **BDS**.
- 28.5. The Procuring Entity's evaluation of bids shall only be based on the bid price quoted in the Financial Bid Form.
- 28.6. Bids shall be evaluated on an equal footing to ensure fair competition. For this purpose, all bidders shall be required to include in their bids the cost of all taxes, such as, but not limited to, value added tax (VAT), income tax, local taxes, and other fiscal levies and duties which shall be itemized in the bid form and reflected in the detailed estimates. Such bids, including said taxes, shall be the basis for bid evaluation and comparison.

29. Post-Qualification

- 29.1. The Procuring Entity shall determine to its satisfaction whether the Bidder that is evaluated as having submitted the Lowest Calculated Bid (LCB) complies with and is responsive to all the requirements and conditions specified in **ITB** Clauses 5, 12, and 13.
- 29.2. 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 LCB, the Bidder shall submit to the BAC: its latest income and business tax returns, and other appropriate licenses and permits required by law and stated in the Bidding Documents.

Failure of the Bidder declared as Lowest Calculated Bid to duly submit the requirements under this Clause or a finding against the **veracity thereof, shall disqualify the bidder for award: Provided, That in the event that a finding against the veracity of any of the documents submitted is made, it shall cause the forfeiture of the Bid Security in accordance with Section 69 of the 2016 IRR.**

- 29.3. The determination shall be based upon an examination of the documentary evidence of the Bidder's qualifications submitted pursuant to **ITB** Clauses 12 and 13, as well as other information as the Procuring Entity deems necessary and appropriate, using a non-discretionary "pass/fail" criterion.

- 29.4. If the BAC determines that the Bidder with the Lowest Calculated Bid passes all the criteria for post-qualification, it shall declare the said bid as the Lowest Calculated Responsive Bid, and recommend to the Head of the Procuring Entity the award of contract to the said Bidder at its submitted price or its calculated bid price, whichever is lower.
- 29.5. A negative determination shall result in rejection of the Bidder's Bid, in which event the Procuring Entity shall proceed to the next Lowest Calculated Bid to make a similar determination of that Bidder's capabilities to perform satisfactorily. If the second Bidder, however, fails the post qualification, the procedure for post qualification shall be repeated for the Bidder with the next Lowest Calculated Bid, and so on until the Lowest Calculated Responsive Bid is determined for contract award.
- 29.6. Within a period not exceeding seven (7) calendar days from the date of receipt of the recommendation of the BAC, the Head of the Procuring Entity shall approve or disapprove the said recommendation. In the case of GOCCs and GFIs, the period provided herein shall be fifteen (15) calendar days.

30. Reservation Clause

- 30.1. Notwithstanding the eligibility or post-qualification of a Bidder, the Procuring Entity concerned reserves the right to review its qualifications at any stage of the procurement process if it has reasonable grounds to believe that a misrepresentation has been made by the said Bidder, or that there has been a change in the Bidder's capability to undertake the project from the time it submitted its eligibility requirements. Should such review uncover any misrepresentation made in the eligibility and bidding requirements, statements or documents, or any changes in the situation of the Bidder which will affect its capability to undertake the project so that it fails the preset eligibility or bid evaluation criteria, the Procuring Entity shall consider the said Bidder as ineligible and shall disqualify it from submitting a bid or from obtaining an award or contract.
- 30.2. Based on the following grounds, the Procuring Entity reserves the right to reject any and all bids, declare a failure of bidding at any time prior to the contract award, or not to award the contract, without thereby incurring any liability, and make no assurance that a contract shall be entered into as a result of the bidding:
 - (a) If there is *prima facie* evidence of collusion between appropriate public officers or employees of the Procuring Entity, or between the BAC and any of the Bidders, or if the collusion is between or among the bidders themselves, or between a Bidder and a third party, including any act which restricts, suppresses or nullifies or tends to restrict, suppress or nullify competition;

- (b) If the Procuring Entity's BAC is found to have failed in following the prescribed bidding procedures; or
 - (c) For any justifiable and reasonable ground where the award of the contract will not redound to the benefit of the GOP as follows:
 - (i) If the physical and economic conditions have significantly changed so as to render the project no longer economically, financially or technically feasible as determined by the head of the procuring entity;
 - (ii) If the project is no longer necessary as determined by the head of the procuring entity; and
 - (iii) If the source of funds for the project has been withheld or reduced through no fault of the Procuring Entity.
- 30.3. In addition, the Procuring Entity may likewise declare a failure of bidding when:
- (a) No bids are received;
 - (b) All prospective Bidders are declared ineligible;
 - (c) All bids fail to comply with all the bid requirements or fail post-qualification; or
 - (d) The Bidder with the Lowest Calculated Responsive Bid (LCRB) refuses, without justifiable cause to accept the award of contract, and no award is made.

Award of Contract

31. Contract Award

- 31.1. Subject to **ITB** Clause 29, the Procuring Entity shall award the contract to the Bidder whose bid has been determined to be the LCRB.
- 31.2. Prior to the expiration of the period of bid validity, the Procuring Entity shall notify the successful Bidder in writing that its bid has been accepted, through a Notice of Award received personally or sent by registered mail or electronically, receipt of which must be confirmed in writing within two (2) days by the Bidder with the LCRB and submitted personally or sent by registered mail or electronically to the Procuring Entity.
- 31.3. Notwithstanding the issuance of the Notice of Award, award of contract shall be subject to the following conditions:

Submission of the following documents within ten (10) calendar days from Notice of Award:

- (a) valid JVA, if applicable;
 - (b) Posting of the performance security in accordance with **ITB** Clause 33;
 - (c) Signing of the contract as provided in **ITB** Clause 32; and
 - (d) Approval by higher authority, if required.
- 31.4. At the time of contract award, the Procuring Entity shall not increase or decrease the quantity of goods originally specified in Section VI. Schedule of Requirements.

32. Signing of the Contract

- 32.1. At the same time as the Procuring Entity notifies the successful Bidder that its bid has been accepted, the Procuring Entity shall send the Contract Form to the Bidder, which contract has been provided in the Bidding Documents, incorporating therein all agreements between the parties.
- 32.2. Within ten (10) calendar days from receipt of the Notice of Award, the successful Bidder shall post the required performance security and sign and date the contract and return it to the Procuring Entity.
- 32.3. The Procuring Entity shall enter into contract with the successful Bidder within the same ten (10) calendar day period provided that all the documentary requirements are complied with.
- 32.4. The following documents shall form part of the contract:
 - (a) Contract Agreement;
 - (b) Bidding Documents;
 - (c) Winning bidder's bid, including the Technical and Financial Proposals, and all other documents/statements submitted;
 - (d) Performance Security;
 - (e) Notice of Award of Contract; and
 - (f) Other contract documents that may be required by existing laws and/or specified in the **BDS**.

33. Performance Security

- 33.1. To guarantee the faithful performance by the winning Bidder of its obligations under the contract, it shall post a performance security within a maximum period of ten (10) calendar days from the receipt of

the Notice of Award from the Procuring Entity and in no case later than the signing of the contract.

- 33.2. The performance security shall be denominated in Philippine Pesos and posted in favor of the Procuring Entity in an amount Not less than the required percentage of the total contract price in accordance with the following schedule:

Form of Performance Security	Amount of Performance Security (Not less than the required Percentage of the Total Contract Price)
(a) Cash or cashier's/manager's check issued by a Universal or Commercial Bank.	Five percent (5%)
(b) Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank.	
(c) Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security; and/or	Thirty percent (30%)

- 33.3. Failure of the successful Bidder to comply with the above-mentioned requirement shall constitute sufficient ground for the annulment of the award and forfeiture of the bid security, in which event the Procuring Entity shall initiate and complete the post qualification of the second Lowest Calculated Bid. The procedure shall be repeated until the LCRB is identified and selected for contract award. However if no Bidder passed post-qualification, the BAC shall declare the bidding a failure and conduct a re-bidding with re-advertisement.

34. Notice to Proceed

- 34.1. Within **Seven (7)** calendar days from the date of approval of the contract by the appropriate government approving authority, the Procuring Entity shall issue its Notice to Proceed to the Bidder.

- 34.2. **All notices called for by the terms of the contract shall be effective only at the time of receipt thereof by the successful bidder..**

35. Protest Mechanism

Decision of the procuring entity at any stage of the procurement process may be questioned in accordance with Section 55 of the 2016 revised Implementing Rules and Regulations of Republic Act 9184.

Section III. Bid Data Sheet

Bid Data Sheet

ITB Clause						
1.1	The Procuring Entity NATIONAL FOOD AUTHORITY Region IX, Regional Office San Roque, Zamboanga City					
1.2	The lot(s) and reference is/are:					
	Source	Point of Destination	Volume (bags of 50kg)	Approved Budget for the Contract (Php)		Bidding Fee (Php)
				Rate per Bag	Total	
	Zamboanga City	Basilan	48,000	30.00	1,440,000.00	2,000.00
	Zamboanga City	Jolo, Sulu	32,000	45.00	1,440,000.00	2,000.00
	Zamboanga City	Tawi-Tawi	32,000	60.00	1,920,000.00	2,000.00
2	The Funding Source is: General Operating Fund (GOF) of NFA in the amount of One Million Four Hundred Forty Thousand Pesos (Php1,440,000.00) for Lot 1, One Million Four Hundred Forty Thousand Pesos (Php1,440,000.00) for Lot 2 and One Million Nine Hundred Twenty Thousand Pesos (Php 1,920,000.00) for Lot 3 The name of the Project is: THE PROCUREMENT OF VOYAGE CHARTERING SERVICES TO TRANSFER RICE STOCKS FROM ZAMBOANGA CITY TO BASILAN, JOLO,SULU AND TAWI-TAWI					
3.1	No further instructions.					
5.1	Bidders must at least meet the following conditions: <ol style="list-style-type: none"> 1. Vessel owner; or 2. Vessel lessee supported by lease agreement (charter agreement); 3. At least three (3) years experience in Chartering / Vessel hire services for the shipment of rice/grain cargoes; 4. Must comply with other requirements stated in RA 9184 particularly Section 23.5.1 and Instruction to Bidders (ITB) Clause 5.1. 					
5.2	None of the circumstances mentioned in the ITB Clause exists in this Project. Foreign bidders, except those falling under ITB Clause 5.2(b), may not participate in this Project.					

