



Republic of the Philippines
PROVINCE OF LAUNION
City of San Fernando



Periodic Maintenance Services of PGLU Transportation Equipment (Framework Agreement)

ITB No. 2022-1-15FA

February 7, 2022

Table of Contents

Glossary of Acronyms, Terms, and Abbreviations	4
Section I. Invitation to Bid	7
Section II. Instructions to Bidders	10
1. Scope of Bid	11
2. Funding Information	11
3. Bidding Requirements	11
4. Corrupt, Fraudulent, Collusive, and Coercive Practices	11
5. Eligible Bidders	11
6. Origin of Goods	12
7. Subcontracts	12
8. Pre-Bid Conference	12
9. Clarification and Amendment of Bidding Documents	12
10. Documents comprising the Bid: Eligibility and Technical Components	12
11. Documents comprising the Bid: Financial Component	13
12. Bid Prices	13
13. Bid and Payment Currencies	14
14. Bid Security	14
15. Sealing and Marking of Bids	14
16. Deadline for Submission of Bids	15
17. Opening and Preliminary Examination of Bids	15
18. Domestic Preference	15
19. Detailed Evaluation and Comparison of Bids	15
20. Post-Qualification	16
21. Signing of the Contract	17
Section III. Bid Data Sheet	18
Section IV. General Conditions of Contract	20
1. Scope of Contract	21
2. Advance Payment and Terms of Payment	21
3. Performance Security	21
4. Inspection and Tests	21
5. Warranty	22
6. Liability of the Supplier	22
Section V. Special Conditions of Contract	23
Section VI. Framework Agreement List	26
Section VII. Technical Specifications	32
Section VIII. Checklist of Technical and Financial Documents	41
Section IX. Forms	44

Bid Form	45
Price Schedule	47
BID SECURING DECLARATION	60
Omnibus Sworn Statement	61
PERFORMANCE SECURING DECLARATION	64
FINANCIAL DOCUMENTS FOR ELIGIBILITY CHECK	65
STATEMENT OF ALL ONGOING GOVERNMENT AND PRIVATE CONTRACTS	66
STATEMENT IDENTIFYING BIDDER'S SINGLE LARGEST CONTRACT COMPLETED WITHIN THE YEAR 2019	67
SEALING AND MARKING OF BID ENVELOPES	68

Glossary of Acronyms, Terms, and Abbreviations

ABC – Approved Budget for the Contract.

BAC – Bids and Awards Committee.

Bid – A signed offer or proposal to undertake a contract submitted by a bidder in response to and in consonance with the requirements of the bidding documents. Also referred to as *Proposal* and *Tender*. (2016 revised IRR, Section 5[c])

Bidder – Refers to a contractor, manufacturer, supplier, distributor and/or consultant who submits a bid in response to the requirements of the Bidding Documents. (2016 revised IRR, Section 5[d])

Bidding Documents – The documents issued by the Procuring Entity as the bases for bids, furnishing all information necessary for a prospective bidder to prepare a bid for the Goods, Infrastructure Projects, and/or Consulting Services required by the Procuring Entity. (2016 revised IRR, Section 5[e])

BIR – Bureau of Internal Revenue.

BSP – Bangko Sentral ng Pilipinas.

Consulting Services – Refer to services for Infrastructure Projects and other types of projects or activities of the GOP requiring adequate external technical and professional expertise that are beyond the capability and/or capacity of the GOP to undertake such as, but not limited to: (i) advisory and review services; (ii) pre-investment or feasibility studies; (iii) design; (iv) construction supervision; (v) management and related services; and (vi) other technical services or special studies. (2016 revised IRR, Section 5[i])

CDA - Cooperative Development Authority.

Contract – Refers to the agreement entered into between the Procuring Entity and the Supplier or Manufacturer or Distributor or Service Provider for procurement of Goods and Services; Contractor for Procurement of Infrastructure Projects; or Consultant or Consulting Firm for Procurement of Consulting Services; as the case may be, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.

CIF – Cost Insurance and Freight.

CIP – Carriage and Insurance Paid.

CPI – Consumer Price Index.

DDP – Refers to the quoted price of the Goods, which means “delivered duty paid.”

DTI – Department of Trade and Industry.

EXW – Ex works.

FCA – “Free Carrier” shipping point.

FOB – “Free on Board” shipping point.

Foreign-funded Procurement or Foreign-Assisted Project– Refers to procurement whose funding source is from a foreign government, foreign or international financing institution as specified in the Treaty or International or Executive Agreement. (2016 revised IRR, Section 5[b]).

Framework Agreement – Refers to a written agreement between a procuring entity and a supplier or service provider that identifies the terms and conditions, under which specific purchases, otherwise known as “Call-Offs,” are made for the duration of the agreement. It is in the nature of an option contract between the procuring entity and the bidder(s) granting the procuring entity the option to either place an order for any of the goods or services identified in the Framework Agreement List or not buy at all, within a minimum period of one (1) year to a maximum period of three (3) years. (GPPB Resolution No. 27-2019)

GFI – Government Financial Institution.

GOCC – Government-owned and/or –controlled corporation.

Goods – Refer to all items, supplies, materials and general support services, except Consulting Services and Infrastructure Projects, which may be needed in the transaction of public businesses or in the pursuit of any government undertaking, project or activity, whether in the nature of equipment, furniture, stationery, materials for construction, or personal property of any kind, including non-personal or contractual services such as the repair and maintenance of equipment and furniture, as well as trucking, hauling, janitorial, security, and related or analogous services, as well as procurement of materials and supplies provided by the Procuring Entity for such services. The term “related” or “analogous services” shall include, but is not limited to, lease or purchase of office space, media advertisements, health maintenance services, and other services essential to the operation of the Procuring Entity. (2016 revised IRR, Section 5[r])

GOP – Government of the Philippines.

GPPB – Government Procurement Policy Board.

INCOTERMS – International Commercial Terms.

Infrastructure Projects – Include the construction, improvement, rehabilitation, demolition, repair, restoration or maintenance of roads and bridges, railways, airports, seaports, communication facilities, civil works components of information technology projects, irrigation, flood control and drainage, water supply, sanitation, sewerage and solid waste management systems, shore protection, energy/power and electrification facilities, national

buildings, school buildings, hospital buildings, and other related construction projects of the government. Also referred to as *civil works or works*. (2016 revised IRR, Section 5[u])

LGUs – Local Government Units.

NFCC – Net Financial Contracting Capacity.

NGA – National Government Agency.

PhilGEPS - Philippine Government Electronic Procurement System.

Procurement Project – refers to a specific or identified procurement covering goods, infrastructure project or consulting services. A Procurement Project shall be described, detailed, and scheduled in the Project Procurement Management Plan prepared by the agency which shall be consolidated in the procuring entity's Annual Procurement Plan. (GPPB Circular No. 06-2019 dated 17 July 2019)

PSA – Philippine Statistics Authority.

SEC – Securities and Exchange Commission.

SLCC – Single Largest Completed Contract.

Supplier – refers to a citizen, or any corporate body or commercial company duly organized and registered under the laws where it is established, habitually established in business and engaged in the manufacture or sale of the merchandise or performance of the general services covered by his bid. (Item 3.8 of GPPB Resolution No. 13-2019, dated 23 May 2019). Supplier as used in these Bidding Documents may likewise refer to a distributor, manufacturer, contractor, or consultant.

UN – United Nations.

Section I. Invitation to Bid



Republic of the Philippines
PROVINCE OF LAUNION
City of San Fernando



INVITATION TO BID FOR THE PERIODIC MAINTENANCE SERVICES OF PGLU TRANSPORTATION EQUIPMENT

1. The **Provincial Government of La Union (PGLU)**, using a single-year Framework Agreement, through the **PGLU Annual Budget CY 2022 (General Fund)** intends to apply the sum of **Seven Million Nine Hundred Forty-Eight Thousand Two Hundred Seventy-Six Pesos and Fifty-Nine Centavos Only (₱7,948,276.59)** being the ABC to payments under the contract. Bids received in excess of the ABC shall be automatically rejected.
2. The **PGLU** now invites bids for the Periodic Maintenance Services of PGLU Transportation Equipment. Delivery of the Goods shall be in accordance with the delivery schedule under Section VI. Bidders should have completed, within three (3) years from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).
3. Bidding will be conducted through open competitive bidding procedures using a non-discretionary “*pass/fail*” criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA No. 5183.

4. Prospective Bidders may obtain further information from the PGLU and inspect the Bidding Documents at the address given below during the following office hours:

8:00 AM to 4:30 PM	Monday to Thursday
8:00 AM to 12:00NN	Friday

5. A complete set of Bidding Documents may be acquired by interested Bidders on **February 7 – March 1, 2022** from the given address and website(s) below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **Ten Thousand Pesos (₱10,000.00)**. The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person.
6. The **PGLU** will hold a Pre-Bid Conference on **February 15, 2022 at 10:00 a.m. at the BAC Conference Room, Provincial Capitol, City of San Fernando, Province of La Union**, which shall be open to prospective bidders.

