

## Bid Notice Abstract



### Request for Quotation (RFQ)

Reference Number

3267191

Procuring Entity

BUREAU OF CORRECTIONS

Title

Rehabilitation and Rewiring of Old CCTV System

Area of Delivery

Metro Manila

Solicitation Number:

SAPP-022

Trade Agreement:

Implementing Rules and Regulations

Procurement Mode:

Negotiated Procurement - Small Value Procurement (Sec. 53.9)

Classification:

Goods

Category:

Information Technology

Approved Budget for the Contract:

PHP 300,000.00

Delivery Period:

90 Days

Client Agency:

Albern B Alcantara  
Buyer IV  
Supply Division,  
Bureau of Corrections  
Muntinlupa City  
Metro Manila  
Philippines 1776  
63-2-7722718  
63-2-8098587  
albern\_alcantara@yahoo.com

Description

Republic of the Philippines  
Department of Justice  
BUREAU OF CORRECTIONS  
City of Muntinlupa

REQUEST FOR QUOTATION (GOODS) #\_SAPP-022

PROJECT TITLE Rehabilitation and Rewiring of Old CCTV System

APPROVED BUDGET OF THE CONTRACT Php 300,000.00

Name of Company:

Address:

Business Permit No.:

TIN No.:

<b>Status</b>	Pending
<b>Associated Components</b>	1
<b>Bid Supplements</b>	0
<b>Document Request List</b>	0
<b>Date Published</b>	02/07/2015
<b>Last Updated / Time</b>	01/07/2015 14:06 PM
<b>Closing Date / Time</b>	10/07/2015 09:00 AM

Terms and Conditions

- a.) Bidders shall provide correct and accurate information required in this form.
- b.) Price quotation/s must be valid for a period of One Hundred Twenty (120) calendar days from the date of submission.
- c.) Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties and/or levies payable.
- d.) Quotations exceeding the Approved Budget for the Contract shall be rejected.
- e.) Award of contract shall be made to the lowest quotation (for goods and infrastructure) or, the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
- f.) Any alterations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
- g.) The item/s shall be delivered within ninety (90) calendar days from receipt of approved purchase order/Notice to Proceed.
- h.) The BuCor shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
- i.) Liquidated damages equivalent to one tenth of one percent (0.001%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The BuCor shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.
- j.) Bidders shall submit other LEGAL, TECHNICAL AND FINANCIAL documents as maybe required by the BAC once declared the LOWEST CALCULATED QUOTATION (LCQ).
- k.) Late submission of RFQ shall not be accepted.

BIDDERS STATEMENT OF COMPLIANCE TO TERMS & CONDITIONS:

Signature over Printed Name of Authorized Representative

RFQ # SAP-022  
DOCUMENTS REQUIRED TO BE SUBMITTED:

Class "A" Documents

- a.) Legal Documents
- a.1) Certified True Copy of valid & current DTI/SEC Registration
- a.2) Certified True Copy of valid & current Mayor's Permit/Business Permit
- a.3) Certified True Copy of Valid & Current Tax Clearance;

b.) Technical Documents

- b.1) Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid (ANNEX "A");
- b.2) Statement identifying the bidder's single largest completed contract similar to contract to be bid (ANNEX "B") w/ contract value of at least 25% of ABC.

c.) Financial Documents

- c.1.) Certified true copy of Audited Financial statements for 2014, which must include the following and stamped received by the Bureau of Internal Revenue
- a.) Independent Auditor's Report
- b.) Balance Sheet (Statement of Financial Position); and
- c.) Income Statement (Statement of comprehensive Income)
- d.) Notes to Financial Statement
- e.) Cash Flow

c.2) The prospective bidder's computation for its Net Financial Contracting Capacity (ANNEX "C")

- c.3) Latest Annual Tax Return must be attached to the NFCC computation that was filed thru Electronic Filing and Payment Systems (EFPS) and must be duly validated with the tax payments made thereon for the preceding Tax Year be it on a calendar of fiscal year income per Revenue Regulations 3-2005.

Class "B" Documents

- If applicable, the JVA in case of 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. (ANNEX "D")



!) In case the joint venture is not yet in existence, the submission of a valid JVA shall be within ten (10) calendar days from receipt by the bidder of the notice from the BAC that the bidder is the Lowest Calculated and Responsive Bid (Sec. 37.1.4 (a)(i)) Each partner of a joint venture agreement shall likewise submit the above stated legal documents. Submission of Technical Documents and Financial Documents by any of the joint venture partners constitutes compliance.