5.4	<p>The Bidder must have completed, within the immediate past three (3) years, a single contract that is similar to this Project and whose value, adjusted to current prices, is equivalent to at least fifty percent (50%) of the ABC of this project.</p> <p>For this purpose, similar contracts shall refer to <i>Chartering/Vessel Hire Services for the Shipment of Rice/Grain Cargoes</i></p>
7	No further instructions.
8.1	Subcontracting is not allowed
8.2	Not applicable
9.1	<p>The Procuring Entity will hold a pre-bid conference for this Project on February 08, 2017 @ 10 AM at the National Food Authority Regional Office IX, San Roque, Zamboanga City.</p>
10.1	<p>The Procuring Entity's address is:</p> <p>Procuring Entity : NATIONAL FOOD AUTHORITY - REGION IX Address : San Roque, Zamboanga City Contact Person : Angelica M. Pellien Tel./Fax No. : (062)991-1828 / (062)991-1339 E-Mail Address : nfa_ro9@yahoo.com Website : www.nfa.gov.ph</p>
12.1(a)(i)	<p>Per GPPB Circular 03-2016 dated October 27, 2016</p> <p>DELAYED IMPLEMENTATION OF THE MANDATORY SUBMISSION OF PHILGEPS CERTIFICATE OF REGISTRATION AND MEMBERSHIP IN COMPETITIVE BIDDING</p> <p>1.0</p> <p><u>3.0 PhilGEPS Certificate of Registration and Membership</u></p> <p>3.1 Pursuant to Section 8.5.2 of the 2016 Revised IRR of RA 9184, all bidders shall upload and maintain in PhilGEPS a current and updated file of the following Class "A" eligibility documents under Sections 23.1(a) and 24.1(a) of the same IRR: a. Registration Certificate; b. Mayor's/Business Permit or its Equivalent Document; c. Tax Clearance; d. Philippine Contractors Accreditation Board (PCAB) license and registration; and e. Audited Financial Statements.</p> <p>These documents shall be accompanied by a Sworn Statement in a form prescribed by the GPPB stating that the documents submitted are complete and authentic copies of the original, and all statements and information</p>

	<p>provided therein are true and correct. Upon receipt of the said documents, the PhilGEPS shall process the same in accordance with the guidelines on the Government of the Philippines – Official Merchants Registry (GoP-OMR).</p> <p>3.2 In lieu of the Class “A” eligibility documents uploaded and maintained current and updated in the PhilGEPS, bidders are required to submit their PhilGEPS Certificate of Registration (Platinum Membership) during bid submission, in the case of procurement of goods and infrastructure projects, or during eligibility check, in the case of procurement of consulting services, in accordance with Section 25.2(a)(i) and (b)(i), and Section 24.4.3, respectively.</p> <p><u>4.0 Delayed Implementation of Mandatory Submission of PhilGEPS Certificate of Registration and Membership</u></p> <p>4.1 To give ample time to all prospective bidders to register with PhilGEPS under the Platinum Membership category and provide a transitory period to all procuring entities, the Government Procurement Policy Board, during its 11th Regular Meeting held on 27 October 2016, resolved to approved the delayed implementation of mandatory submission of PhilGEPS Certificate of Registration and Membership in Competitive Bidding under the 2016 Revised IRR of RA 9184, thus:”</p> <p>4.1.1 From 28 October 2016 until 30 April 2017, bidders may still submit their Class “A” Eligibility Documents required to be uploaded and maintained current and updated in the PhilGEPS pursuant to Section 8.5.2 of the same IRR, or if already registered in the PhilGEPS under Platinum category, their Certificate of Registration and Membership in lieu of their uploaded file of Class “A” Documents. In the former, the Certificate of PhilGEPS Registration (Blue Membership) will remain as a post-qualification requirement in accordance with Section 34.2 of the 2009 Revised IRR of RA 9184.</p>
12	<p>In order to determine the bidder’s legal, technical and financial capability, they shall be required to submit through their duly authorized representative, along with its sealed Bid Offer, one (1) original and three (3) photocopies of the following documents:</p> <p>➤ The First Envelope shall contain the following Eligibility and Technical documents:</p> <p>a. Eligibility Documents –</p> <p>1. PhilGEPS Certificate of Registration and membership in accordance with Section 8.5.2 of the 2016 IRR, except for foreign bidders participating in the procurement by a Philippine Foreign Service Office or Post, which shall submit their eligibility documents under Section 23.1 of the 2016 IRR: Provided, That the winning bidder shall register</p>

with the PhilGEPS in accordance with Section 37.1.4 of the 2016 IRR;

Or

Class “A” Documents:

1. Registration certificate from SEC, Department of Trade and Industry (DTI) for sole proprietorship, or CDA for cooperatives.
2. Mayor’s/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.

In cases of recently expired Mayor’s/Business permits, it shall be accepted together with the official receipt as proof that the bidder has applied for renewal within the period prescribed by the concerned local government unit, provided that the renewed permit shall be submitted as a post-qualification requirement in accordance with **Section 34.2 of the 2016 Revised IRR of RA 9184**.

3. Tax clearance per E.O. 398, 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).
 4. The prospective bidder’s audited financial statements, showing, among others, the prospective bidder’s total and current assets and liabilities stamped, “received” by the Bureau of Internal Revenue (BIR) or its duly accredited and authorized institutions, for 2015, for the preceding calendar year, which should not be earlier than two (2) years from bid submission.
2. 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. The statement shall include, for each contract, the following:
 - A. *For Government Contracts*
 1. Notice of Award
 2. Contract
 3. Notice to Proceed
 4. Certificate of Accomplishments/Completion (Percentage of Completion)
 - B. *For Private Contracts*
 1. Contract
 2. Official Receipts
 3. Statement of the bidder’s Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Section 23.4.1.3 and 23.4.2.4 of the **2016 Revised IRR of RA 9184**, **within the last three (3) years period from the date of submission and receipt of bids**. The statement shall include, for each contract, the

following:

A. For Government Contract

1. Notice of Award
2. Contract
3. Notice to Proceed
4. Certificate of Accomplishments/Completion

B. For Private Contract

1. Contract
2. Official Receipts

4. The prospective bidder's computation of Net Financial Contracting Capacity (NFCC). However, in the case of procurement of Goods, a bidder may submit a committed Line of Credit from a Universal or Commercial Bank, in lieu of its NFCC computation.

Class "B" Document:

1. If applicable, the 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.

b. Technical Documents –

1. The Bidders shall submit a Bid Securing Declaration, or any form of Bid Security, in an amount not less than the required percentage of the ABC in accordance with the following schedule:

Form of Bid Security	Amount of Bid Security (Not less than the required Percentage of the ABC)
(a) Cash or cashier's/manager's check issued by a Universal or Commercial Bank.	Two percent (2%)
(b) Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank.	
(c) Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized	Five percent (5%)

	to issue such security.	
	<p>1. Compliance to Schedule of Requirements (Technical Bid Form 1) 2. Compliance to Technical Specifications (Technical Bid Form 2) 3. Omnibus Sworn Statement in accordance with Section 25.3 of the 2016 Revised IRR of RA 9184.</p> <p><u>Additional Set of Technical Documents for Voyage Chartering/ Vessel Hire Services</u></p> <ul style="list-style-type: none"> • List of Nominated Vessels and corresponding capacity covered by the following documents: <ul style="list-style-type: none"> a. Vessel Certificate of Ownership b. Vessel Certificate of Registration c. Marina Certificate of Public Convenience d. Latest Certificate of Inspection/Cargo Ship Safety Certificate e. For chartered vessel – bareboat/time/voyage charter agreement stating that liability of the vessel owner does not diminish on any shortage/damage that may be incurred while NFA cargoes are under his vessel’s custody f. Certificate of Dry Docking in case the vessel is more than 25 years old since year built g. Coastwise Load Line Certificate h. Ship Station License <p>➤ The Second Envelope shall contain the following Financial Component of the bid:</p> <p><u>Submit one (1) Original & three (3) duly Certified Photocopies –</u></p> <ol style="list-style-type: none"> 1. Bid Form (Bid Submission Sheet) 	
12.1(a)	No further instructions.	
12.1(a) (iii)	<p>The Statement identifying the Single Largest Completed contract similar to the contract to be bid shall include only such contract within <i>the immediate past three (3) years</i> prior to the deadline for the submission and receipt of bids.</p> <p>Bidder shall submit separate statements for completed contract/s and ongoing and awarded but not yet started contracts. Please refer to attached Annexes "A", "A-1" and "A-2" in Section VIII. Bidding Forms for the format for this requirement.</p>	
13.1	<p>The Bidder shall submit the Second Envelope Containing the following:</p> <p>FINANCIAL COMPONENTS – FINANCIAL DOCUMENTS</p> <p>A. Bid Form signed by the bidder’s duly authorized representative/signatory</p>	
13.1(b)	No further instructions.	