7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below on or before **March 1, 2022 at 9:59 a.m.** Late bids shall not be accepted.
8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 14.
9. Bid opening shall be on **March 1, 2022 at 10:00 AM** at the given address below. Bids will be opened in the presence of the bidders' representatives who choose to attend at the address below. Late bids shall not be accepted.
10. The **PGLU** reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
11. For further information, please refer to:

PGLU-BAC Secretariat
BAC Office, Provincial Capitol, Brgy. II
City of San Fernando, Province of La Union
Email Add: philgeps_baclu@yahoo.com
Telefax No. (072) 242-5550-loc 249

12. You may visit the following websites:

For downloading of Bidding Documents: <https://launion.gov.ph/goods-and-services/>

February 7, 2022

ENGR. RESSIE A. ESTRELLA
*Chairperson, Bids and Awards
Committee (BAC)*

Section II. Instructions to Bidders

1. Scope of Bid

The Procuring Entity, Provincial Government of La Union wishes to receive Bids for the **Periodic Maintenance Services of PGLU Transportation Equipment Vehicle**, with identification number **ITB No. 2022-1-15FA**.

The Procurement Project (referred to herein as “Project”) is composed of 1 lot, the details of which are described in Section VII (Technical Specifications).

2. Funding Information

- a. The GOP through the source of funding as indicated below for 2022 in the amount of **Seven Million Nine Hundred Forty-Eight Thousand Two Hundred Seventy-Six Pesos and Fifty-Nine Centavos Only (₱7,948,276.59)**.
- b. The source of funding is: LGUs, the proposed Local Expenditure Program

3. Bidding Requirements

The Bidding for the Project shall be governed by all the provisions of RA No. 9184 and its 2016 revised IRR, including its Generic Procurement Manuals and associated policies, rules and regulations as the primary source thereof, while the herein clauses shall serve as the secondary source thereof.

Any amendments made to the IRR and other GPPB issuances shall be applicable only to the ongoing posting, advertisement, or **IB** by the BAC through the issuance of a supplemental or bid bulletin.

The Bidder, by the act of submitting its Bid, shall be deemed to have verified and accepted the general requirements of this Project, including other factors that may affect the cost, duration and execution or implementation of the contract, project, or work and examine all instructions, forms, terms, and project requirements in the Bidding Documents.

4. Corrupt, Fraudulent, Collusive, and Coercive Practices

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. They or through an agent shall not engage in corrupt, fraudulent, collusive, coercive, and obstructive practices defined under Annex “I” of the 2016 revised IRR of RA No. 9184 or other integrity violations in competing for the Project.

5. Eligible Bidders

- 5.1. Only Bids of Bidders found to be legally, technically, and financially capable will be evaluated.
- 5.2. Foreign ownership limited to those allowed under the rules may participate in this Project.

- 5.3. Pursuant to Section 23.4.1.3 of the 2016 revised IRR of RA No.9184, the Bidder shall have an SLCC that is at least one (1) contract similar to the Project the value of which, adjusted to current prices using the PSA's CPI, must be at least equivalent to:
- a. For the procurement of Non-expendable Supplies and Services: The Bidder must have completed a single contract that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC.
- 5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.1 of the 2016 IRR of RA No. 9184.

6. Origin of Goods

There is no restriction on the origin of goods other than those prohibited by a decision of the UN Security Council taken under Chapter VII of the Charter of the UN, subject to Domestic Preference requirements under **ITB** Clause 18.

7. Subcontracts

- 7.1. The Bidder may subcontract portions of the Project to the extent allowed by the Procuring Entity as stated herein, but in no case more than twenty percent (20%) of the Project.

The Procuring Entity has prescribed that:

- a. Subcontracting is not allowed.

8. Pre-Bid Conference

The Procuring Entity will hold a pre-bid conference for this Project on the specified date and time and either at its physical address as indicated in paragraph 6 of the **IB**.

9. Clarification and Amendment of Bidding Documents

Prospective bidders may request for clarification on and/or interpretation of any part of the Bidding Documents. Such requests must be in writing and received by the Procuring Entity, either at its given address or through electronic mail indicated in the **IB**, at least ten (10) calendar days before the deadline set for the submission and receipt of Bids.

10. Documents comprising the Bid: Eligibility and Technical Components

- 10.1. The first envelope shall contain the eligibility and technical documents of the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
- 10.2. The Bidder's SLCC as indicated in **ITB** Clause 5.3 should have been completed within **three (3) years** prior to the deadline for the submission and receipt of bids.

- 10.3. If the eligibility requirements or statements, the bids, and all other documents for submission to the BAC are in foreign language other than English, it must be accompanied by a translation in English, which shall be authenticated by the appropriate Philippine foreign service establishment, post, or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines. Similar to the required authentication above, for Contracting Parties to the Apostille Convention, only the translated documents shall be authenticated through an apostille pursuant to GPPB Resolution No. 13-2019 dated 23 May 2019. The English translation shall govern, for purposes of interpretation of the bid.

11. Documents comprising the Bid: Financial Component

- 11.1. The second bid envelope shall contain the financial documents for the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
- 11.2. If the Bidder claims preference as a Domestic Bidder or Domestic Entity, a certification issued by DTI shall be provided by the Bidder in accordance with Section 43.1.3 of the 2016 revised IRR of RA No. 9184.
- 11.3. Any bid exceeding the ABC indicated in paragraph 1 of the **IB** shall not be accepted.
- 11.4. For Foreign-funded Procurement, a ceiling may be applied to bid prices provided the conditions are met under Section 31.2 of the 2016 revised IRR of RA No. 9184.

12. Bid Prices

12.1. 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);
 - ii. The cost of all customs duties and sales and other taxes already paid or payable;
 - iii. The cost of transportation, insurance, and other costs incidental to delivery of the Goods to their final destination; and
 - iv. 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 delivered duty paid (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, as listed in **Section VII. Technical Specifications**.

12.2 For Framework Agreement, the following should also apply in addition to Clause 12.1:

- a. For a single year Framework Agreement, the prices quoted by the Bidder shall be fixed during the Bidder's performance of the contract and not subject to variation or escalation on any account. Price schedules required under Clause 12.1 shall be submitted with the bidding documents.

- b. For a multi-year Framework Agreement, the prices quoted by the Bidder during submission of eligibility documents shall be the ceiling and the price quoted during mini- competition must not exceed the initial price offer. The price quoted during call for mini- competition shall be fixed during the Bidder's performance of that Call-off and not subject to variation or escalation on any account. Price schedules required under Clause 12.1 shall be submitted with the bidding documents.

13. Bid and Payment Currencies

13.1. For Goods that the Bidder will supply from outside the Philippines, the bid prices may be quoted in the local currency or tradeable currency accepted by the BSP at the discretion of the Bidder. 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.

13.2. Payment of the contract price shall be made in:

- a. Philippine Pesos.

14. Bid Security

14.1. The Bidder shall submit a Bid Securing Declaration or any form of Bid Security in the amount indicated in the **BDS**, which shall be not less than the percentage of the ABC in accordance with the schedule in the **BDS**.

14.2. The Bid and bid security shall be valid for 120 days. Any Bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

15. Sealing and Marking of Bids

Each Bidder shall submit two (2) copies of the first and second components of its Bid.

The Procuring Entity may request additional hard copies and/or electronic copies of the Bid. However, failure of the Bidders to comply with the said request shall not be a ground for disqualification.

If the Procuring Entity allows the submission of bids through online submission or any other electronic means, the Bidder shall submit an electronic copy of its Bid, which must be digitally signed. An electronic copy that cannot be opened or is corrupted shall be considered non-responsive and, thus, automatically disqualified.

16. Deadline for Submission of Bids

- 16.1. The Bidders shall submit on the specified date and time and either at its physical address or through online submission as indicated in paragraph 7 of the **IB**.
- 16.2. For multi-year Framework Agreement, the submission of bids shall be for the initial evaluation of their technical and financial eligibility. Thereafter, those declared eligible during the said initial eligibility evaluation and entered into a Framework Agreement with the Procuring Entity shall submit anew their best financial offer at the address and on or before the date and time indicated in the Call for each mini-competition.

17. Opening and Preliminary Examination of Bids

- 17.1. The BAC shall open the Bids in public at the time, on the date, and at the place specified in paragraph 9 of the **IB**. The Bidders' representatives who are present shall sign a register evidencing their attendance. In case videoconferencing, webcasting or other similar technologies will be used, attendance of participants shall likewise be recorded by the BAC Secretariat.

In case the Bids cannot be opened as scheduled due to justifiable reasons, the rescheduling requirements under Section 29 of the 2016 revised IRR of RA No. 9184 shall prevail.

- 17.2. The preliminary examination of bids shall be governed by Section 30 of the 2016 revised IRR of RA No. 9184.

18. Domestic Preference

- 18.1. The Procuring Entity will grant a margin of preference for the purpose of comparison of Bids in accordance with Section 43.1.2 of the 2016 revised IRR of RA No. 9184.
- 18.2. For multi-year Framework Agreement, determination of margin of preference shall be conducted every call for Mini-Competition.

