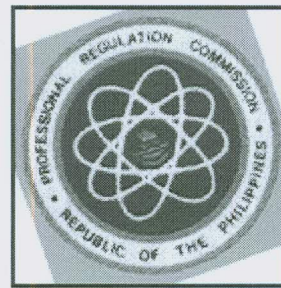




Bids and Awards Committee

Republic of the Philippines
Professional Regulation Commission
P. Paredes St., Sampaloc, Metro Manila
Tel.Fax: 310-0037



ARISTOGERSON T. GESMUNDO
Chairman

ARJAY R. ROSALES
Vice-Chairman

MARIA LIZA M. HERNANDEZ
Member

HENRIETTA P. MARVAEZ
Member

MARIE JANE L. EDQUID
Member

KAREN M. MAGSALIN
Provisional Member, Non-IT Projects

MARLON ANTHONY B. SANTIAGO
Provisional Member, IT Projects

SECRETARIAT:

ROMEL B. RUIZ
Secretary

MARGIERY D. DULIN
Member

GLENN I. PAJARON
Member

CHRISTOPHER A. MAYO
Member

LIEZEL F. BURAGA
Member

SECTION III. Bid Data Sheet

ITB Clause	
1.1	The Procuring Entity is the Professional Regulation Commission
1.2	<p>The name of the Project is Procurement of Office Supplies. This bidding shall cover two (2) contracts, particularly:</p> <p>Lot 1 – Brother Toner, TN 3448 (Original) compatible with Brother HL L6400DW High Volume Monochrome Laser Printer, with an approved budget for the contract of Six Million Six Hundred Thirty-Three Thousand Pesos (Php.6,633,000.00)</p> <p>Lot 2 -Colored Toner, HP CF 400A-403A (Original) compatible with HP PRO 200 M252DW Laser Printer, with an approved budget for the contract of Six Million Five Hundred Thirty-Eight Thousand Seven Hundred Sixteen Pesos (Php.6,538,716.00)</p> <p>Lot 3 - Bond Paper Substance 20 (8.5" x 13") compatible with PRC Collator Machine DP DC – 10/60 with an approved budget for the contract of One Million Five Hundred Four Thousand Seven Hundred Seventy-Five Pesos (Php.1,504,775.00)</p> <p>The identification or reference number of the Contract is: Lot 1 - ITB No. 017-04 Lot 2 - ITB No. 017-05 Lot 2 - ITB No. 017-06</p>
2	The Funding Source is the Government of the Philippines (GOP) through the General Appropriations Act of 2017 .
5.1	Bidding is restricted to eligible bidders as provided by 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 period specified in the Invitation to Bid and ITB Clause 12.1 a (iii), a single contract that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC.</p> <p>For this purpose, similar contracts shall refer to contracts for the Procurement of Office Supplies including Toners (Lot 1 -2), and Bond Papers (Lot 3).</p>
5.5	<p>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:</p> <p>NFCC = [(Current assets minus current liabilities) (15)] minus the value of all outstanding or uncompleted portions of the projects under going contracts, including awarded contracts yet to be started coinciding with the contract for this Project.</p> <p>The values of the domestic bidder's current assets and current liabilities shall be based on the latest Audited Financial Statements submitted to the BIR- for purposes of computing the foreign bidders' NFCC, the value of the current assets and current liabilities shall be based on their Audited Financial Statement prepared in accordance with international financial reporting standards.</p>



Bids and Awards Committee

Republic of the Philippines
Professional Regulation Commission
P. Paredes St., Sampaloc, Metro Manila
Tel.Fax: 310-0037



ARISTOCERSON T. GESMUNDO
Chairman

ARJAY ROSALES
Vice-Chairman

MARIA LIZA M. HERNANDEZ
Member

HENRIETTA P. MARVAEZ
Member

MARIE JANE L. EDQUID
Member

KAREN M. MAGSALIN
Provisional Member, Non-IT Projects

MARLON ANTHONY B. SANTIAGO
Provisional Member, IT Projects

SECRETARIAT:

ROMEL B. RUIZ
Secretary

MARGIERY D. DULIN
Member

GLENN I. PAJARON
Member

CHRISTOPHER A. MAYO
Member

LIEZEL F. BURAGA
Member

6.3	No further instructions.
7	No further instructions.
9.1 (a)	The Procuring Entity will hold a Pre-Bidding Conference for this project on February 17, 2017, 10:00 AM at the Conference Room, 2 nd Floor Main Building, P. Paredes St. Sampaloc, Manila.
10.1	The Procuring Entity's address is: PROFESSIONAL REGULATION COMMISSION P. Paredes St., Sampaloc, Metro Manila Contact Person: Mr. Romel B. Ruiz Telephone no. 310-0037
ELIGIBILITY CLASS "A" 12.1(a)	The Bids and Awards Committee hereby declares, the contrary notwithstanding, that it affirmatively requires the prospective Bidders to submit during the submission and opening of bids documents in addition to those provided by the ITB Clause no. 12.1. Those enumerated under BDS Clause 12.1 (a) (i-vi) shall form part of the Eligibility and Technical; Financial Requirements.
12.1(a) (i)	"No other acceptable proof of registration is recognized." The original/certified true copy of Certificate of Registration shall be submitted. <i>In case of an amendment of the name of the Corporate, bidders must submit the Certificate of Filing of amended Articles of Incorporation certifying therein the new name of the entity, SEC certification as to the amendment of the corporate name, if applicable, as well as a certificate of good standing.</i>
	Original/certified true copy of Articles of Incorporation and By-laws: The bidder must submit its Articles of Incorporation and By-laws which were originally submitted with the SEC under and all of its previous Corporate name and the succeeding amendments or series of amendments, if any. In case of an amendment of the name of Corporate, bidders must submit Certificate of Filing of amended Articles of Incorporation certifying therein the new name of the entity, SEC certification as to the amendment of the corporate name, if applicable, as well as a certificate of good standing.
12.1(a) (ii)	Original/certified true copy of valid and current Mayor's Permit/municipal license where the prospective Bidder's principal office is located. <i>In exceptional cases where the LGU concerned has not yet released the Mayor's Permit, Bidders in lieu of the valid Mayor's Permit may submit a substantial proof of renewal of Mayor's Permit, such as Official Receipt of payment.</i>
12.1(a) (iii)	The statement of all 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 from January 2016 up to the date of the submission and opening of bids. The statement shall include all information required in the PBDs prescribed by the GPPB; and
	The statement identifying the <u>single largest completed contract</u> similar to the contract to be bid for the period covering January 2016 up to the date of the submission and opening of bids , except under conditions provided for in Section 23.5.1.3 of the IRR.



Bids and Awards Committee

Republic of the Philippines
Professional Regulation Commission
P. Paredes St., Sampaloc, Metro Manila
Tel.Fax: 310-0037



ARISTOGERSON T. GESMUNDO
Chairman

ARJAY B. ROSALES
Vice-Chairman

MARIA LITA M. HERNANDEZ
Member

HENRIETTA P. MARVAEZ
Member

MARIE JANE L. EDQUID
Member

KAREN M. MAGSALIN
Provisional Member, Non-IT Projects

MARLON ANTHONY B. SANTIAGO
Provisional Member, IT Projects

SECRETARIAT:

ROMEL B. RUIZ
Secretary

MARGIERY D. DULIN
Member

GLENN I. PAJARON
Member

CHRISTOPHER A. MAYO
Member

LIEZEL F. BURAGA
Member

12.1(a) (iv)	Audited financial statements, stamped "received" by the Bureau of Internal Revenue (BIR) or its duly accredited and authorized institutions, for the preceding calendar year, which should not be earlier than two (2) years from bid submission.
12.1(a) (v)	For compliance with the financial eligibility requirement, the bidders in the alternative may submit NFCC computation in accordance with ITB Clause 5.5.
12.1 (a) (vi)	Latest Tax clearance per E. O. 398, Series of 2005, as finally reviewed and approved by the BIR shall only be accepted.
12.1(b) TECHNICAL	Bid Security.
	Conformity with technical specifications, as enumerated and specified in Sections VI and VII of the Bidding Documents
	Omnibus Sworn statement in accordance with Section 25.2(a)(viii) of the IRR of RA 9184 and using the form prescribed in the Philippine Bid Documents (PBD).
13.2 (a)	<p>The ABC for Lot 1 – Brother Toner, TN 3448 (Original) compatible with Brother HL L6400DW High Volume Monochrome Laser Printer, with an approved budget for the contract of Six Million Six Hundred Thirty-Three Thousand Pesos (Php.6,633,000.00) inclusive of all taxes.</p> <p>The ABC for Lot 2: Colored Toner, HP CF 400A-403A (Original) compatible with HP PRO 200 M252DW Laser Printer, with an approved budget for the contract of Six Million Five Hundred Thirty-Eight Thousand Seven Hundred Sixteen Pesos (Php.6,538,716.00) inclusive of all taxes.</p> <p>The ABC for Lot 3: Bond Paper Substance 20 (8.5" x 13") compatible with PRC Collator Machine DP DC – 10/60 with an approved budget for the contract of One Million Five Hundred Four Thousand Seven Hundred Seventy-Five Pesos (Php.1,504,775.00) inclusive of all taxes.</p> <p><i>Any bid with a financial component exceeding this amount shall not be accepted and will be disqualified.</i></p>
15.4 (a) (iii)	"No incidental services are required."
15.4 (b)	"No incidental services are required."
16.1 (b)	The bid prices for Goods supplied from outside the Philippines shall be quoted in Philippine peso.
16.3	Payment shall be made in Philippine peso.
17.1	Bids will be valid for one hundred twenty (120) calendar days from the date of Opening Of Bids.



Bids and Awards Committee

Republic of the Philippines
Professional Regulation Commission
P. Paredes St., Sampaloc, Metro Manila
Tel.Fax: 310-0037



ARISTOGERSON T. GESMUNDO
Chairman

ARJAY R. ROSALES
Vice-Chairman

MARIA LIZA M. HERNANDEZ
Member

HENRIETTA P. NARVAEZ
Member

MARIE JANE L. EDQUID
Member

KAREN M. MAGSALIN
Provisional Member, Non-IT Projects

MARLON ANTHONY B. SANTIAGO
Provisional Member, IT Projects

SECRETARIAT:

ROMEL B. RUIZ
Secretary

MARGIERY D. DULIN
Member

GLENN I. PAJARON
Member

CHRISTOPHER A. MAYO
Member

LIEZEL F. BURAGA
Member

18.1

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. For biddings conducted by LGUs, the cashier's/manager's check may be issued by other banks certified by the BSP as authorized to issue such financial instrument.	Two percent (2%)
(b) Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: <i>Provided, however, That it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank.</i> For biddings conducted by the LGUs, bank draft/guarantee, or irrevocable letter of credit may be issued by the banks certified by the BSP as authorized to issue such financial instrument.	
(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.	Five percent (5%)

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 shall be valid until the Lowest Calculated and Responsive Bidder has posted the appropriate Performance Security.



Bids and Awards Committee

Republic of the Philippines
Professional Regulation Commission
P. Paredes St., Sampaloc, Metro Manila
Tel.Fax: 310-0037



ARISTOGERSON T. GESMUNDO
Chairman

ARJAY R. ROSALES
Vice-Chairman

MARIA LIZA M. HERNANDEZ
Member

HENRIETTA F. DARVAEZ
Member

MARIE JANE L. EDQUID
Member

KAREN M. MAGSALIN
Provisional Member, Non-IT Projects

MARLON ANTHONY B. SANTIAGO
Provisional Member, IT Projects

SECRETARIAT:

ROMEL B. RUIZ
Secretary

MARGIERY D. DULIN
Member

GLENN I. PAJARON
Member

CHRISTOPHER A. MAYO
Member

LIEZEL F. BURAGA
Member

18.5 (a) (iv-xii)	<p><i>The following as additional grounds for forfeiture of bid security:</i></p> <ol style="list-style-type: none">1. Submission of eligibility requirements containing false information or falsified documents.2. 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.3. Allowing the use of one's name, or using the name of another for purposes of public bidding.4. 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.5. Refusal or failure to post the required performance security within the prescribed time.6. 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.7. Any documented unsolicited attempt by a bidder to unduly influence the outcome of the bidding in his favor.8. Failure of the potential joint venture partners to enter into the joint venture after the bid is declared as successful.9. 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.
19.1	<p>Bidders shall submit their bids through their duly authorized representative using the appropriate OFFICIAL FORMS on or before the deadline specified in the ITB Clauses 21.</p> <p>One (1) OFFICIAL BID ENVELOPE shall be prepared for the particular project.</p>
20.3	<p>Each Bidder shall submit <i>one (1) original and two (2) duplicate copies</i> of the first and second components of its bid. The envelopes should be signed and sealed.</p>
21 and 24.1	<p>The Submission of bids on or before March 1, 2017 at 10:00 AM at the BAC Office, 3rd Floor, PRC Annex Building and Opening of bids is on March 1, 2017, 10:00 AM at the Conference Room, 2nd Floor Main Building, P. Paredes St., Sampaloc, Manila.</p>
24.2	<p>No further instructions.</p>
27.1	<p>No further instructions.</p>
28.4	<p>No further instructions.</p>
29.2 (a)	<p>Only tax returns filed and taxes paid through the BIR Electronic Filing and Payment System (EFPS) shall be accepted.</p> <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>
29.2 (b)	<p>No further instructions.</p>
29.2 (c)	<p>No further instructions.</p>
32.4 (f)	<p>No further instructions.</p>



Bids and Awards Committee

Republic of the Philippines
Professional Regulation Commission
P. Paredes St., Sampaloc, Metro Manila
Tel.Fax: 310-0037



ARISTOGERSON T. GESMUNDO
Chairman

ARJAY B. ROSALES
Vice-Chairman

MARIA LISA M. HERNANDEZ
Member

HENRIETTA P. NARVAEZ
Member

MARIE JANE L. EDQUID
Member

KAREN M. MAGSALIN
Provisional Member, Non-IT Projects

MARLON ANTHONY B. SANTIAGO
Provisional Member, IT Projects

SECRETARIAT:

ROMEL B. RUIZ
Secretary

MARGIERY D. DULIN
Member

GLENN I. PAJARON
Member

CHRISTOPHER A. MAYO
Member

LIEZEL F. BURAGA
Member

33.2	<p><u>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:</u></p> <table><tr><th>Form of Performance Security</th><th>Amount of Performance Security (Not less than the required Percentage of the Total Contract Price)</th></tr><tr><td>(a) Cash or cashier's/manager's check issued by a Universal or Commercial Bank. For biddings conducted by the LGUs, the cashier's/manager's check may be issued by other banks certified by the BSP as authorized to issue such financial instrument.</td><td rowspan="2">Goods and Consulting Services - Five percent (5%) Infrastructure Project – Ten percent (10%)</td></tr><tr><td>(b) Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: <i>Provided, however, That it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank.</i> For biddings conducted by LGUs, bank draft/guarantee, or irrevocable letter of credit may be issued by other banks certified by the BSP as authorized to issue such financial instrument.</td></tr><tr><td>(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</td><td>Thirty percent (30%)</td></tr></table>	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. For biddings conducted by the LGUs, the cashier's/manager's check may be issued by other banks certified by the BSP as authorized to issue such financial instrument.	Goods and Consulting Services - Five percent (5%) Infrastructure Project – Ten percent (10%)	(b) Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: <i>Provided, however, That it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank.</i> For biddings conducted by LGUs, bank draft/guarantee, or irrevocable letter of credit may be issued by other banks certified by the BSP as authorized to issue such financial instrument.	(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%)
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. For biddings conducted by the LGUs, the cashier's/manager's check may be issued by other banks certified by the BSP as authorized to issue such financial instrument.	Goods and Consulting Services - Five percent (5%) Infrastructure Project – Ten percent (10%)							
(b) Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: <i>Provided, however, That it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank.</i> For biddings conducted by LGUs, bank draft/guarantee, or irrevocable letter of credit may be issued by other banks certified by the BSP as authorized to issue such financial instrument.								
(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%)							
34.2	<p>The effective date of the Contract is <i>on the date indicated in the Notice to Proceed.</i></p> <p>In case of tie, the Bids and Awards Committee shall immediately require the bidders to submit a new financial Bid, the ceiling of which will be the amount to which they were tied. The new bids shall be submitted on a date specified by the Bids and Awards Committee.</p>							