13.2	The ABC by Lot is:					
	Lot No.	Source	Point of Destination	Quantity (bags of 50kg)	Approved Budget for the Contract (Php)	
					Per bag	Total
	1	Zamboanga City	Basilan	48,000	30.00	1,440,000.00
	2	Zamboanga City	Jolo, Sulu	32,000	45.00	1,440,000.00
	3	Zamboanga City	Tawi-Tawi	32,000	60.00	1,920,000.00
	Any bid with a financial component exceeding the ABC by lot shall not be accepted.					
15.4(a)(ii i)	No incidental services are required.					
15.4(b)	Not applicable					
16.1(b)	The Bid prices for Goods supplied from outside of the Philippines shall be quoted in Philippine Pesos.					
16.3	Not applicable					
17.1	Bids will be valid for 120 days from the date of opening of bids.					
18.1	The bid security shall be in the following amount:					
	FORM OF BID SECURITY			Amount of Bid Security (Not less than the required Percentage of the ABC)		
	1. Cash or Cashier's/Manager's Check issued by a universal or commercial bank.			Two Percent (2%)		
	2. Bank draft/ bank guarantee issued by a universal or commercial bank. Provided, however, that it shall be confirmed or authenticated by a universal or commercial bank, if issued by a foreign bank.					
	3. Surety bond callable upon demand issued by GSIS or any NFA accredited surety or insurance company duly certified by the Insurance Commission as authorized to issue such security.			Five Percent (5%)		
	4. Bid Securing Declaration			No percentage required		
	The Bid Securing Declaration is an undertaking which states, among others, that the bidder shall enter into contract with the procuring entity and furnish the required performance security within ten (10) calendar days, or					

	<p>less, as indicated in the Bidding Documents, from receipt of the Notice of Award, and committing to pay the corresponding fine and be suspended for a period of time from being qualified to participate in any government procurement activity in the event it violates any of the conditions stated therein as required in the guidelines issued by the GPBB.</p> <p>If bidding for several lots, bidder shall submit separate bid security corresponding to each of the lots the bidder is participating.</p>
18.1	The bid security shall be valid for 120 days from the date of opening of bids.
20.1	<p>SEALING AND MARKING OF BIDS</p> <p>1. Technical Component Envelopes</p> <p>The Eligibility and Technical documents shall be submitted in Four (4) copies each placed in Four (4) individual folders, with all the original copies placed in one (1) folder clearly labeled “ORIGINAL – TECHNICAL COMPONENT”. The other folders shall be marked FIRST COPY – TECHNICAL COMPONENT, SECOND COPY – TECHNICAL COMPONENT and THIRD COPY – TECHNICAL COMPONENT, respectively. <u>They shall place all Four (4) folders inside one (1) large manila envelope after which they shall tightly seal and mark as follows:</u></p> <div style="border: 1px solid black; padding: 10px; margin: 10px 0;"> <p style="text-align: center;">TO : NFA IX BIDS and AWARDS Committee</p> <p style="text-align: center;"><u>TECHNICAL COMPONENT ENVELOPE</u></p> <p style="text-align: center;">VOYAGE CHARTERING SERVICES TO TRANSFER RICE STOCKS FROM ZAMBOANGA CITY TO BASILAN, JOLO,SULU AND TAWI-TAWI</p> <p>NAME OF APPLICANT: _____</p> <p>FULL BUSINESS ADDRESS: _____ _____</p> <p>DO NOT OPEN BEFORE: _____</p> </div> <p>2. Financial Component Envelope</p> <p>The Financial Component shall be submitted in Four (4) copies each placed in Four (4) individual folders, with all the original copies placed in one (1) folder clearly labeled “ORIGINAL – FINANCIAL COMPONENT”. The other folders shall be marked FIRST COPY-</p>

	<p>FINANCIAL COMPONENT, SECOND COPY- FINANCIAL COMPONENT and THIRD COPY – FINANCIAL COMPONENT, respectively. <u>They shall place all Four (4) folders</u> inside one (1) large manila envelope after which they shall tightly seal and mark as follows:</p> <div style="border: 1px solid black; padding: 10px; margin: 10px auto; width: 80%;"> <p style="text-align: center;">TO : NFA IX BIDS and AWARDS Committee</p> <p style="text-align: center;"><u>FINANCIAL COMPONENT ENVELOPE</u></p> <p style="text-align: center;">VOYAGE CHARTERING SERVICES TO TRANSFER RICE STOCKS FROM ZAMBOANGA CITY TO BASILAN, JOLO,SULU AND TAWI-TAWI</p> <p>NAME OF APPLICANT: _____</p> <p>FULL BUSINESS ADDRESS: _____ _____</p> <p>DO NOT OPEN BEFORE: _____</p> </div>
20.3	Each Bidder shall submit One (1) original and three (3) photocopies of each of its eligibility and technical documents (Technical Component) and financial documents (Financial Component).
21	<p>The address for submission of bids is</p> <p><i>The NFA REGION-IX BAC National Food Authority Region IX San Roque, Zamboanga City</i></p> <p>The deadline for submission of bids is:</p> <p><i>February 21, 2017 , 10:00 AM</i></p>
24.1	<p>The place of bid opening is</p> <p><i>The NATIONAL FOOD AUTHORITY Region IX, Regional Office San Roque, Zamboanga City</i></p> <p>The date and time of bid opening is</p>

	February 21, 2017 , 10:01 AM					
24.2	No further instructions.					
27.1	No further instructions.					
28.3	All Voyage Chartering Routes are grouped in lots listed below. Bidders shall have the option of submitting a proposal on any or all lots and evaluation and contract award will be undertaken on a per lot basis. Lots shall not be divided further into sub-lots for the purpose of bidding, evaluation, and contract award.					
	Lot No.	Source	Point of Destination	Quantity (bags of 50kg)	Approved Budget for the Contract (Php)	
					Per bag	Total
	1	Zamboanga City	Basilan	48,000	30.00	1,440,000.00
	2	Zamboanga City	Jolo, Sulu	32,000	45.00	1,440,000.00
	3	Zamboanga City	Tawi-Tawi	32,000	60.00	1,920,000.00
28.3(b)	Bid modification is not allowed.					
28.4	No further instructions.					
29.2	<p>Within five (5) calendar days from receipt by the bidder of the notice from the BAC that the bidder has the Lowest Calculated Bid or Highest Rated Bid, the bidder shall submit to the BAC: its latest income and business tax returns, and other appropriate licenses and permits required by law.</p> <p>Failure to submit any of the requirements on time, or a finding against the veracity thereof, shall disqualify the bidder for award: Provided, That in the event that a finding against the veracity of any of the documents submitted is made, it shall cause the forfeiture of the Bid Security in accordance with Section 69 of the 2016 Revised IRR of RA 9184.</p> <p><i>Note: Per GPPB Circular 03-2016 dated October 27, 2016</i></p> <p><i>From 28 October 2016 until 30 April 2017, bidders may still submit their Class "A" Eligibility Documents required to be uploaded and maintained current and updated in the PhilGEPS pursuant to Section 8.5.2 of the 2016 Revised IRR of RA 9184, or if already registered in the PhilGEPS under Platinum category, their Certificate of Registration and Membership in lieu of their uploaded file of Class "A" Documents. <u>In the former, the Certificate of PhilGEPS Registration (Blue Membership) will remain as a post-qualification requirement in accordance with Section 34.2 of the 2009 Revised IRR of RA 9184.</u></i></p> <p>The income tax and business tax returns stated above should be filed through the Electronic Filing and Payments System (EFPS). Proofs of payment of electronic filing are as follows:</p>					

	<ol style="list-style-type: none"> 1. EFPS Confirmation Receipt 2. Bank issued payment confirmation receipt <p><i>NOTE: The latest income and business tax returns are those within the last six months preceding the date of bid submission.</i></p> <p><u>Other appropriate licenses and permits required by law</u></p> <p>The List of Nominated Vessels with corresponding capacity shall covered by the following documents:</p> <ol style="list-style-type: none"> a. Vessel Certificate of Ownership b. Vessel Certificate of Registration c. Marina Certificate of Public Convenience d. Latest Certificate of Inspection/Cargo Ship Safety Certificate e. For chartered vessel – bareboat/time/voyage charter agreement stating that liability of the vessel owner does not diminish on any shortage/damage that may be incurred while NFA cargoes are under his custody f. Certificate of Dry Docking in case the vessel is more than 25 years old since year built g. Coastwise Load Line Certificate h. Ship Station License
32.4(f)	No additional contract documents required

Section IV. General Conditions of Contract

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1. Definitions

- 1.1. In this Contract, the following terms shall be interpreted as indicated:
- (a) “The Contract” means the agreement entered into between the Procuring Entity and the Supplier, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
 - (b) “The Contract Price” means the price payable to the Supplier under the Contract for the full and proper performance of its contractual obligations.
 - (c) “The Goods” means all of the supplies, equipment, machinery, spare parts, other materials and/or general support services which the Supplier is required to provide to the Procuring Entity under the Contract.
 - (d) “The Services” means those services ancillary to the supply of the Goods, such as transportation and insurance, and any other incidental services, such as installation, commissioning, provision of technical assistance, training, and other such obligations of the Supplier covered under the Contract.
 - (e) “GCC” means the General Conditions of Contract contained in this Section.
 - (f) “SCC” means the Special Conditions of Contract.
 - (g) “The Procuring Entity” means the organization purchasing the Goods, as named in the SCC.
 - (h) “The Procuring Entity’s country” is the Philippines.
 - (i) “The Supplier” means the individual contractor, manufacturer distributor, or firm supplying/manufacturing the Goods and Services under this Contract and named in the SCC.
 - (j) The “Funding Source” means the organization named in the SCC.
 - (k) “The Project Site,” where applicable, means the place or places named in the SCC.
 - (l) “Day” means calendar day.
 - (m) The “Effective Date” of the contract will be the date of receipt by the Supplier of the Notice to Proceed or the date provided in the Notice to Proceed. Performance of all obligations shall be reckoned from the Effective Date of the Contract.

- (n) “Verified Report” refers to the report submitted by the Implementing Unit to the Head of the Procuring Entity setting forth its findings as to the existence of grounds or causes for termination and explicitly stating its recommendation for the issuance of a Notice to Terminate.

2. Corrupt, Fraudulent, Collusive, and Coercive Practices

2.1. Unless otherwise provided in the SCC, the Procuring Entity as well as the bidders, contractors, or suppliers shall observe the highest standard of ethics during the procurement and execution of this Contract. In pursuance of this policy, the Procuring Entity:

- (a) defines, for the purposes of this provision, the terms set forth below as follows:
 - (i) "corrupt practice" means behavior on the part of officials in the public or private sectors by which they improperly and unlawfully enrich themselves, others, or induce others to do so, by misusing the position in which they are placed, and it includes the offering, giving, receiving, or soliciting of anything of value to influence the action of any such official in the procurement process or in contract execution; entering, on behalf of the Government, into any contract or transaction manifestly and grossly disadvantageous to the same, whether or not the public officer profited or will profit thereby, and similar acts as provided in Republic Act 3019.
 - (ii) "fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Procuring Entity, and includes collusive practices among Bidders (prior to or after bid submission) designed to establish bid prices at artificial, non-competitive levels and to deprive the Procuring Entity of the benefits of free and open competition.
 - (iii) “collusive practices” means a scheme or arrangement between two or more Bidders, with or without the knowledge of the Procuring Entity, designed to establish bid prices at artificial, non-competitive levels.
 - (iv) “coercive practices” means harming or threatening to harm, directly or indirectly, persons, or their property to influence their participation in a procurement process, or affect the execution of a contract;
 - (v) “obstructive practice” is
 - (aa) deliberately destroying, falsifying, altering or concealing of evidence material to an administrative proceedings or investigation or making false statements to investigators in order to materially impede an

administrative proceedings or investigation of the Procuring Entity or any foreign government/foreign or international financing institution into allegations of a corrupt, fraudulent, coercive or collusive practice; and/or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the administrative proceedings or investigation or from pursuing such proceedings or investigation; or

(bb) acts intended to materially impede the exercise of the inspection and audit rights of the Procuring Entity or any foreign government/foreign or international financing institution herein.