19. Detailed Evaluation and Comparison of Bids

- 19.1. The Procuring Entity's Bids and Awards Committee shall immediately conduct a detailed evaluation of all Bids rated "*passed*," using non-discretionary pass/fail criteria. The Bids and Awards Committee shall consider the conditions

in the evaluation of Bids under Section 32.2 of the 2016 revised IRR of RA No. 9184.

- a. In the case of single-year Framework Agreement, the Lowest Calculated Bid shall be determined outright after the detailed evaluation;
 - b. For multi-year Framework Agreement, the determination of the eligibility and the compliance of bidders with the technical and financial aspects of the projects shall be initially made by the BAC, in accordance with Item 7.4.2 of the Guidelines on the Use of Framework Agreement.
- 19.2. If the Project allows partial bids, bidders may submit a proposal on any of the lots or items, and evaluation will be undertaken on a per lot or item basis, as the case maybe. In this case, the Bid Security as required by **ITB** Clause 15 shall be submitted for each lot or item separately.
- 19.3. The descriptions of the lots or items shall be indicated in Section VII. Technical Specifications, although the ABCs of these lots or items are indicated in the **BDS** for purposes of the NFCC computation pursuant to Section 23.4.2.6 of the 2016 revised IRR of RA No. 9184. The NFCC must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder.
- 19.4. The Project may be awarded as follows:
- Option 1 - One Project having several items that shall be awarded as one contract.
- 19.5. Except for bidders submitting a committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation, all Bids must include the NFCC computation pursuant to Section 23.4.1.4 of the 2016 revised IRR of RA No. 9184, which must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder. For bidders submitting the committed Line of Credit, it must be at least equal to ten percent (10%) of the ABCs for all the lots or items participated in by the prospective Bidder.

20. Post-Qualification

- 20.1 For multi-year Framework Agreement, all bidders initially determined to be eligible and financially compliant shall be subject to initial post-qualification. The BAC shall then recommend the execution of a Framework Agreement among all eligible, technically and financially compliant bidders and the Procuring Entity and shall be issued by HoPE a Notice to Execute Framework Agreement. The determination of the Lowest Calculated Bid (LCB) shall not be performed by the BAC until a Mini-Competition is conducted among the bidders who executed a Framework Agreement. When a Call for Mini-Competition is made, the BAC shall allow the bidders to submit their best financial proposals on such pre-scheduled date, time and place to determine the bidder with the LCB.
- 20.2 Within a non-extendible period of five (5) calendar days from receipt by the Bidder of the notice from the Bids and Awards Committee that it submitted the

Lowest Calculated Bid, or in the case of multi-year Framework Agreement, that it is one of the eligible bidders who have submitted bids that are found to be technically and financially compliant, the Bidder shall submit its latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment System (eFPS) and other appropriate licenses and permits required by law and stated in the BDS. For every mini-competition in Framework Agreement, the LCB shall likewise submit the required documents for final Post Qualification.

21. Signing of the Contract

- 21.1 The documents required in Section 37.2 of the 2016 revised IRR of RA No. 9184 shall form part of the Contract. Additional documents are indicated in the **BDS**.
- 21.2 At the same time as the Procuring Entity notifies the successful Bidder that its bid has been accepted, the Procuring Entity shall send the Framework Agreement Form to the Bidder, which contract has been provided in the Bidding Documents, incorporating therein all agreements between the parties.
- 21.3 Within ten (10) calendar days from receipt of the Notice to Execute Framework Agreement with the Procuring Entity, the successful Bidder or its duly authorized representative shall formally enter into a Framework Agreement with the procuring entity for an amount of One Peso to be paid to the procuring entity as a consideration for the option granted by the procuring entity to procure the items in the Framework Agreement List when the need arises.
- 21.4 The Procuring Entity shall enter into a Framework Agreement with the successful Bidder within the same ten (10) calendar day period provided that all the documentary requirements are complied with.
- 21.5 The following documents shall form part of the Framework Agreement:
 - a. Framework Agreement Form;
 - b. Bidding Documents;
 - c. Call-offs;
 - d. Winning bidder's bid, including the Technical and Financial Proposals, and all other documents/statements submitted (e.g., bidder's response to request for clarifications on the bid), including corrections to the bid, if any, resulting from the Procuring Entity's bid evaluation;
 - e. Performance Security or Performance Securing Declaration, as the case may be;
 - f. Notice to Execute Framework Agreement; and
 - g. Other contract documents that may be required by existing laws and/or specified in the BDS.

Section III. Bid Data Sheet

Bid Data Sheet

ITB Clause	
5.3	<p>For this purpose, contracts similar to the Project shall be:</p> <ul style="list-style-type: none"> a. Repair and Maintenance of Transport Vehicle b. Completed within three (3) years prior to the deadline for the submission and receipt of bids.
7.1	Subcontracting is not allowed.
14.1	The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts:
	<ul style="list-style-type: none"> a. The amount of not less than ₱158,965.53, if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or
	<ul style="list-style-type: none"> b. The amount of not less than ₱397,413.83, if bid security is in Surety Bond.
20.2	Document to be required during the Post-Qualification is the Latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment System (eFPS).
21.2	No other required documents relevant to the Project.

Section IV. General Conditions of Contract

1. Scope of Contract

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. All the provisions of RA No. 9184 and its 2016 revised IRR, including the Generic Procurement Manual, and associated issuances, constitute the primary source for the terms and conditions of the Contract, and thus, applicable in contract implementation. Herein clauses shall serve as the secondary source for the terms and conditions of the Contract.

This is without prejudice to Sections 74.1 and 74.2 of the 2016 revised IRR of RA No. 9184 allowing the GPPB to amend the IRR, which shall be applied to all procurement activities, the advertisement, posting, or invitation of which were issued after the effectivity of the said amendment.

Additional requirements for the completion of this Contract shall be provided in the **Special Conditions of Contract (SCC)**.

2. Advance Payment and Terms of Payment

- 2.1. Advance payment of the contract amount is provided under Annex “D” of the revised 2016 IRR of RA No. 9184.
- 2.2. The Procuring Entity is allowed to determine the terms of payment on the partial or staggered delivery of the Goods procured, provided such partial payment shall correspond to the value of the goods delivered and accepted in accordance with prevailing accounting and auditing rules and regulations. The terms of payment are indicated in the **SCC**.
- 2.3. For a single-year Framework Agreement, prices charged by the Supplier for Goods delivered and/or services performed under a Call-Off shall not vary from the prices quoted by the Supplier in its bid.
- 2.4. For multi-year Framework Agreement, prices charged by the Supplier for Goods delivered and/or services performed under a Call-Off shall not vary from the prices quoted by the Supplier during conduct of Mini-Competition.

3. Performance Security

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 Section 39 of the 2016 revised IRR of RA No. 9184. In the case of Framework Agreement, the Bidder may opt to furnish the performance security or a Performance Securing Declaration as defined under the Guidelines on the Use of Framework Agreement.

4. Inspection and Tests

The Procuring Entity or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Project specifications at no extra cost to the Procuring Entity in accordance with the Generic Procurement Manual. In addition to tests in the **SCC, Section IV (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.

All reasonable facilities and assistance for the inspection and testing of Goods, including access to drawings and production data, shall be provided by the Supplier to the authorized inspectors at no charge to the Procuring Entity.

5. Warranty

- 6.1. In order to assure that manufacturing defects shall be corrected by the Supplier, a warranty shall be required from the Supplier as provided under Section 62.1 of the 2016 revised IRR of RA No. 9184.
- 6.2. 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, repair or replace the defective Goods or parts thereof without cost to the Procuring Entity, pursuant to the Generic Procurement Manual.

6. Liability of the Supplier

The Supplier's liability under this Contract shall be as provided by the laws of the Republic of the Philippines.

If the Supplier is a joint venture, all partners to the joint venture shall be jointly and severally liable to the Procuring Entity.

Section V. Special Conditions of Contract

Special Conditions of Contract

GCC Clause	
1	<p>Delivery and Documents –</p> <p>For purposes of the Contract, “EXW,” “FOB,” “FCA,” “CIF,” “CIP,” “DDP” and other trade terms used to describe the obligations of the parties shall have the meanings assigned to them by the current edition of INCOTERMS published by the International Chamber of Commerce, Paris. The Delivery terms of this Contract shall be as follows:</p> <p>The delivery terms applicable to this Contract are delivered within the Province of La Union. Risk and title will pass from the Supplier to the Procuring Entity upon receipt and final acceptance of the Goods at their final destination.</p> <p>Delivery of the Goods and Services shall be made by the Supplier in accordance with the terms specified in Section VI (Framework Agreement List).</p> <p>For purposes of this Clause the Procuring Entity’s Representative at the Project Site is the PGLU Inspectorate Team.</p> <p>The Contract price for the Goods shall include the prices charged by the Supplier for incidental services and shall not exceed the prevailing rates charged to other parties by the Supplier for similar services.</p> <p>Incidental Services –</p> <p>The Supplier is required to provide all of the following services, including additional services, if any, specified in Section VI. Framework Agreement List:</p> <ol style="list-style-type: none"> a. performance or supervision or maintenance and/or repair of the supplied Goods, for a period of time agreed by the parties, provided that this service shall not relieve the Supplier of any warranty obligations under this Contract; <p>Spare Parts –</p> <p>The Supplier is required to provide all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the Supplier:</p> <ol style="list-style-type: none"> a. such spare parts as the Procuring Entity may elect to purchase from the Supplier, provided that this election shall not relieve the Supplier of any warranty obligations under this Contract; and

	b. Spare parts to be provided shall be genuine parts applicable to the vehicle being maintained.
2.2	The terms of payment shall be as follows: - Partial payment upon the submission of complete documentary requirements for billing after the completion and acceptance of every Call-Offs
4	The inspections and tests that will be conducted are: a. Completeness of the number of installed parts; and b. Functionality/operation test.