- Certified True Copy of valid and current PhilGeeps Registration
- Daily Notarized Omnibus Sworn Statement in accordance with Section 25.2(a)(iv) of the IRR of RA 9184 and using the form attached hereto as ANNEX "E"
- Daily notarized Special Power of Attorney - For sole proprietorship if owner opts to designate a representative/s
- Daily notarized Secretary's Certificate evidencing the authority of the designated representative/s, issued by the corporation, cooperative or the members of the joint venture.

OTHER REQUIREMENT AS THE CASE MAYBE:

Procurement of Medicine

a.) Certified True copy of Valid and Current License to Operate from Food and Drug Administration (FDA);

b.) Certified True Copy of Valid & Current Certification of Product Registration (CPR) of the items to be bid;

BIDDERS STATEMENT OF COMPLIANCE ON THE REQUIRED DOCUMENTS :

Signature over Printed Name of Authorized Representative

RFQ # SAP-022

GENERAL INSTRUCTIONS:

a.) Each Bidder shall submit the following in one (1) big envelope duly labeled containing two sets of envelopes:

First envelope must contain four (4) copies of Legal, Technical, Financial and duly conformed Technical Bid Form Documents (ANNEX "G", ANNEX "G-1", duly marked as "1st Copy", "2nd Copy", "3rd Copy" and "4th Copy"

Second envelope must contain four (4) copies of Financial Bid Documents (ANNEX "F") duly marked as "1st Copy", "2nd Copy", "3rd Copy" and "4th Copy"

b.) Pre-Submission shall be on July 7, 2015 at 9:00 A.M at the BAC/Secretariat Office

c.) Submission and Opening of Sealed RFQ shall be on July 10, 2015 at 9:00 AM same venue.

d.) Late Submission of RFQ shall not be accepted

BIDDERS STATEMENT OF COMPLIANCE ON THE GENERAL INSTRUCTIONS:

Signature over Printed Name of Authorized Representative

LARRY A. HARI  
OIC, Logistics Division

ANNEX "A"

Company Letterhead

Rehabilitation and Rewiring of Old CCTV System

Bid Reference # SAP-022

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. Name of client Name of Contract Date and status of contract Kinds of Goods Amount of contract Value of outstanding contracts Date of Delivery Purchase order Number/s or Date of Contract/s

CERTIFIED CORRECT:

Name and Signature of Authorized Representative

Position

Date

ANNEX "B"

(BIDDER'S COMPANY LETTERHEAD)

Rehabilitation and Rewiring of Old CCTV System

Bid Reference # SAPP-022

STATEMENT IDENTIFYING THE BIDDER'S SINGLE LARGEST COMPLETED CONTRACT SIMILAR TO CONTRACT TO BE BID (ANNEX "B") WITH CONTRACT VALUE OF AT LEAST 25% OF ABC

For purposes of this project, similar contracts shall refer to contracts involving supply and delivery of CCTV Cameras Name of client Name of Contract Date and status of contract kinds of Goods Amount of contract Value of outstanding contracts Date of Delivery Certified True Copy of Notice of Award or Invoice

Note: Attach Certificate of Completion and Performance Evaluation with a rating of at least "Very Satisfactory" per ANNEX B-1

CERTIFIED CORRECT:

Name & Signature of Authorized Representative

Position

Date

ANNEX "B-1"

(BIDDER'S CLIENT'S LETTERHEAD)

CERTIFICATE OF COMPLETION AND PERFORMANCE EVALUATION

• Bidder's Completed Single Largest Contract from Client per submitted Annex B:

This is to certify that (NAME OF BIDDER) has contracted, completed and performed with our company/agency the (NAME OF CONTRACT/WORKS)

Based on our evaluation, we give (NAME OF BIDDER) , a rating of;

EXCELLENT  
VERY SATISFACTORY  
SATISFACTORY  
POOR

Level of performance throughout the term of the contract based on the following performance criteria

- Quality of service delivered;
- Time management
- Management and suitability of personnel
- Contract administration and management; and
- Provision of regular progress reports

This Certification shall form part of the Technical Documentary Requirements in line with (Name of Bidder) participation in the Rehabilitation and Rewiring of Old CCTV System.

Issued this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, in \_\_\_\_\_, Philippines

\_\_\_\_\_  
Name of Company (Bidder's Client) Full Name of Authorized Representative

\_\_\_\_\_  
Address Signature of Authorized Representative

\_\_\_\_\_  
Tel. No ./Fax E-mail Address

ANNEX "C"

Company Letterhead

Rehabilitation and Rewiring of Old CCTV System

Bid Reference # SAPP-022

CERTIFICATE OF NET FINANCIAL CONTRACTING CAPACITY  
(Please show figures at how you arrived at the NFCC)

This is to certify that our NET FINANCIAL CONTRACTING CAPACITY (NFCC) is \_\_\_\_\_, which is at least equal to the total ceiling price we are bidding. The amount is computed as follows;