(b) will reject a proposal for award if it determines that the Bidder recommended for award has engaged in any of the practices mentioned in this Clause for purposes of competing for the contract.

2.2. Further the Funding Source, Borrower or Procuring Entity, as appropriate, will seek to impose the maximum civil, administrative and/or criminal penalties available under the applicable law on individuals and organizations deemed to be involved with any of the practices mentioned in GCC Clause 2.1(a).

3. Inspection and Audit by the Funding Source

The Supplier shall permit the Funding Source to inspect the Supplier's accounts and records relating to the performance of the Supplier and to have them audited by auditors appointed by the Funding Source, if so required by the Funding Source.

4. Governing Law and Language

4.1. This Contract shall be interpreted in accordance with the laws of the Republic of the Philippines.

4.2. This Contract has been executed in the English language, which shall be the binding and controlling language for all matters relating to the meaning or interpretation of this Contract. All correspondence and other documents pertaining to this Contract exchanged by the parties shall be written in English.

5. Notices

5.1. Any notice, request, or consent required or permitted to be given or made pursuant to this Contract shall be in writing. Any such notice, request, or consent shall be deemed to have been given or made when received by the concerned party, either in person or through an authorized representative of the Party to whom the communication is addressed, or when sent by registered mail, telex, telegram, or facsimile

to such Party at the address specified in the **SCC**, which shall be effective when delivered and duly received or on the notice's effective date, whichever is later.

- 5.2. A Party may change its address for notice hereunder by giving the other Party notice of such change pursuant to the provisions listed in the **SCC** for **GCC** Clause 5.1.

6. Scope of Contract

- 6.1. The GOODS and Related Services to be provided shall be as specified in Section VI. Schedule of Requirements.
- 6.2. 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. Any additional requirements for the completion of this Contract shall be provided in the **SCC**.

7. Subcontracting

- 7.1. Subcontracting of any portion of the Goods, if allowed in the **BDS**, does not relieve the Supplier of any liability or obligation under this 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.
- 7.2. Subcontractors disclosed and identified during the bidding may be changed during the implementation of this Contract, subject to compliance with the required qualifications and the approval of the Procuring Entity.

8. Procuring Entity's Responsibilities

- 8.1. Whenever the performance of the obligations in this Contract requires that the Supplier obtain permits, approvals, import, and other licenses from local public authorities, the Procuring Entity shall, if so needed by the Supplier, make its best effort to assist the Supplier in complying with such requirements in a timely and expeditious manner.
- 8.2. The Procuring Entity shall pay all costs involved in the performance of its responsibilities in accordance with **GCC** Clause 6.

9. Prices

- 9.1. For the given scope of work in this Contract as awarded, all bid prices are considered fixed prices, and therefore not subject to price escalation during contract implementation, except under extraordinary circumstances and upon prior approval of the GPPB in accordance with

Section 61 of R.A. 9184 and its IRR or except as provided in this Clause.

- 9.2. Prices charged by the Supplier for Goods delivered and/or services performed under this Contract shall not vary from the prices quoted by the Supplier in its bid, with the exception of any change in price resulting from a Change Order issued in accordance with GCC Clause 29.

10. Payment

- 10.1. Payments shall be made only upon a certification by the Head of the Procuring Entity to the effect that the Goods have been rendered or delivered in accordance with the terms of this Contract and have been duly inspected and accepted. Except with the prior approval of the President no payment shall be made for services not yet rendered or for supplies and materials not yet delivered under this Contract. Ten percent (10%) of the amount of each payment shall be retained by the Procuring Entity to cover the Supplier's warranty obligations under this Contract as described in GCC Clause 17.
- 10.2. The Supplier's request(s) for payment shall be made to the Procuring Entity in writing, accompanied by an invoice describing, as appropriate, the Goods delivered and/or Services performed, and by documents submitted pursuant to the SCC provision for GCC Clause 6.2, and upon fulfillment of other obligations stipulated in this Contract.
- 10.3. Pursuant to GCC Clause 10.2, payments shall be made promptly by the Procuring Entity, but in no case later than sixty (60) days after submission of an invoice or claim by the Supplier.
- 10.4. Unless otherwise provided in the SCC, the currency in which payment is made to the Supplier under this Contract shall be in Philippine Pesos.

11. Advance Payment and Terms of Payment

- 11.1. Advance payment shall be made only after prior approval of the President, and shall not exceed fifteen percent (15%) of the Contract amount, unless otherwise directed by the President or in cases allowed under Annex "D" of RA 9184.
- 11.2. For Goods supplied from abroad, the terms of payment shall be as follows:
 - (a) On Contract Signature: Fifteen percent (15%) of the Contract Price shall be paid within sixty (60) days from signing of the Contract and upon submission of a claim and a bank guarantee for the equivalent amount valid until the Goods are delivered and in the form provided in Section VIII. Bidding Forms.
 - (b) On Delivery: Sixty Five percent (65%) of the Contract Price shall be paid to the Supplier within sixty (60) days after the date of receipt of

the Goods and upon submission of the documents (i) through (vi) specified in the SCC provision on Delivery and Documents.

- (c) On Acceptance: The remaining twenty percent (20%) of the Contract Price shall be paid to the Supplier within sixty (60) days after the date of submission of the acceptance and inspection certificate for the respective delivery issued by the Procuring Entity's authorized representative. In the event that no inspection or acceptance certificate is issued by the Procuring Entity's authorized representative within forty five (45) days of the date shown on the delivery receipt the Supplier shall have the right to claim payment of the remaining twenty percent (20%) subject to the Procuring Entity's own verification of the reason(s) for the failure to issue documents (vii) and (viii) as described in the SCC provision on Delivery and Documents.

- 11.3. All progress payments shall first be charged against the advance payment until the latter has been fully exhausted.

12. Taxes and Duties

The Supplier, whether local or foreign, shall be entirely responsible for all the necessary taxes, stamp duties, license fees, and other such levies imposed for the completion of this Contract.

13. Performance Security

- 13.1. Within ten (10) calendar days from receipt of the Notice of Award from the Procuring Entity but in no case later than the signing of the contract by both parties, the successful Bidder shall furnish the performance security in any the forms prescribed in the **ITB** Clause 33.2.
- 13.2. The performance security posted in favor of the Procuring Entity shall be forfeited in the event it is established that the winning bidder is in default in any of its obligations under the contract.
- 13.3. The performance security shall remain valid until issuance by the Procuring Entity of the Certificate of Final Acceptance.
- 13.4. The performance security may be released by the Procuring Entity and returned to the Supplier after the issuance of the Certificate of Final Acceptance subject to the following conditions:
 - (a) There are no pending claims against the Supplier or the surety company filed by the Procuring Entity;
 - (b) The Supplier has no pending claims for labor and materials filed against it; and
 - (c) Other terms specified in the SCC.

- 13.5. In case of a reduction of the contract value, the Procuring Entity shall allow a proportional reduction in the original performance security, provided that any such reduction is more than ten percent (10%) and that the aggregate of such reductions is not more than fifty percent (50%) of the original performance security.

14. Use of Contract Documents and Information

- 14.1. The Supplier shall not, except for purposes of performing the obligations in this Contract, without the Procuring Entity's prior written consent, disclose this Contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the Procuring Entity. Any such disclosure shall be made in confidence and shall extend only as far as may be necessary for purposes of such performance.
- 14.2. Any document, other than this Contract itself, enumerated in **GCC** Clause 14.1 shall remain the property of the Procuring Entity and shall be returned (all copies) to the Procuring Entity on completion of the Supplier's performance under this Contract if so required by the Procuring Entity.

15. Standards

The Goods provided under this Contract shall conform to the standards mentioned in the Section VII: Technical Specifications; and, when no applicable standard is mentioned, to the authoritative standards appropriate to the Goods' country of origin. Such standards shall be the latest issued by the institution concerned.

16. Inspection and Tests

- 16.1. The Procuring Entity or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Contract specifications at no extra cost to the Procuring Entity. The **SCC** and Section VII. 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.
- 16.2. If applicable, the inspections and tests may be conducted on the premises of the Supplier or its subcontractor(s), at point of delivery, and/or at the goods' final destination. If conducted on the premises of the Supplier or its subcontractor(s), all reasonable facilities and assistance, including access to drawings and production data, shall be furnished to the inspectors at no charge to the Procuring Entity. The Supplier shall provide the Procuring Entity with results of such inspections and tests.
- 16.3. The Procuring Entity or its designated representative shall be entitled to attend the tests and/or inspections referred to in this Clause provided

that the Procuring Entity shall bear all of its own costs and expenses incurred in connection with such attendance including, but not limited to, all traveling and board and lodging expenses.

- 16.4. The Procuring Entity may reject any Goods or any part thereof that fail to pass any test and/or inspection or do not conform to the specifications. The Supplier shall either rectify or replace such rejected Goods or parts thereof or make alterations necessary to meet the specifications at no cost to the Procuring Entity, and shall repeat the test and/or inspection, at no cost to the Procuring Entity, upon giving a notice pursuant to **GCC** Clause 5.
- 16.5. The Supplier agrees that neither the execution of a test and/or inspection of the Goods or any part thereof, nor the attendance by the Procuring Entity or its representative, shall release the Supplier from any warranties or other obligations under this Contract.