Section VI. Framework Agreement List

#	<i>Item / Service Type and nature of each item/service</i>	<i>Cost per item or service (in ₱)</i>	<i>Maximum Quantity</i>	<i>Total Cost per Item</i>
	Innova New			
1.	Drain Plug Gasket	53.76/piece	36	1,935.36
2.	Washer fluid	161.28/bottle	36	5,806.08
3.	Injector Cleaner	1,142.4/bottle	36	41,126.40
4.	Engine Flushing (Except 25k km)	855.68/bottle	36	30,804.48
5.	Oil Treatment	3,080.00/piece	72	221,760.00
6.	Change Oil (Engine Oil)	900.48/liter	288	259,338.24
7.	Oil Filter	712.32/piece	36	25,643.52
8.	Materials including Engine Wash	2,240.00/set	36	80,640.00
9.	Labor	3,202.08/lot	36	115,274.88
10.	Change Brake pad	3,767.68/set	10	37,676.80
11.	Wiper Rubber Rear	389.76/piece	20	7,795.20
12.	Wiper Rubber Front RH	551.04/piece	20	11,020.80
13.	Wiper Rubber Front LH	551.04/piece	20	11,020.80
14.	Tail Light/Brake Light	184.8/piece	20	3,696.00
15.	Stop Light	184.8/piece	20	3,696.00
16.	Head Light	1,456.00/piece	10	14,560.00
17.	Signal Light (Flasher)	184.8/piece	20	3,696.00
18.	Peanut Bulb	114.24/piece	20	2,284.80
19.	Aircare	3,920.00/set	10	39,200.00
20.	Aircon Filter	5,324.48/piece	10	53,244.80
21.	Sludgenizer (twice a year)	6,160.00/piece	8	49,280.00
	Innova Old			
22.	Drain Plug Gasket	53.76/piece	42	2,257.92
23.	Washer fluid	161.28/bottle	42	6,773.76
24.	Injector Cleaner	1,142.40/bottle	42	47,980.80
25.	Engine Flushing (Except 25k km)	855.68/bottle	42	35,938.56
26.	Oil Treatment	3,080.00/piece	84	258,720.00
27.	Change Oil (Engine Oil)	900.48/liter	294	264,741.12
28.	Oil Filter	712.32/piece	42	29,917.44
29.	Materials including Engine Wash	2,240.00/set	42	94,080.00
30.	Labor	6,720.00/lot	42	282,240.00
31.	Change Brake pad	2,570.40/set	11	28,274.40
32.	Wiper Rubber Rear	403.20/piece	22	8,870.40
33.	Wiper Rubber Front RH	551.04/piece	22	12,122.88
34.	Wiper Rubber Front LH	524.16/piece	22	11,531.52
35.	Tail Light/Brake Light	155.96/piece	22	3,431.12
36.	Stop Light	184.80/piece	22	4,065.60
37.	Head Light	1,456.00/piece	11	16,016.00
38.	Signal Light (Flasher)	184.80/piece	22	4,065.60
39.	Peanut Bulb	113.96/piece	22	2,507.12
40.	Aircare	3,920.00/set	11	43,120.00

#	<i>Item / Service Type and nature of each item/service</i>	<i>Cost per item or service (in ₱)</i>	<i>Maximum Quantity</i>	<i>Total Cost per Item</i>
41.	Aircon Filter	5,324.48/piece	11	58,569.28
42.	Sludgenizer (twice a year)	6,160.00/piece	11	67,670.00
43.	Manual Gear Oil	618.24/liter	4	62,823.00
44.	Diff Gear Oil	981.12/liter	4	39,979.00
45.	Change Oil (Steering Oil)	952.00/liter	4	8,926.00
46.	Brake Fluid	376.32/liter	24	13,248.00
47.	Automatic Transmission Fluid	627.2/liter	24	21,024.00
48.	General Aircon Cleaning with kooltech	14,560.00/set	6	5,100.00
49.	Air Filter	1,565.76/piece	12	4,032.00
50.	Fuel Filter	2,294.88/piece	24	13,440.00
51.	Timing Belt	11,844.56/piece	2	23,689.12
52.	Serpentine Belt	4,460.96/piece	2	8,921.92
53.	Fan and alt Belt	2,465.12/piece	4	9,860.48
54.	Compressor to crank	1,096.48/piece	2	2,192.96
55.	Rackened/Tierod	17,590.44/set	1	17,590.44
56.	Shock Absorber front	11,194.12/set	1	11,194.12
57.	Shock Absorber rear	2,499.28/set	1	2,499.28
	Hilux New			
58.	Drain Plug Gasket	53.76/piece	60	3,225.60
59.	Washer fluid	161.28/bottle	60	9,676.80
60.	Injector Cleaner	1,142.40/bottle	60	68,544.00
61.	Engine Flushing (Except 25k km)	855.68/bottle	60	51,340.80
62.	Oil Treatment	3,080.00/piece	120	369,600.00
63.	Change Oil (Engine Oil)	900.48/liter	480	432,230.40
64.	Oil Filter	712.32/piece	60	42,739.20
65.	Materials including Engine Wash	2,240.00/set	60	134,400.00
66.	Labor	3,202.08/lot	60	192,124.80
67.	Change Brake pad	4,771.20/set	15	71,568.00
68.	Wiper Rubber Front RH	551.04/piece	30	16,531.20
69.	Wiper Rubber Front LH	551.04/piece	30	16,531.20
70.	Tail Light/Brake Light	184.80/piece	30	5,544.00
71.	Stop Light	184.80/piece	30	5,544.00
72.	Head Light	1,456.00/piece	15	21,840.00
73.	Signal Light (Flasher)	184.80/piece	30	5,544.00
74.	Peanut Bulb	114.24/piece	30	3,427.20
75.	Aircare	3,920.00/set	15	58,800.00
76.	Aircon Filter	5,324.48/piece	15	79,867.20
77.	Sludgenizer (twice a year)	6,160.00/piece	14	86,240.00
78.	Manual Gear Oil	618.24/liter	28	17,310.72
79.	Diff Gear Oil	981.12/liter	28	27,471.36
80.	Change Oil (Steering Oil)	952.00/liter	7	6,664.00
81.	Brake Fluid	376.32/liter	14	5,268.48
82.	Automatic Transmission Fluid	627.20/liter	28	17,561.60

#	<i>Item / Service Type and nature of each item/service</i>	<i>Cost per item or service (in ₱)</i>	<i>Maximum Quantity</i>	<i>Total Cost per Item</i>
83.	General Aircon Cleaning with kooltech	14,560.00/set	7	101,920.00
84.	Air Filter	1,565.76/piece	7	10,960.32
85.	Fuel Filter	2,294.88/piece	7	16,064.16
86.	Serpentine Belt	4,444.72/piece	7	31,113.04
87.	Fan and alt Belt	2,465.12/piece	14	34,511.68
88.	Compressor to crank	1,096.48/piece	7	7,675.36
	Hilux Old			
89.	Drain Plug Gasket	53.76/pcs	67	3,601.92
90.	Washer fluid	161.28/bottle	67	10,805.76
91.	Injector Cleaner	1,142.40/bottle	67	76,540.80
92.	Engine Flushing (Except 25k km)	855.68/bottle	67	57,330.56
93.	Oil Treatment	3,080.00/pcs	134	412,720.00
94.	Change Oil (Engine Oil)	900.48/liter	469	422,325.12
95.	Oil Filter	712.32/pcs	67	47,725.44
96.	Materials including Engine Wash	2,240.00/set	67	150,080.00
97.	Labor	6,720.00/lot	67	450,240.00
98.	Change Brake pad	3,548.16/set	19	67,415.04
99.	Wiper Rubber Front RH	551.04/piece	38	20,939.52
100.	Wiper Rubber Front LH	551.04/piece	38	20,939.52
101.	Tail Light/Brake Light	184.80/piece	38	7,022.40
102.	Stop Light	184.80/piece	38	7,022.40
103.	Head Light	1,456.00/piece	19	27,664.00
104.	Signal Light (Flasher)	184.80/piece	38	7,022.40
105.	Peanut Bulb	114.24/piece	38	4,341.12
106.	Aircare	3,920.00/set	19	74,480.00
107.	Aircon Filter	5,324.48/piece	19	101,165.12
108.	Sludgenizer (twice a year)	6,160.00/piece	14	86,240.00
109.	Manual Gear Oil	618.24/liter	16	9,891.84
110.	Diff Gear Oil	981.12/liter	16	15,697.92
111.	Change Oil (Steering Oil)	952.00/liter	4	3,808.00
112.	Brake Fluid	376.32/liter	8	3,010.56
113.	Automatic Transmission Fluid	627.20/liter	16	10,035.20
114.	General Aircon Cleaning with kooltech	14,560.00/set	4	58,240.00
115.	Air Filter	1,565.76/piece	4	6,263.04
116.	Fuel Filter	2,294.88/piece	4	9,179.52
117.	Timing Belt	11,863.60/piece	3	35,590.80
118.	Serpentine Belt	4,444.72/piece	3	13,334.16
119.	Fan and alt Belt	2,465.12/piece	6	14,790.72
120.	Compressor to crank	1,096.48/piece	3	3,289.44
121.	Rackened/Tierod	21,391.45/set	2	42,782.90
122.	Shock Absorber front	2,177.28/set	2	4,354.56
123.	Shock Absorber rear	2,499.28/set	2	4,998.56
	Prado			