17. Warranty

- 17.1. The Supplier warrants that the Goods supplied under the Contract are new, unused, of the most recent or current models, and that they incorporate all recent improvements in design and materials, except when the technical specifications required by the Procuring Entity provides otherwise.
- 17.2. The Supplier further warrants that all Goods supplied under this Contract shall have no defect, arising from design, materials, or workmanship or from any act or omission of the Supplier that may develop under normal use of the supplied Goods in the conditions prevailing in the country of final destination.
- 17.3. In order to assure that manufacturing defects shall be corrected by the Supplier, a warranty shall be required from the Supplier for a minimum period specified in the **SCC**. The obligation for the warranty shall be covered by, at the Supplier's option, either retention money in an amount equivalent to at least **one percent (1%)** of the final payment, or a special bank guarantee equivalent to at least **one percent (1%)** of the Contract Price or other such amount if so specified in the **SCC**. The said amounts shall only be released after the lapse of the warranty period specified in the **SCC**; provided, however, that the Supplies delivered are free from patent and latent defects and all the conditions imposed under this Contract have been fully met.
- 17.4. 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, within the period specified in the **SCC** and with all reasonable speed, repair or replace the defective Goods or parts thereof, without cost to the Procuring Entity.
- 17.5. If the Supplier, having been notified, fails to remedy the defect(s) within the period specified in **GCC** Clause 17.4, the Procuring Entity

may proceed to take such remedial action as may be necessary, at the Supplier's risk and expense and without prejudice to any other rights which the Procuring Entity may have against the Supplier under the Contract and under the applicable law.

18. Delays in the Supplier's Performance

- 18.1. Delivery of the Goods and/or performance of Services shall be made by the Supplier in accordance with the time schedule prescribed by the Procuring Entity in Error! Reference source not found. **Schedule of Requirements.**
- 18.2. If at any time during the performance of this Contract, the Supplier or its Subcontractor(s) should encounter conditions impeding timely delivery of the Goods and/or performance of Services, the Supplier shall promptly notify the Procuring Entity in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the Supplier's notice, and upon causes provided for under **GCC Clause 22**, the Procuring Entity shall evaluate the situation and may extend the Supplier's time for performance, in which case the extension shall be ratified by the parties by amendment of Contract.
- 18.3. Except as provided under **GCC Clause 22**, a delay by the Supplier in the performance of its obligations shall render the Supplier liable to the imposition of liquidated damages pursuant to **GCC Clause 19**, unless an extension of time is agreed upon pursuant to **GCC Clause 29** without the application of liquidated damages.

19. Liquidated Damages

Subject to **GCC Clauses 18 and 22**, if the Supplier fails to satisfactorily deliver any or all of the Goods and/or to perform the Services within the period(s) specified in this Contract inclusive of duly granted time extensions if any, the Procuring Entity shall, without prejudice to its other remedies under this Contract and under the applicable law, deduct from the Contract Price, as liquidated damages, the applicable rate of one tenth (1/10) of one (1) percent of the cost of the unperformed portion for every day of delay until actual delivery or performance. The maximum deduction shall be ten percent (10%) of the amount of contract. Once the maximum is reached, the Procuring Entity shall rescind the Contract pursuant to **GCC Clause 23**, without prejudice to other courses of action and remedies open to it.

20. Settlement of Disputes

- 20.1. If any dispute or difference of any kind whatsoever shall arise between the Procuring Entity and the Supplier in connection with or arising out of this Contract, the parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.
- 20.2. If after thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the Procuring Entity or the Supplier may give notice to the other party of its intention to

commence arbitration, as hereinafter provided, as to the matter in dispute, and no arbitration in respect of this matter may be commenced unless such notice is given.

- 20.3. Any dispute or difference in respect of which a notice of intention to commence arbitration has been given in accordance with this Clause shall be settled by arbitration. Arbitration may be commenced prior to or after delivery of the Goods under this Contract.
- 20.4. In the case of a dispute between the Procuring Entity and the Supplier, the dispute shall be resolved in accordance with Republic Act 9285 (“R.A. 9285”), otherwise known as the “Alternative Dispute Resolution Act of 2004.”
- 20.5. Notwithstanding any reference to arbitration herein, the parties shall continue to perform their respective obligations under the Contract unless they otherwise agree; and the Procuring Entity shall pay the Supplier any monies due the Supplier.

21. Liability of the Supplier

- 21.1. The Supplier’s liability under this Contract shall be as provided by the laws of the Republic of the Philippines, subject to additional provisions, if any, set forth in the SCC.
- 21.2. Except in cases of criminal negligence or willful misconduct, and in the case of infringement of patent rights, if applicable, the aggregate liability of the Supplier to the Procuring Entity shall not exceed the total Contract Price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment.

22. Force Majeure

- 22.1. The Supplier shall not be liable for forfeiture of its performance security, liquidated damages, or termination for default if and to the extent that the Supplier’s delay in performance or other failure to perform its obligations under the Contract is the result of a *force majeure*.
- 22.2. For purposes of this Contract the terms “*force majeure*” and “fortuitous event” may be used interchangeably. In this regard, a fortuitous event or *force majeure* shall be interpreted to mean an event which the Contractor could not have foreseen, or which though foreseen, was inevitable. It shall not include ordinary unfavorable weather conditions; and any other cause the effects of which could have been avoided with the exercise of reasonable diligence by the Contractor. Such events may include, but not limited to, acts of the Procuring Entity in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.

- 22.3. If a *force majeure* situation arises, the Supplier shall promptly notify the Procuring Entity in writing of such condition and the cause thereof. Unless otherwise directed by the Procuring Entity in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the *force majeure*.

23. Termination for Default

- 23.1. The Procuring Entity shall terminate this Contract for default when any of the following conditions attends its implementation:
- (a) Outside of *force majeure*, the Supplier fails to deliver or perform any or all of the Goods within the period(s) specified in the contract, or within any extension thereof granted by the Procuring Entity pursuant to a request made by the Supplier prior to the delay, and such failure amounts to at least ten percent (10%) of the contract price;
 - (b) As a result of *force majeure*, the Supplier is unable to deliver or perform any or all of the Goods, amounting to at least ten percent (10%) of the contract price, for a period of not less than sixty (60) calendar days after receipt of the notice from the Procuring Entity stating that the circumstance of force majeure is deemed to have ceased; or
 - (c) The Supplier fails to perform any other obligation under the Contract.
- 23.2. In the event the Procuring Entity terminates this Contract in whole or in part, for any of the reasons provided under **GCC** Clauses 23 to 26, the Procuring Entity may procure, upon such terms and in such manner as it deems appropriate, Goods or Services similar to those undelivered, and the Supplier shall be liable to the Procuring Entity for any excess costs for such similar Goods or Services. However, the Supplier shall continue performance of this Contract to the extent not terminated.
- 23.3. In case the delay in the delivery of the Goods and/or performance of the Services exceeds a time duration equivalent to ten percent (10%) of the specified contract time plus any time extension duly granted to the Supplier, the Procuring Entity may terminate this Contract, forfeit the Supplier's performance security and award the same to a qualified Supplier.

24. Termination for Insolvency

The Procuring Entity shall terminate this Contract if the Supplier is declared bankrupt or insolvent as determined with finality by a court of competent jurisdiction. In this event, termination will be without compensation to the Supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the Procuring Entity and/or the Supplier.

25. Termination for Convenience

- 25.1. The Procuring Entity may terminate this Contract, in whole or in part, at any time for its convenience. The Head of the Procuring Entity may terminate a contract for the convenience of the Government if he has determined the existence of conditions that make Project Implementation economically, financially or technically impractical and/or unnecessary, such as, but not limited to, fortuitous event(s) or changes in law and national government policies.
- 25.2. The Goods that have been delivered and/or performed or are ready for delivery or performance within thirty (30) calendar days after the Supplier's receipt of Notice to Terminate shall be accepted by the Procuring Entity at the contract terms and prices. For Goods not yet performed and/or ready for delivery, the Procuring Entity may elect:
- (a) to have any portion delivered and/or performed and paid at the contract terms and prices; and/or
 - (b) to cancel the remainder and pay to the Supplier an agreed amount for partially completed and/or performed goods and for materials and parts previously procured by the Supplier.
- 25.3. If the Supplier suffers loss in its initial performance of the terminated contract, such as purchase of raw materials for goods specially manufactured for the Procuring Entity which cannot be sold in open market, it shall be allowed to recover partially from this Contract, on a *quantum meruit* basis. Before recovery may be made, the fact of loss must be established under oath by the Supplier to the satisfaction of the Procuring Entity before recovery may be made.

26. Termination for Unlawful Acts

- 26.1. The Procuring Entity may terminate this Contract in case it is determined *prima facie* that the Supplier has engaged, before or during the implementation of this Contract, in unlawful deeds and behaviors relative to contract acquisition and implementation. Unlawful acts include, but are not limited to, the following:
- (a) Corrupt, fraudulent, and coercive practices as defined in **ITB** Clause 3.1(a);
 - (b) Drawing up or using forged documents;
 - (c) Using adulterated materials, means or methods, or engaging in production contrary to rules of science or the trade; and
 - (d) Any other act analogous to the foregoing.

27. Procedures for Termination of Contracts

- 27.1. The following provisions shall govern the procedures for termination of this Contract:

- (a) Upon receipt of a written report of acts or causes which may constitute ground(s) for termination as aforementioned, or upon its own initiative, the Implementing Unit shall, within a period of seven (7) calendar days, verify the existence of such ground(s) and cause the execution of a Verified Report, with all relevant evidence attached;
- (b) Upon recommendation by the Implementing Unit, the Head of the Procuring Entity shall terminate this Contract only by a written notice to the Supplier conveying the termination of this Contract. The notice shall state:
 - (i) that this Contract is being terminated for any of the ground(s) afore-mentioned, and a statement of the acts that constitute the ground(s) constituting the same;
 - (ii) the extent of termination, whether in whole or in part;
 - (iii) an instruction to the Supplier to show cause as to why this Contract should not be terminated; and
 - (iv) special instructions of the Procuring Entity, if any.
- (c) The Notice to Terminate shall be accompanied by a copy of the Verified Report;
- (d) Within a period of seven (7) calendar days from receipt of the Notice of Termination, the Supplier shall submit to the Head of the Procuring Entity a verified position paper stating why this Contract should not be terminated. If the Supplier fails to show cause after the lapse of the seven (7) day period, either by inaction or by default, the Head of the Procuring Entity shall issue an order terminating this Contract;
- (e) The Procuring Entity may, at any time before receipt of the Supplier's verified position paper described in item (d) above withdraw the Notice to Terminate if it is determined that certain items or works subject of the notice had been completed, delivered, or performed before the Supplier's receipt of the notice;
- (f) Within a non-extendible period of ten (10) calendar days from receipt of the verified position paper, the Head of the Procuring Entity shall decide whether or not to terminate this Contract. It shall serve a written notice to the Supplier of its decision and, unless otherwise provided, this Contract is deemed terminated from receipt of the Supplier of the notice of decision. The termination shall only be based on the ground(s) stated in the Notice to Terminate;
- (g) The Head of the Procuring Entity may create a Contract Termination Review Committee (CTRC) to assist him in the discharge of this function. All decisions recommended by the CTRC shall be subject to the approval of the Head of the Procuring Entity; and

- (h) The Supplier must serve a written notice to the Procuring Entity of its intention to terminate the contract at least thirty (30) calendar days before its intended termination. The Contract is deemed terminated if it is not resumed in thirty (30) calendar days after the receipt of such notice by the Procuring Entity.

28. Assignment of Rights

The Supplier shall not assign his rights or obligations under this Contract, in whole or in part, except with the Procuring Entity's prior written consent.

29. Contract Amendment

Subject to applicable laws, no variation in or modification of the terms of this Contract shall be made except by written amendment signed by the parties.

30. Application

These General Conditions shall apply to the extent that they are not superseded by provisions of other parts of this Contract.

Section V. Special Conditions of Contract

Special Conditions of Contract

GCC Clause													
1.1(g)	<p>The Procuring Entity is</p> <p><i>National Food Authority Region IX, Regional Office San Roque, Zamboanga City</i></p>												
1.1(i)	The Supplier is _____.												
1.1(j)	<p>The Funding Source is</p> <p>The Government of the Philippines (GOP) through NFA’s General Operating Fund (GOF) in the amount of: One Million Four Hundred Forty Thousand Pesos (Php1,440,000.00) for Lot 1, One Million Four Hundred Forty Thousand Pesos (Php1,440,000.00) for Lot 2 and One Million Nine Hundred Twenty Thousand Pesos (Php 1,920,000.00) for Lot 3</p>												
1.1(k)	<p>The Project Site is :</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th style="text-align: center;">Source</th> <th style="text-align: center;">Point of Destination</th> <th style="text-align: center;">Volume (bags of 50kg)</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">Zamboanga City</td> <td style="text-align: center;">Basilan</td> <td style="text-align: center;">48,000</td> </tr> <tr> <td style="text-align: center;">Zamboanga City</td> <td style="text-align: center;">Jolo, Sulu</td> <td style="text-align: center;">32,000</td> </tr> <tr> <td style="text-align: center;">Zamboanga City</td> <td style="text-align: center;">Tawi-Tawi</td> <td style="text-align: center;">32,000</td> </tr> </tbody> </table>	Source	Point of Destination	Volume (bags of 50kg)	Zamboanga City	Basilan	48,000	Zamboanga City	Jolo, Sulu	32,000	Zamboanga City	Tawi-Tawi	32,000
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Zamboanga City	Basilan	48,000											
Zamboanga City	Jolo, Sulu	32,000											
Zamboanga City	Tawi-Tawi	32,000											
5.1	<p>The Procuring Entity’s address for Notices is:</p> <p>The National Food Authority Regional Office No. IX San Roque, Zamboanga City</p> <p>Contact Person/s: MS. ANGELICA M. PELLIEN BAC Secretariat</p> <p>Telephone Nos. (062) 991-1828 Fax Nos. (062) 991-1339</p> <p>The Supplier’s address for Notices is: _____</p>												
6.2	<p>OBLIGATION OF THE CONTRACTOR</p> <p>1. To provide seaworthy and fit to load/transport rice cargo vessel/s which is/are:</p>												

- a. Made of steel
 - b. Equipped with fully operational/functional loading/unloading gears (derrick/boom), sling net/cargo net fit for loading rice and in accordance with the NFA's standards
 - c. clean and dry and free from live insects/pests, objectionable odor, hazardous or toxic substance, droppings, spillages or residues of the previously transported cargoes, water, oil leakage, and protruding objects which could damage the containers/sacks (e.g. nails, wires or any pointed metal or wooden objects) and contaminate the stocks.
 - d. Must not be more than 39 years of age. Otherwise, the winning bidder shall shoulder the overage premium of 0.30% of the insured value of the cargo.
2. Transport the **NFA's** grains stocks to the designated disports through voyage charter using the submitted list of nominated vessels or its acceptable substitutes.
 3. To make the vessel(s) available within Three (3) calendar days from receipt of **NFA's** Notice to Proceed.
 4. Provide its own vessel checker(s) to conduct cargo tally on board/shore during the loading and unloading of stocks.
 5. Provide the necessary dunnage for cargo stowage.
 6. Cranage at load port/disport, if necessary, shall be for the contractor's account.
 7. To notify NFA of the availability/readiness of the vessel to accept NFA cargo/es within three (3) days from receipt of Notice to Proceed.
 8. To notify the NFA of name and capacity of substitute vessel, in case of the cancellation of the previously nominated vessel due to unavailability/readiness of same.
 9. Grains/cargoes/containers of NFA upon loading in the designated vessel shall be under the custody of the **CONTRACTOR**. Custody shall be reckoned immediately from the time of loading at the port of origin to the time of complete unloading at the port of destination, duly acknowledged and received by the duly authorized representative of the receiving NFA Provincial Office of the designated port of destination.

OBLIGATIONS OF NFA

1. For services rendered, the **NFA** shall pay the **CONTRACTOR** the rate per bag inclusive of VAT based on the actual volume transported to destination and not subject to increase.
2. Prior to loading, the **NFA's** authorized personnel shall inspect the vessel(s)

	<p>and subsequently accomplish the pro forma Vessel Inspection Report. The Vessel Captain and the NFA shall be furnished a copy of said report. No loading shall be undertaken until the findings as contained in the inspection report, if any, are complied with.</p> <ol style="list-style-type: none"> 3. Provide checkers and spillage collectors under NFA's own account. 4. Responsible for the hiring and payment of arrastre at the loading port. The receiving NFA Provincial Office shall be responsible for the arrastre and stevedoring at the unloading port. 5. Provide military / security guards or civilian escorts, but this shall not be interpreted as exempting, diminishing, or mitigating the liabilities of the CONTRACTOR on any shortage that may be incurred while the cargoes/food grains/containers of the NFA are under the CONTRACTOR's custody. <p>DELIVERY/ACCEPTANCE</p> <p>Acceptance shall be made upon acknowledgment by the receiving province at the Bill of Lading upon the complete unloading of the awarded volume or actual volume shipped.</p>		
10.2	<p>PAYMENTS/COMPENSATION</p> <ol style="list-style-type: none"> 1. Freight rate and payment shall be computed on a per bag of 50 kilogram, inclusive of VAT and FIOST (Free In and Out Stowed and Trimmed), at loadport based on manifest load as stated in the Bill of Lading (BL). Freight shall be payable at the NFA's shipping/source (NFA Zamboanga City Provincial Office). 2. Payment shall be made after completion of unloading of stocks and submission of Statement of Billing together with complete documents subject to the usual accounting and auditing rules and regulation, as follows: <ol style="list-style-type: none"> 2.1 Bill of Lading 2.2 Acknowledgement receipts from the receiving province 		
10.4	Not applicable		
13.4(c)	<p>PERFORMANCE SECURITY</p> <ol style="list-style-type: none"> 1. To guarantee the faithful performance by the winning bidder of its obligations under the contract in accordance with the Bidding Documents, it shall post a performance security prior to the signing of the contract. 2. The performance security shall be in an amount Not less than the required percentage of the total contract price in accordance with the following schedule : <table border="1" data-bbox="395 1839 1350 2033" style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: center; width: 50%;">Form of Performance Security</td> <td style="text-align: center; width: 50%;">Amount of Performance Security (Not less than the required Percentage of the Contract Price)</td> </tr> </table>	Form of Performance Security	Amount of Performance Security (Not less than the required Percentage of the Contract Price)
Form of Performance Security	Amount of Performance Security (Not less than the required Percentage of the Contract Price)		

	<p>(a) Cash or cashier's/manager's check issued by a Universal or Commercial Bank.</p>	Five percent (5%)
	<p>(b) Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank.</p>	
	<p>(c) Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security; and/or</p>	Thirty percent (30%)
	<p>3. The performance security shall be denominated in Philippine Pesos and posted in favor of the procuring entity, which shall be forfeited in the event it is established that the winning bidder is in default in any of its obligations under the contract.</p> <p>4. The performance security shall remain valid until issuance by the procuring entity of the final Certificate of Acceptance.</p> <p>5. The performance security may be released by the procuring entity after the issuance of the Certificate of Acceptance, subject to the following conditions:</p> <p style="padding-left: 40px;">a. Procuring entity has no claims filed against the contract awardee or the surety company;</p> <p style="padding-left: 40px;">b. It has no claims for labor filed against the contractor; and</p> <p style="padding-left: 40px;">c. Other terms of the contract.</p>	
16.1	No Further Instructions	
17.3	No Further Instructions	
17.4	No Further Instructions	
21.1	<p>LIABILITIES OF THE CONTRACTOR</p> <p>1. While under the vessel owner's/contractor's custody, any losses or damages to any of the grains cargoes/containers not attributed to the NFA's fault shall be deemed the vessel owner's/contractor's liability.</p> <p>2. In the case of damaged stocks:</p> <p style="padding-left: 20px;">2.1 If the cause of damage is determined to be the CONTRACTOR's liability and acknowledged as such, the CONTRACTOR shall pay the</p>	

damages through any of the schemes provided in **Special Provision - Number 8** of this SCC and the subject damaged stocks shall be turned over to the **CONTRACTOR** upon settlement and/or payment.