#	<i>Item / Service Type and nature of each item/service</i>	<i>Cost per item or service (in ₱)</i>	<i>Maximum Quantity</i>	<i>Total Cost per Item</i>
124.	Drain Plug Gasket	53.76/pcs	4	215.04
125.	Washer fluid	161.28/bottle	4	645.12
126.	Injector Cleaner	1,142.40/bottle	4	4,569.60
127.	Engine Flushing (Except 25k km)	855.68/bottle	4	3,422.72
128.	Oil Treatment	3,080.00/pcs	8	24,640.00
129.	Change Oil (Engine Oil)	900.48/liter	28	25,213.44
130.	Oil Filter	712.32/pcs	4	2,849.28
131.	Materials including Engine Wash	2,240.00/set	4	8,960.00
132.	Labor	6,720.00/lot	4	26,880.00
133.	Change Brake pad	3,548.16/set	1	3,548.16
134.	Wiper Rubber Front RH	551.04/piece	2	1,102.08
135.	Wiper Rubber Front LH	551.04/piece	2	1,102.08
136.	Tail Light/Brake Light	184.80/piece	2	369.60
137.	Stop Light	184.80/piece	2	369.60
138.	Head Light	1,456.00/piece	1	1,456.00
139.	Signal Light (Flasher)	184.80/piece	2	369.60
140.	Peanut Bulb	114.24/piece	2	228.48
141.	Aircare	3,920.00/set	1	3,920.00
142.	Aircon Filter	5,324.48/piece	1	5,324.48
143.	Sludgenizer (twice a year)	6,160.00/piece	1	6,160.00
144.	Manual Gear Oil	618.24/liter	4	2,472.96
145.	Diff Gear Oil	981.12/liter	4	3,924.48
146.	Change Oil (Steering Oil)	952.00/liter	1	952.00
147.	Brake Fluid	376.32/liter	2	752.64
148.	Automatic Transmission Fluid	627.20/liter	4	2,508.80
149.	General Aircon Cleaning with kooltech	14,560.00/set	1	14,560.00
150.	Air Filter	1,565.76/piece	1	1,565.76
151.	Fuel Filter	2,294.88/piece	1	2,294.88
	Rav4			
152.	Drain Plug Gasket	53.76/pcs	5	268.80
153.	Washer fluid	161.28/bottle	5	806.40
154.	Injector Cleaner	1,142.40/bottle	5	5,712.00
155.	Engine Flushing (Except 25k km)	855.68/bottle	5	4,278.40
156.	Oil Treatment	3,080.00/pcs	10	30,800.00
157.	Change Oil (Engine Oil)	900.48/liter	35	31,516.80
158.	Oil Filter	712.32/pcs	5	3,561.60
159.	Materials including Engine Wash	2,240.00/set	5	11,200.00
160.	Labor	6,720.00/lot	5	33,600.00
161.	Change Brake pad	3,548.16/set	1	3,548.16
162.	Wiper Rubber Front RH	551.04/piece	2	1,102.08
163.	Wiper Rubber Front LH	551.04/piece	2	1,102.08
164.	Tail Light/Brake Light	184.80/piece	2	369.60
165.	Stop Light	184.80/piece	2	369.60
166.	Head Light	1,456.00/piece	1	1,456.00

#	Item / Service Type and nature of each item/service	Cost per item or service (in ₱)	Maximum Quantity	Total Cost per Item
167.	Signal Light (Flasher)	184.80/piece	2	369.60
168.	Peanut Bulb	114.24/piece	2	228.48
169.	Aircare	3,920.00/set	1	3,920.00
170.	Aircon Filter	5,324.48/piece	1	5,324.48
171.	Sludgenizer (twice a year)	6,160.00/piece	1	6,160.00
	Grandia			
172.	Drain Plug Gasket	53.76/pcs	24	1,290.24
173.	Washer fluid	161.28/bottle	24	3,870.72
174.	Injector Cleaner	1,142.40/bottle	24	27,417.60
175.	Engine Flushing (Except 25k km)	855.68/bottle	24	20,536.32
176.	Oil Treatment	3,080.00/pcs	48	147,840.00
177.	Change Oil (Engine Oil)	900.48/liter	168	151,280.64
178.	Oil Filter	712.32/pcs	24	17,095.68
179.	Materials including Engine Wash	2,240.00/set	24	53,760.00
180.	Labor	6,720.00/lot	24	161,280.00
181.	Change Brake pad	3,548.16/set	8	28,385.28
182.	Wiper Rubber Front RH	551.04/piece	16	8,816.64
183.	Wiper Rubber Front LH	551.04/piece	16	8,816.64
184.	Tail Light/Brake Light	184.80/piece	16	2,956.80
185.	Stop Light	184.80/piece	16	2,956.80
186.	Head Light	1,456.00/piece	8	11,648.00
187.	Signal Light (Flasher)	184.80/piece	16	2,956.80
188.	Peanut Bulb	114.24/piece	16	1,827.84
189.	Aircare	3,920.00/set	8	31,360.00
190.	Aircon Filter	5,324.48/piece	8	42,595.84
191.	Sludgenizer (twice a year)	6,160.00/piece	4	24,640.00
192.	Manual Gear Oil	618.24/liter	8	4,945.92
193.	Diff Gear Oil	981.12/liter	8	7,848.96
194.	Change Oil (Steering Oil)	952.00/liter	2	1,904.00
195.	Brake Fluid	376.32/liter	4	1,505.28
196.	Automatic Transmission Fluid	627.20/liter	8	5,017.60
197.	General Aircon Cleaning with kooltech	14,560.00/set	2	29,120.00
198.	Air Filter	1,565.76/piece	2	3,131.52
199.	Fuel Filter	2,294.88/piece	2	4,589.76
200.	Timing Belt	11,863.60/piece	1	11,863.60
201.	Serpentine Belt	4,444.72/piece	1	4,444.72
202.	Fan and alt Belt	2,465.12/piece	2	4,930.24
203.	Compressor to crank	1,096.48/piece	1	1,096.48
204.	Rackened/Tierod	21,391.45/set	1	21,391.45
205.	Shock Absorber front	2,177.28/set	1	2,177.28
206.	Shock Absorber rear	2,499.28/set	1	2,499.28
	Coaster			
207.	Drain Plug Gasket	53.76/pcs	4	215.04
208.	Washer fluid	161.28/bottle	4	645.12

#	<i>Item / Service Type and nature of each item/service</i>	<i>Cost per item or service (in ₱)</i>	<i>Maximum Quantity</i>	<i>Total Cost per Item</i>
209.	Injector Cleaner	1,142.40/bottle	4	4,569.60
210.	Engine Flushing (Except 25k km)	855.68/bottle	4	3,422.72
211.	Oil Treatment	3,080.00/pcs	8	24,640.00
212.	Change Oil (Engine Oil)	900.48/liter	28	25,213.44
213.	Oil Filter	712.32/pcs	4	2,849.28
214.	Materials including Engine Wash	2,240.00/set	4	8,960.00
215.	Labor	6,720.00/lot	4	26,880.00
216.	Change Brake pad	3,548.16/set	1	3,548.16
217.	Wiper Rubber Front RH	551.04/piece	2	1,102.08
218.	Wiper Rubber Front LH	551.04/piece	2	1,102.08
219.	Tail Light/Brake Light	184.80/piece	2	369.60
220.	Stop Light	184.80/piece	2	369.60
221.	Head Light	1,456.00/piece	1	1,456.00
222.	Signal Light (Flasher)	184.80/piece	2	369.60
223.	Peanut Bulb	114.24/piece	2	228.48
224.	Aircare	3,920.00/set	1	3,920.00
225.	Aircon Filter	5,324.48/piece	1	5,324.48
<i>TOTAL (Approved Budget for the Contract)</i>				<i>₱7,948,276.59</i>
Expected delivery timeframe after receipt of a Call-Off.		Within thirty (30) calendar days upon receipt of Call-off.		
Remarks		Call-offs must be in accordance with this Framework Agreement List		
		Payment shall be based on the actual services rendered.		
<i>SIGNATURE OVER PRINTED NAME</i>		<i>POSITION</i>	<i>DEPARTMENT/DIVISION</i>	