2.2 If the liability for the cause or damage is disputed by the **CONTRACTOR**, freight claims equivalent to the estimated amount of damage stocks based on book value or **NFA's** consumer's price, whichever is higher shall be withheld by **NFA** until liability for the damaged stocks has been settled by the **GSIS**.

3. In the case of excess number of bags:

3.1 Any excess in the number of bags loaded in the vessel shall be understood to remain to be the property of **NFA** and the **CONTRACTOR** or its authorized representative shall be obliged to deliver or turn over the same to the receiving **NFA** Provincial Office.

3.2 Failure on the part of the **CONTRACTOR** or its authorized representative to deliver or turn over the excess number of bags to the receiving **NFA** Provincial Office shall subject the **CONTRACTOR** or its representative to criminal or civil liability or both as **NFA** may deem proper to protect its interest.

SPECIAL PROVISIONS

1. Only the contracted vessel shall be allowed to be loaded with stocks for transfer. However, subject to the approval of **NFA's** Regional Director, substitution of vessels may be allowed. In which case, the **CONTRACTOR**, within three (3) days from receipt of the Notice to Load/Notice of Shipment, shall submit to **NFA** a formal request for substitution, citing the reasons for the substitution, and attaching the following documents:

1.1 Certificate of Ownership

1.2 Certificate of Registry

1.3 Coastwise License

1.4 Latest Certificate of Inspection/Cargo Ship Safety Certificate

1.5 Latest Ship Station License

1.6 Certificate of Public Convenience

1.7 Coastwise Loadline Certificate/ Vessel's Safe Capacities

1.8 For Chartered Vessels – Bareboat/Time Voyage Charter Agreement which states that the liability of the vessel owner does not diminish on any shortage/damage that may be incurred while the cargoes of **NFA** are under his vessel's custody and Certification from the vessel owner that the vessel is not mortgaged twice.

2. Laydays (loading/ unloading time):

2.1 Customary Quick Dispatch (CQD)

2.2 No demurrage/ dispatch

3. The **NFA** shall not be responsible for delays in loading and unloading on

account of force majeure, typhoons, and inclement weather, labor disputes, port congestion, and other factors beyond its control.

4. The vessel(s)/barge(s) shall be sealed in the presence of **NFA's** representative and **CONTRACTOR's** representative. Authorized personnel of the receiving NFA Provincial Office shall inspect the seal and condition of the stocks upon opening of hatches at the unloading port.
5. The seal shall be broken only at the port of destination also in the presence of the authorized personnel of the receiving NFA Provincial Office and the **CONTRACTOR's** representative.
6. If the seal is broken/ tampered, the **CONTRACTOR** shall be liable for any shortage both in the number of bags and in weight. Payment shall be based on **NFA's** replacement cost.
7. In case of losses even if seal is not broken/tampered, the **CONTRACTOR** is only liable as to the number of bags lost which may be accounted in the course of loading and unloading period wherein vessel hatches are not sealed. Payment shall be based on the **NFA's** consumer's price. Payment of **NFA's** claims for losses shall be determined on the number of bags intake at loadport less the number of bags unloaded at disport (original good bags plus the original empty sacks (MTS) recovered during the rebagging of busted bags at disport). The number of MTS issued and utilized for the replacement of busted bags should be closely and strictly monitored by **NFA's** disport personnel.
8. The **CONTRACTOR's** payment for losses shall be made through the following schemes and prioritization:
 - 1.1 Deduction from the freight claim voucher
 - 1.2 Cash Payment
 - 1.3 Payment-In-Kind or replacement with good or better quality stocks of the same type and specifications based on **NFA's** consumer's price or replacement cost whichever is applicable.
9. The **CONTRACTOR** Shall ensure the readiness and availability of the nominated vessel within three(3) calendar days from receipt of the Notice to Load to be issued by **NFA**, otherwise, **NFA** shall have the right to terminate the contract.

However, the **CONTRACTOR** shall not be held liable for penalty if the cause of the delay in loading, shipment and unloading is attributable or caused by the **NFA**, force majeure, typhoons/inclement weather, labor disputes, port congestion and other factors beyond its control.
10. The **NFA** reserves the right to enter into an agreement with other persons/entities for the same voyage(s), if **NFA** later finds the **CONTRACTOR** to be incapable of undertaking its obligations under the Contract or when public interest so requires.

EFFECTIVITY AND DURATION OF CONTRACT

The Contract shall be in full force and effect upon signing/approval of the contract by the both parties and shall expire on December 31, 2017 or upon completion of the delivery of voyage chartering services of the awarded volume, unless sooner terminated by NFA for CONTRACTOR's violation of the terms and conditions hereof, provided, however, that the termination of the Contract shall not constitute a bar to any claim by the NFA against the CONTRACTOR or against the Performance Security.

ENTIRETY CLAUSE

No alterations, amendments, and/or modifications to the Contract shall be considered valid unless agreed upon by both parties contained in a duly notarized document.

RESERVATION CLAUSE

The National Food Authority Reserves the right to accept or reject any or all bids, to waive any formalities therein and to accept such bid as may be considered advantageous to the NFA or annul the bidding process and not award the contract at any time prior to contract award without incurring any liability to any bidder or party. Further, NFA assumes no obligation to compensate any bidder or party for any loss or expense incurred in the preparation of the bid or participation in the bidding process.

VENUE OF ACTION

Any dispute or disagreement of any kind whatsoever arising from any interpretation, implementation or violation of the terms and conditions of the Contract shall, as far as practicable, be settled amicably. In case the parties fail to amicably settle their differences and one of the parties is constrained to seek judicial redress to protect its rights and interest, such suit shall be filed and prosecuted exclusively in the proper court of competent jurisdiction in Quezon City, Philippines.

Section VI. Schedule of Requirements

Provision of vessel(s) with at least 15,000 bags capacity per unit including tools, accessories and manpower requirements as described below:

Source	Point of Destination	Volume (bags of 50kg)	Capacity and Vessel requirements
Zamboanga City	Basilan	48,000	2 Nominated Vessel with at least 15,000 50kg-bags capacity
Zamboanga City	Jolo, Sulu	32,000	
Zamboanga City	Tawi-Tawi	32,000	

Nominated Vessel(s) shall be ready to load within three(3) calendar days from receipt of Notice to Load. Said vessel(s) must comply with the delivery schedules as follows:

Months	Basilan	Jolo, Sulu	Tawi-Tawi	Total
March, 2017	16,000	16,000	16,000	48,000
April, 2017	16,000	16,000	16,000	48,000
May, 2017	16,000			16,000
Total	48,000	32,000	32,000	112,000

Section VII. Technical Specifications

The Vessel(s) required for this contract are the following:

1. Vessel must be fit to load and transport rice cargoes.
2. The vessel must be seaworthy and not be more than 39 years of age.
3. The vessel/s should be free from:
 - a. Live insects/pests
 - b. Objectionable odors, droppings, spillage or residues of the previously transported cargoes
 - c. Water & oil leakage
 - d. Protruding objects which could damage the containers/sacks (e.g. nails, wires or any pointed metal or wooden objects).
4. The vessel/s must be made of steel
5. The vessel/s must have fully operational/functional loading/unloading gears (sustaining gears)(derrick/boom), sling net/cargo net for the shipment of stocks
6. The cargo hold/s must have sufficient hatch covers and/or provided with efficient gaskets/tarpaulins, and dunnage for cargo stowage
7. The vessel/s can accommodate at least 15,000 bags of rice per shipment @ 50 kg per bag.
8. Vessel/s must be duly registered with MARINA and complying with the documentary requirements specified in the clause 29.2 of the Bid Data Sheet of this bidding documents

Section VIII. Bidding Forms

Bid Form 1

Date: _____
Lot 1 – Voyage Chartering Services to
Transfer Rice Stocks from Zamboanga
City to Basilan

To: National Food Authority
Region IX
San Roque, Zamboanga City

Gentlemen and/or Ladies:

- ❖ After Having examined the Bidding Documents, we, the undersigned, offer to supply/deliver the Voyage Chartering services in conformity with the said Bidding Documents for the sum of:

Port of Origin (Loading Port)	Port of Destination (Discharging Port)	Volume (bags of 50kg)	B I D O F F E R (Php)	
			Rate/bag	Total Amount
Zamboanga City	Basilan	48,000		

We undertake, if our Bid is accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements.

If our Bid is accepted, we undertake to provide a performance security in the form, amounts, and within the times specified in the Bidding Documents.

We agree to abide by this Bid for the Bid Validity Period of 120 Calendar Days from the date of Opening of Bids and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your Notice of Award, shall be binding upon us.

We understand that you are not bound to accept the lowest or any Bid you may receive,

We certify/confirm that we comply with the eligibility requirements of the Bidding Documents.

Dated this _____ day of _____ 20_____.

Very Truly yours,

[signature]

[in the capacity of]

Duly authorized to sign Bid for and on behalf of _____

Bid Form 2

Date: _____
Lot 2 – Voyage Chartering Services to
Transfer Rice Stocks from Zamboanga
City to Jolo, Sulu

To: National Food Authority
Region IX
San Roque, Zamboanga City

Gentlemen and/or Ladies:

- ❖ After Having examined the Bidding Documents, we, the undersigned, offer to supply/deliver the Voyage Chartering services in conformity with the said Bidding Documents for the sum of:

Port of Origin (Loading Port)	Port of Destination (Discharging Port)	Volume (bags of 50kg)	B I D O F F E R (Php)	
			Rate/bag	Total Amount
Zamboanga City	Jolo, Sulu	32,000		

We undertake, if our Bid is accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements.

If our Bid is accepted, we undertake to provide a performance security in the form, amounts, and within the times specified in the Bidding Documents.

We agree to abide by this Bid for the Bid Validity Period of 120 Calendar Days from the date of Opening of Bids and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your Notice of Award, shall be binding upon us.

We understand that you are not bound to accept the lowest or any Bid you may receive,

We certify/confirm that we comply with the eligibility requirements of the Bidding Documents.

Dated this _____ day of _____ 20_____.

Very Truly yours,

[signature]

[in the capacity of]

Duly authorized to sign Bid for and on behalf of _____

Bid Form 3

Date: _____
 Lot 3 – Voyage Chartering Services to
 Transfer Rice Stocks from Zamboanga
 City to Tawi-Tawi

To: National Food Authority
 Region IX
 San Roque, Zamboanga City

Gentlemen and/or Ladies:

- ❖ After Having examined the Bidding Documents, we, the undersigned, offer to supply/deliver the Voyage Chartering services in conformity with the said Bidding Documents for the sum of:

Port of Origin (Loading Port)	Port of Destination (Discharging Port)	Volume (bags of 50kg)	B I D O F F E R (Php)	
			Rate/bag	Total Amount
Zamboanga City	Tawi-Tawi	32,000		

We undertake, if our Bid is accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements.

If our Bid is accepted, we undertake to provide a performance security in the form, amounts, and within the times specified in the Bidding Documents.

We agree to abide by this Bid for the Bid Validity Period of 120 Calendar Days from the date of Opening of Bids and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your Notice of Award, shall be binding upon us.

We understand that you are not bound to accept the lowest or any Bid you may receive,

We certify/confirm that we comply with the eligibility requirements of the Bidding Documents.

Dated this _____ day of _____ 20_____.

Very Truly yours,

[signature]

[in the capacity of]

Duly authorized to sign Bid for and on behalf of _____

Contract Agreement Form

THIS AGREEMENT made the _____ day of _____ 20____ between [*name of PROCURING ENTITY*] of the Philippines (hereinafter called “the Entity”) of the one part and [*name of Supplier*] of [*city and country of Supplier*] (hereinafter called “the Supplier”) of the other part:

WHEREAS the Entity invited Bids for certain goods and ancillary services, viz., [*brief description of goods and services*] and has accepted a Bid by the Supplier for the supply of those goods and services in the sum of [*contract price in words and figures*] (hereinafter called “the Contract Price”).

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:
 - (a) the Bid Form and the Price Schedule submitted by the Bidder;
 - (b) the Schedule of Requirements;
 - (c) the Technical Specifications;
 - (d) the General Conditions of Contract;
 - (e) the Special Conditions of Contract; and
 - (f) the Entity’s Notification of Award.
3. In consideration of the payments to be made by the Entity to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Entity to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract
4. The Entity hereby covenants to pay the Supplier in consideration of the provision of the goods and services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the contract at the time and in the manner prescribed by the contract.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the laws of the Republic of the Philippines on the day and year first above written.

Signed, sealed, delivered by _____ the _____ (for the Entity)

Signed, sealed, delivered by _____ the _____ (for the Supplier).

Omnibus Sworn Statement

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT

I, *[Name of Affiant]*, of legal age, *[Civil Status]*, *[Nationality]*, and residing at *[Address of Affiant]*, after having been duly sworn in accordance with law, do hereby depose and state that:

1. **Select one, delete the other:**

If a sole proprietorship: I am the sole proprietor of *[Name of Bidder]* with office address at *[address of Bidder]*;

If a partnership, corporation, cooperative, or joint venture: I am the duly authorized and designated representative of *[Name of Bidder]* with office address at *[address of Bidder]*;

2. **Select one, delete the other:**

If a sole proprietorship: As the owner and sole proprietor of *[Name of Bidder]*, I have full power and authority to do, execute and perform any and all acts necessary to represent it in the bidding for *[Name of the Project]* of the *[Name of the Procuring Entity]*;

If a partnership, corporation, cooperative, or joint venture: I am granted full power and authority to do, execute and perform any and all acts necessary and/or to represent the *[Name of Bidder]* in the bidding as shown in the attached *[state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate issued by the corporation or the members of the joint venture)]*;

3. *[Name of Bidder]* is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board;

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. *[Name of Bidder]* is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. **Select one, delete the rest:**

If a sole proprietorship: I am not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

If a partnership or cooperative: None of the officers and members of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

If a corporation or joint venture: None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. *[Name of Bidder]* complies with existing labor laws and standards; and that it has NOT been adjudged by final judgment for non-compliance with such laws, including any violations involving its obligations with the Department of Labor and Employment (DOLE), Social Security System (SSS), the National Health Insurance Program (PhilHealth) and Home Development Mutual Fund (PagIbig);

8. *[Name of Bidder]* did not give or pay, directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity;

9. *[Name of Bidder]* is aware of and has undertaken the following responsibilities as a Bidder:

a) Carefully examine all of the Bidding Documents;

b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;

c) Conducted Site Inspection of all NFA installations covered by the contract to be bid;

- d) Made an estimate of the facilities available and needed for the contract to be bid, if any; and have firearms/equipment licensed in the name of the private security agency and ready for immediate deployment;
- e) Inquire or secure Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.

IN WITNESS WHEREOF, I have hereunto set my hand this __ day of ____, 20__ at _____, Philippines.

Bidder's Representative/Authorized Signatory

[JURAT]

* This form will not apply for WB funded projects.

**NET FINANCIAL CONTRACTING CAPACITY
(NFCC)**

Date:

To: **NATIONAL FOOD AUTHORITY**
Regional Office IX
Zamboanga City

Gentlemen and/or Ladies:

Hereunder is my/our Computation of Net Financial Contracting Capacity (NFCC) for the

Project: **Procurement of Voyage Chartering Services to Transfer Rice Stocks from Zamboanga City to Basilan, Jolo, Sulu and Tawi-Tawi**

**Statement of Net Financial Contracting Capacity
As of December 31, 2015**

Current Assets:

▪ Cash on Hand	-	P	xxx.00
▪ Cash in Bank	-		xxx.00
▪ Receivables/Investments	-		xxx.00
▪ Inventories	-		xxx.00

Total Current Assets			P xxx,xxx.00
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Less: Current Liabilities:

▪ Accrued Expenses Payable	-	P	xxx.00
▪ Taxes Payable	-		xxx.00
▪ Loans Payable (short-term)	-		xxx.00

Total Current Liabilities			P xx,xxx.00
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Net Working Capital			P xx,xxx.00
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Less:

Value of all outstanding or uncompleted portion of the Projects under on-going contracts, including awarded Contracts yet to be started coinciding with the Contract For this Project			xx,xxx.00
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Net Amount Derived			P xxx,xxx.00
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Multiplied by : Contract Duration of One (1) year for this Project			10
--	--	--	----

Derived NET FINANCIAL CONTRACTING CAPACITY			P xx,xxx,xxx.00
--	--	--	-----------------

Submitted by: _____
(Name of Bidder)

THE PHILIPPINES)
CITY OF _____) S.S.

BID-SECURING DECLARATION

Invitation to Bid/Request for Expression of Interest No. [Insert reference number]

To: [Insert name and address of the Procuring Entity]

I/We, the undersigned, declare that:

1. I/We understand that, according to your conditions, bids must be supported by a Bid Security, which may be in the form of a Bid-Securing Declaration.
2. I/We accept that: (a) I/we will be automatically disqualified from bidding for any contract with any procuring entity for a period of two (2) years upon receipt of your Blacklisting Order; and, (b) I/we will pay the applicable fine provided under Section 6 of the Guidelines on the Use of Bid Securing Declaration, **within fifteen (15) days from receipt of the written demand by the procuring entity for the commission of acts resulting to the enforcement of the bid securing declaration under Sections 23.1(b), 34.2, 40.1 and 69.1, except 69.1(f), of the IRR of RA 9184; without prejudice to other legal action the government may undertake.**
3. I/We understand that this Bid-Securing Declaration shall cease to be valid on the following circumstances:
 - a. (Upon expiration of the bid validity period, or any extension thereof pursuant to your request;
 - b. (I am/we are declared ineligible or post-disqualified upon receipt of your notice to such effect, and (i) I/we failed to timely file a request for reconsideration or (ii) I/we filed a waiver to avail of said right;
 - c. I am/we are declared as the bidder with the Lowest Calculated and Responsive Bid/Highest Rated and Responsive Bid, and I/we have furnished the performance security and signed the Contract.

1 Select one and delete the other.

2 Select one and delete the other. Adopt same instruction for similar terms throughout the document.

3 Issued by the GPPB through GPPB Resolution 15-2014 dated 20 June 2014.

4 Select one and delete the other.

IN WITNESS WHEREOF, I/We have hereunto set my/our hand/s this ____ day of [month] [year] at [place of execution].

[Insert NAME OF BIDDER'S
AUTHORIZED REPRESENTATIVE]

[Insert signatory's legal capacity]
Affiant

SUBSCRIBED AND SWORN to [place of execution], Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her [insert type of government identification card used], with his/her photograph and signature appearing thereon, with no. _____ and his/her Community Tax Certificate No. _____ issued on _____ at _____.

Witness my hand and seal this ____ day of [month] [year].

NAME OF NOTARY PUBLIC

Serial No. of Commission _____
Notary Public for _____ until _____
Roll of Attorneys No. _____
PTR No. __, [date issued], [place Issued]
IBP No. __, [date issued], [place issued]

Doc. No. ____
Page No. ____
Book No. ____
Series of ____

LIST OF NOMINATED VESSELS

Name of Vessel	Capacity in Bags	Vessel Owner
1.		
2.		
3.		
4.		
5.		
6.		

CERTIFIED CORRECT:

(Printed Name of Prospective Bidder)

(Printed Name of Signatory &
Signature above name)

(Position Title/Designation)

TECHNICAL BID FORM 1

THE BIDS AND AWARDS COMMITTEE

NFA – Region IX
Zamboanga City

Sirs and Madams,

After having examined the Bidding Documents including Bid Bulletins, as applicable, and complying with the Eligibility Requirements for this project / contract, we hereby declare to comply with the Schedule of Requirements as described in Section VI of the Bidding Documents

Name of Bidder

Signature of Bidder

Date

TECHNICAL BID FORM 2

THE BIDS AND AWARDS COMMITTEE

NFA – Region IX
Zamboanga City

Sirs and Madams,

After having examined the Bidding Documents including Bid Bulletins, as applicable, and complying with the Eligibility Requirements for this project / contract, we hereby declare to comply with the Technical Specifications as described in Section VII of the Bidding Documents

Name of Bidder

Signature of Bidder

Date