Section VII. Technical Specifications

Technical Specifications

<i>Item/Service</i>		<i>Maximum Quantity</i>	<i>Technical Specifications/Scope of Work</i>	<i>Statement of Compliance¹</i>
	Innova New			
1.	Drain Plug Gasket	36	Toyota Genuine/Recommended Parts/Materials	
2.	Washer fluid	36	Toyota Genuine/Recommended Parts/Materials	
3.	Injector Cleaner	36	Toyota Genuine/Recommended Parts/Materials	
4.	Engine Flushing (Except 25k km)	36	Toyota Genuine/Recommended Parts/Materials	
5.	Oil Treatment	72	Toyota Genuine/Recommended Parts/Materials	
6.	Change Oil (Engine Oil)	288	Toyota Genuine/Recommended Parts/Materials	
7.	Oil Filter	36	Toyota Genuine/Recommended Parts/Materials	
8.	Materials including Engine Wash	36	Toyota Genuine/Recommended Parts/Materials	
9.	Labor	36	Toyota Genuine/Recommended Parts/Materials	
10.	Change Brake pad	10	Toyota Genuine/Recommended Parts/Materials	
11.	Wiper Rubber Rear	20	Toyota Genuine/Recommended Parts/Materials	
12.	Wiper Rubber Front RH	20	Toyota Genuine/Recommended Parts/Materials	
13.	Wiper Rubber Front LH	20	Toyota Genuine/Recommended Parts/Materials	
14.	Tail Light/Brake Light	20	Toyota Genuine/Recommended Parts/Materials	
15.	Stop Light	20	Toyota Genuine/Recommended Parts/Materials	
16.	Head Light	10	Toyota Genuine/Recommended Parts/Materials	
17.	Signal Light (Flasher)	20	Toyota Genuine/Recommended Parts/Materials	
18.	Peanut Bulb	20	Toyota Genuine/Recommended Parts/Materials	
19.	Aircare	10	Toyota Genuine/Recommended Parts/Materials	
20.	Aircon Filter	10	Toyota Genuine/Recommended Parts/Materials	
21.	Sludgenizer (twice a year)	8	Toyota Genuine/Recommended Parts/Materials	
	Innova Old			
22.	Drain Plug Gasket	42	Toyota Genuine/Recommended Parts/Materials	
23.	Washer fluid	42	Toyota Genuine/Recommended Parts/Materials	

¹ Bidders must state here either “Comply” or “Not Comply” against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of “Comply” or “Not Comply” must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer’s un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidder’s statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution.

24.	Injector Cleaner	42	Toyota Genuine/Recommended Parts/Materials	
25.	Engine Flushing (Except 25k km)	42	Toyota Genuine/Recommended Parts/Materials	
26.	Oil Treatment	84	Toyota Genuine/Recommended Parts/Materials	
27.	Change Oil (Engine Oil)	294	Toyota Genuine/Recommended Parts/Materials	
28.	Oil Filter	42	Toyota Genuine/Recommended Parts/Materials	
29.	Materials including Engine Wash	42	Toyota Genuine/Recommended Parts/Materials	
30.	Labor	42	Toyota Genuine/Recommended Parts/Materials	
31.	Change Brake pad	11	Toyota Genuine/Recommended Parts/Materials	
32.	Wiper Rubber Rear	22	Toyota Genuine/Recommended Parts/Materials	
33.	Wiper Rubber Front RH	22	Toyota Genuine/Recommended Parts/Materials	
34.	Wiper Rubber Front LH	22	Toyota Genuine/Recommended Parts/Materials	
35.	Tail Light/Brake Light	22	Toyota Genuine/Recommended Parts/Materials	
36.	Stop Light	22	Toyota Genuine/Recommended Parts/Materials	
37.	Head Light	11	Toyota Genuine/Recommended Parts/Materials	
38.	Signal Light (Flasher)	22	Toyota Genuine/Recommended Parts/Materials	
39.	Peanut Bulb	22	Toyota Genuine/Recommended Parts/Materials	
40.	Aircare	11	Toyota Genuine/Recommended Parts/Materials	
41.	Aircon Filter	11	Toyota Genuine/Recommended Parts/Materials	
42.	Sludgenizer (twice a year)	11	Toyota Genuine/Recommended Parts/Materials	
43.	Manual Gear Oil	4	Toyota Genuine/Recommended Parts/Materials	
44.	Diff Gear Oil	4	Toyota Genuine/Recommended Parts/Materials	
45.	Change Oil (Steering Oil)	4	Toyota Genuine/Recommended Parts/Materials	
46.	Brake Fluid	24	Toyota Genuine/Recommended Parts/Materials	
47.	Automatic Transmission Fluid	24	Toyota Genuine/Recommended Parts/Materials	
48.	General Aircon Cleaning with kooltech	6	Toyota Genuine/Recommended Parts/Materials	
49.	Air Filter	12	Toyota Genuine/Recommended Parts/Materials	
50.	Fuel Filter	24	Toyota Genuine/Recommended Parts/Materials	
51.	Timing Belt	2	Toyota Genuine/Recommended Parts/Materials	
52.	Serpentine Belt	2	Toyota Genuine/Recommended Parts/Materials	
53.	Fan and alt Belt	4	Toyota Genuine/Recommended Parts/Materials	
54.	Compressor to crank	2	Toyota Genuine/Recommended Parts/Materials	
55.	Rackened/Tierod	1	Toyota Genuine/Recommended Parts/Materials	
56.	Shock Absorber front	1	Toyota Genuine/Recommended Parts/Materials	

57.	Shock Absorber rear	1	Toyota Genuine/Recommended Parts/Materials	
	Hilux New			
58.	Drain Plug Gasket	60	Toyota Genuine/Recommended Parts/Materials	
59.	Washer fluid	60	Toyota Genuine/Recommended Parts/Materials	
60.	Injector Cleaner	60	Toyota Genuine/Recommended Parts/Materials	
61.	Engine Flushing (Except 25k km)	60	Toyota Genuine/Recommended Parts/Materials	
62.	Oil Treatment	120	Toyota Genuine/Recommended Parts/Materials	
63.	Change Oil (Engine Oil)	480	Toyota Genuine/Recommended Parts/Materials	
64.	Oil Filter	60	Toyota Genuine/Recommended Parts/Materials	
65.	Materials including Engine Wash	60	Toyota Genuine/Recommended Parts/Materials	
66.	Labor	60	Toyota Genuine/Recommended Parts/Materials	
67.	Change Brake pad	15	Toyota Genuine/Recommended Parts/Materials	
68.	Wiper Rubber Front RH	30	Toyota Genuine/Recommended Parts/Materials	
69.	Wiper Rubber Front LH	30	Toyota Genuine/Recommended Parts/Materials	
70.	Tail Light/Brake Light	30	Toyota Genuine/Recommended Parts/Materials	
71.	Stop Light	30	Toyota Genuine/Recommended Parts/Materials	
72.	Head Light	15	Toyota Genuine/Recommended Parts/Materials	
73.	Signal Light (Flasher)	30	Toyota Genuine/Recommended Parts/Materials	
74.	Peanut Bulb	30	Toyota Genuine/Recommended Parts/Materials	
75.	Aircare	15	Toyota Genuine/Recommended Parts/Materials	
76.	Aircon Filter	15	Toyota Genuine/Recommended Parts/Materials	
77.	Sludgenizer (twice a year)	14	Toyota Genuine/Recommended Parts/Materials	
78.	Manual Gear Oil	28	Toyota Genuine/Recommended Parts/Materials	
79.	Diff Gear Oil	28	Toyota Genuine/Recommended Parts/Materials	
80.	Change Oil (Steering Oil)	7	Toyota Genuine/Recommended Parts/Materials	
81.	Brake Fluid	14	Toyota Genuine/Recommended Parts/Materials	
82.	Automatic Transmission Fluid	28	Toyota Genuine/Recommended Parts/Materials	
83.	General Aircon Cleaning with kooltech	7	Toyota Genuine/Recommended Parts/Materials	
84.	Air Filter	7	Toyota Genuine/Recommended Parts/Materials	
85.	Fuel Filter	7	Toyota Genuine/Recommended Parts/Materials	
86.	Serpentine Belt	7	Toyota Genuine/Recommended Parts/Materials	
87.	Fan and alt Belt	14	Toyota Genuine/Recommended Parts/Materials	
88.	Compressor to crank	7	Toyota Genuine/Recommended Parts/Materials	

	Hilux Old		Toyota Genuine/Recommended Parts/Materials	
89.	Drain Plug Gasket	67	Toyota Genuine/Recommended Parts/Materials	
90.	Washer fluid	67	Toyota Genuine/Recommended Parts/Materials	
91.	Injector Cleaner	67		
92.	Engine Flushing (Except 25k km)	67	Toyota Genuine/Recommended Parts/Materials	
93.	Oil Treatment	134	Toyota Genuine/Recommended Parts/Materials	
94.	Change Oil (Engine Oil)	469	Toyota Genuine/Recommended Parts/Materials	
95.	Oil Filter	67	Toyota Genuine/Recommended Parts/Materials	
96.	Materials including Engine Wash	67	Toyota Genuine/Recommended Parts/Materials	
97.	Labor	67	Toyota Genuine/Recommended Parts/Materials	
98.	Change Brake pad	19	Toyota Genuine/Recommended Parts/Materials	
99.	Wiper Rubber Front RH	38	Toyota Genuine/Recommended Parts/Materials	
100.	Wiper Rubber Front LH	38	Toyota Genuine/Recommended Parts/Materials	
101.	Tail Light/Brake Light	38	Toyota Genuine/Recommended Parts/Materials	
102.	Stop Light	38	Toyota Genuine/Recommended Parts/Materials	
103.	Head Light	19	Toyota Genuine/Recommended Parts/Materials	
104.	Signal Light (Flasher)	38	Toyota Genuine/Recommended Parts/Materials	
105.	Peanut Bulb	38	Toyota Genuine/Recommended Parts/Materials	
106.	Aircare	19	Toyota Genuine/Recommended Parts/Materials	
107.	Aircon Filter	19	Toyota Genuine/Recommended Parts/Materials	
108.	Sludgenizer (twice a year)	14	Toyota Genuine/Recommended Parts/Materials	
109.	Manual Gear Oil	16	Toyota Genuine/Recommended Parts/Materials	
110.	Diff Gear Oil	16	Toyota Genuine/Recommended Parts/Materials	
111.	Change Oil (Steering Oil)	4	Toyota Genuine/Recommended Parts/Materials	
112.	Brake Fluid	8	Toyota Genuine/Recommended Parts/Materials	
113.	Automatic Transmission Fluid	16	Toyota Genuine/Recommended Parts/Materials	
114.	General Aircon Cleaning with kooltech	4	Toyota Genuine/Recommended Parts/Materials	
115.	Air Filter	4	Toyota Genuine/Recommended Parts/Materials	
116.	Fuel Filter	4	Toyota Genuine/Recommended Parts/Materials	
117.	Timing Belt	3	Toyota Genuine/Recommended Parts/Materials	
118.	Serpentine Belt	3	Toyota Genuine/Recommended Parts/Materials	
119.	Fan and alt Belt	6	Toyota Genuine/Recommended Parts/Materials	
120.	Compressor to crank	3	Toyota Genuine/Recommended Parts/Materials	

121.	Rackened/Tierod	2	Toyota Genuine/Recommended Parts/Materials	
122.	Shock Absorber front	2	Toyota Genuine/Recommended Parts/Materials	
123.	Shock Absorber rear	2	Toyota Genuine/Recommended Parts/Materials	
	Prado			
124.	Drain Plug Gasket	4	Toyota Genuine/Recommended Parts/Materials	
125.	Washer fluid	4	Toyota Genuine/Recommended Parts/Materials	
126.	Injector Cleaner	4	Toyota Genuine/Recommended Parts/Materials	
127.	Engine Flushing (Except 25k km)	4	Toyota Genuine/Recommended Parts/Materials	
128.	Oil Treatment	8	Toyota Genuine/Recommended Parts/Materials	
129.	Change Oil (Engine Oil)	28	Toyota Genuine/Recommended Parts/Materials	
130.	Oil Filter	4	Toyota Genuine/Recommended Parts/Materials	
131.	Materials including Engine Wash	4	Toyota Genuine/Recommended Parts/Materials	
132.	Labor	4	Toyota Genuine/Recommended Parts/Materials	
133.	Change Brake pad	1	Toyota Genuine/Recommended Parts/Materials	
134.	Wiper Rubber Front RH	2	Toyota Genuine/Recommended Parts/Materials	
135.	Wiper Rubber Front LH	2	Toyota Genuine/Recommended Parts/Materials	
136.	Tail Light/Brake Light	2	Toyota Genuine/Recommended Parts/Materials	
137.	Stop Light	2	Toyota Genuine/Recommended Parts/Materials	
138.	Head Light	1	Toyota Genuine/Recommended Parts/Materials	
139.	Signal Light (Flasher)	2	Toyota Genuine/Recommended Parts/Materials	
140.	Peanut Bulb	2	Toyota Genuine/Recommended Parts/Materials	
141.	Aircare	1	Toyota Genuine/Recommended Parts/Materials	
142.	Aircon Filter	1	Toyota Genuine/Recommended Parts/Materials	
143.	Sludgenizer (twice a year)	1	Toyota Genuine/Recommended Parts/Materials	
144.	Manual Gear Oil	4	Toyota Genuine/Recommended Parts/Materials	
145.	Diff Gear Oil	4	Toyota Genuine/Recommended Parts/Materials	
146.	Change Oil (Steering Oil)	1	Toyota Genuine/Recommended Parts/Materials	
147.	Brake Fluid	2	Toyota Genuine/Recommended Parts/Materials	
148.	Automatic Transmission Fluid	4	Toyota Genuine/Recommended Parts/Materials	
149.	General Aircon Cleaning with kooltech	1	Toyota Genuine/Recommended Parts/Materials	
150.	Air Filter	1	Toyota Genuine/Recommended Parts/Materials	
151.	Fuel Filter	1	Toyota Genuine/Recommended Parts/Materials	
	Rav4			

152.	Drain Plug Gasket	5	Toyota Genuine/Recommended Parts/Materials	
153.	Washer fluid	5	Toyota Genuine/Recommended Parts/Materials	
154.	Injector Cleaner	5	Toyota Genuine/Recommended Parts/Materials	
155.	Engine Flushing (Except 25k km)	5	Toyota Genuine/Recommended Parts/Materials	
156.	Oil Treatment	10	Toyota Genuine/Recommended Parts/Materials	
157.	Change Oil (Engine Oil)	35	Toyota Genuine/Recommended Parts/Materials	
158.	Oil Filter	5	Toyota Genuine/Recommended Parts/Materials	
159.	Materials including Engine Wash	5	Toyota Genuine/Recommended Parts/Materials	
160.	Labor	5	Toyota Genuine/Recommended Parts/Materials	
161.	Change Brake pad	1	Toyota Genuine/Recommended Parts/Materials	
162.	Wiper Rubber Front RH	2	Toyota Genuine/Recommended Parts/Materials	
163.	Wiper Rubber Front LH	2	Toyota Genuine/Recommended Parts/Materials	
164.	Tail Light/Brake Light	2	Toyota Genuine/Recommended Parts/Materials	
165.	Stop Light	2	Toyota Genuine/Recommended Parts/Materials	
166.	Head Light	1	Toyota Genuine/Recommended Parts/Materials	
167.	Signal Light (Flasher)	2	Toyota Genuine/Recommended Parts/Materials	
168.	Peanut Bulb	2	Toyota Genuine/Recommended Parts/Materials	
169.	Aircare	1	Toyota Genuine/Recommended Parts/Materials	
170.	Aircon Filter	1	Toyota Genuine/Recommended Parts/Materials	
171.	Sludgenizer (twice a year)	1	Toyota Genuine/Recommended Parts/Materials	
	Grandia			
172.	Drain Plug Gasket	24	Toyota Genuine/Recommended Parts/Materials	
173.	Washer fluid	24	Toyota Genuine/Recommended Parts/Materials	
174.	Injector Cleaner	24	Toyota Genuine/Recommended Parts/Materials	
175.	Engine Flushing (Except 25k km)	24	Toyota Genuine/Recommended Parts/Materials	
176.	Oil Treatment	48	Toyota Genuine/Recommended Parts/Materials	
177.	Change Oil (Engine Oil)	168	Toyota Genuine/Recommended Parts/Materials	
178.	Oil Filter	24	Toyota Genuine/Recommended Parts/Materials	
179.	Materials including Engine Wash	24	Toyota Genuine/Recommended Parts/Materials	
180.	Labor	24	Toyota Genuine/Recommended Parts/Materials	
181.	Change Brake pad	8	Toyota Genuine/Recommended Parts/Materials	
182.	Wiper Rubber Front RH	16	Toyota Genuine/Recommended Parts/Materials	
183.	Wiper Rubber Front LH	16	Toyota Genuine/Recommended Parts/Materials	

184.	Tail Light/Brake Light	16	Toyota Genuine/Recommended Parts/Materials	
185.	Stop Light	16	Toyota Genuine/Recommended Parts/Materials	
186.	Head Light	8	Toyota Genuine/Recommended Parts/Materials	
187.	Signal Light (Flasher)	16	Toyota Genuine/Recommended Parts/Materials	
188.	Peanut Bulb	16	Toyota Genuine/Recommended Parts/Materials	
189.	Aircare	8	Toyota Genuine/Recommended Parts/Materials	
190.	Aircon Filter	8	Toyota Genuine/Recommended Parts/Materials	
191.	Sludgenizer (twice a year)	4	Toyota Genuine/Recommended Parts/Materials	
192.	Manual Gear Oil	8	Toyota Genuine/Recommended Parts/Materials	
193.	Diff Gear Oil	8	Toyota Genuine/Recommended Parts/Materials	
194.	Change Oil (Steering Oil)	2	Toyota Genuine/Recommended Parts/Materials	
195.	Brake Fluid	4	Toyota Genuine/Recommended Parts/Materials	
196.	Automatic Transmission Fluid	8	Toyota Genuine/Recommended Parts/Materials	
197.	General Aircon Cleaning with kooltech	2	Toyota Genuine/Recommended Parts/Materials	
198.	Air Filter	2	Toyota Genuine/Recommended Parts/Materials	
199.	Fuel Filter	2	Toyota Genuine/Recommended Parts/Materials	
200.	Timing Belt	1	Toyota Genuine/Recommended Parts/Materials	
201.	Serpentine Belt	1	Toyota Genuine/Recommended Parts/Materials	
202.	Fan and alt Belt	2	Toyota Genuine/Recommended Parts/Materials	
203.	Compressor to crank	1	Toyota Genuine/Recommended Parts/Materials	
204.	Rackened/Tierod	1	Toyota Genuine/Recommended Parts/Materials	
205.	Shock Absorber front	1	Toyota Genuine/Recommended Parts/Materials	
206.	Shock Absorber rear	1	Toyota Genuine/Recommended Parts/Materials	
	Coaster			
207.	Drain Plug Gasket	4	Toyota Genuine/Recommended Parts/Materials	
208.	Washer fluid	4	Toyota Genuine/Recommended Parts/Materials	
209.	Injector Cleaner	4	Toyota Genuine/Recommended Parts/Materials	
210.	Engine Flushing (Except 25k km)	4	Toyota Genuine/Recommended Parts/Materials	
211.	Oil Treatment	8	Toyota Genuine/Recommended Parts/Materials	
212.	Change Oil (Engine Oil)	28	Toyota Genuine/Recommended Parts/Materials	
213.	Oil Filter	4	Toyota Genuine/Recommended Parts/Materials	
214.	Materials including Engine Wash	4	Toyota Genuine/Recommended Parts/Materials	
215.	Labor	4	Toyota Genuine/Recommended Parts/Materials	

216.	Change Brake pad	1	Toyota Genuine/Recommended Parts/Materials	
217.	Wiper Rubber Front RH	2	Toyota Genuine/Recommended Parts/Materials	
218.	Wiper Rubber Front LH	2	Toyota Genuine/Recommended Parts/Materials	
219.	Tail Light/Brake Light	2	Toyota Genuine/Recommended Parts/Materials	
220.	Stop Light	2	Toyota Genuine/Recommended Parts/Materials	
221.	Head Light	1	Toyota Genuine/Recommended Parts/Materials	
222.	Signal Light (Flasher)	2	Toyota Genuine/Recommended Parts/Materials	
223.	Peanut Bulb	2	Toyota Genuine/Recommended Parts/Materials	
224.	Aircare	1	Toyota Genuine/Recommended Parts/Materials	
225.	Aircon Filter	1	Toyota Genuine/Recommended Parts/Materials	

***Section VIII. Checklist of Technical and
Financial Documents***

Checklist of Technical and Financial Documents

I. TECHNICAL COMPONENT ENVELOPE

Class “A” Documents

Legal Documents

- (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages);
or
- (b) Registration certificate from Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives or its equivalent document,
and
- (c) Mayor’s or Business permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas;
and
- (d) Tax clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).

Technical Documents

- (f) Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid; **and**
- (g) Statement of the bidder’s Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Sections 23.4.1.3 and 23.4.2.4 of the 2016 revised IRR of RA No. 9184, within the relevant period as provided in the Bidding Documents; **and**
- (h) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission;
or
Original copy of Notarized Bid Securing Declaration; **and**
- (i) Conformity with the Technical Specifications, which may include production/delivery schedule, manpower requirements, and/or after-sales/parts, if applicable; **and**
- (j) Original duly signed Omnibus Sworn Statement (OSS);
and if applicable, Original Notarized Secretary’s Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.

Financial Documents

- (k) The Supplier’s audited financial statements, showing, among others, the Supplier’s total and current assets and liabilities, stamped “received” by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission; **and**
- (l) The prospective bidder’s computation of Net Financial Contracting Capacity (NFCC);
or

A committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation.

Class "B" Documents

- (m) If applicable, a duly signed joint venture agreement (JVA) in case the joint venture is already in existence;

or

duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.

25 FINANCIAL COMPONENT ENVELOPE

- (a) Original of duly signed and accomplished Financial Bid Form; **and**
 (b) Original of duly signed and accomplished Price Schedule(s).

Section IX. Forms

Bid Form

Date: _____
Project Identification N^o: 2022-1-15FA

To: Provincial Government of La Union
Provincial Capitol, Brgy. II
City of San Fernando City, La Union

Having examined the Philippine Bidding Documents (PBDs) including the Supplemental or Bid Bulletin Numbers *[insert numbers]*, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to **Periodic Maintenance Services of PGLU Transportation Equipment** in conformity with the said PBDs for the sum of *[total Bid amount in words and figures]* or the total calculated bid price, as evaluated and corrected for computational errors, and other bid modifications in accordance with the Price Schedules attached herewith and made part of this Bid. The total bid price includes the cost of all taxes, such as, but not limited to: *[specify the applicable taxes, e.g. (i) value added tax (VAT), (ii) income tax, (iii) local taxes, and (iv) other fiscal levies and duties]*, which are itemized herein or in the Price Schedules,

If our Bid is accepted, we undertake:

- a. to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements of the Philippine Bidding Documents (PBDs);
- b. to provide a performance security in the form, amounts, and within the times prescribed in the PBDs;
- c. to abide by the Bid Validity Period specified in the PBDs and it shall remain binding upon us at any time before the expiration of that period.

Commissions or gratuities, if any, paid or to be paid by us to agents relating to this Bid, and to contract execution if we are awarded the contract, are listed below:

Name and address of agent	Amount and Currency	Purpose of Commission or gratuity
_____	_____	_____
_____	_____	_____
_____	_____	_____

(if none, state "None")

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 Calculated Bid or any Bid you may receive.

We certify/confirm that we comply with the eligibility requirements pursuant to the PBDs.

The undersigned is authorized to submit the bid on behalf of *[name of the bidder]* as evidenced by the attached *[state the written authority]*.

We acknowledge that failure to sign each and every page of this Bid Form, including the attached Schedule of Prices, shall be a ground for the rejection of our bid.

Name: _____
Legal Capacity: _____
Signature: _____
Duly authorized to sign the
Bid and behalf of: _____
Date: _____

Price Schedule

Name of Bidder _____

Invitation to Bid Number 2022-1-15FA

Page 1 of

1	2	3	4	5	6	7	8	9	10
Item	Description	Country of origin	Quantity	Unit price exw per item	Transportation and Insurance and all other costs incidental to delivery, per item	Sales and other taxes payable if Contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (col 5+6+7+8)	Total Price delivered Final Destination (col 9) x (col 4)
	Innova New								
1.	Drain Plug Gasket		36						
2.	Washer fluid		36						
3.	Injector Cleaner		36						
4.	Engine Flushing (Except 25k km)		36						
5.	Oil Treatment		72						
6.	Change Oil (Engine Oil)		288						
7.	Oil Filter		36						
8.	Materials including Engine Wash		36						
9.	Labor		36						
10.	Change Brake pad		10						
11.	Wiper Rubber Rear		20						
12.	Wiper Rubber Front RH		20						
13.	Wiper Rubber Front LH		20						
14.	Tail Light/Brake Light		20						
15.	Stop Light		20						

1	2	3	4	5	6	7	8	9	10
Item	Description	Country of origin	Quantity	Unit price exw per item	Transportation and Insurance and all other costs incidental to delivery, per item	Sales and other taxes payable if Contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (col 5+6+7+8)	Total Price delivered Final Destination (col 9) x (col 4)
16.	Head Light		10						
17.	Signal Light (Flasher)		20						
18.	Peanut Bulb		20						
19.	Aircare		10						
20.	Aircon Filter		10						
21.	Sludgenizer (twice a year)		8						
	Innova Old								
22.	Drain Plug Gasket		42						
23.	Washer fluid		42						
24.	Injector Cleaner		42						
25.	Engine Flushing (Except 25k km)		42						
26.	Oil Treatment		84						
27.	Change Oil (Engine Oil)		294						
28.	Oil Filter		42						
29.	Materials including Engine Wash		42						
30.	Labor		42						
31.	Change Brake pad		11						
32.	Wiper Rubber Rear		22						
33.	Wiper Rubber Front RH		22						

1	2	3	4	5	6	7	8	9	10
Item	Description	Country of origin	Quantity	Unit price exw per item	Transportation and Insurance and all other costs incidental to delivery, per item	Sales and other taxes payable if Contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (col 5+6+7+8)	Total Price delivered Final Destination (col 9) x (col 4)
34.	Wiper Rubber Front LH		22						
35.	Tail Light/Brake Light		22						
36.	Stop Light		22						
37.	Head Light		11						
38.	Signal Light (Flasher)		22						
39.	Peanut Bulb		22						
40.	Aircare		11						
41.	Aircon Filter		11						
42.	Sludgenizer (twice a year)		11						
43.	Manual Gear Oil		4						
44.	Diff Gear Oil		4						
45.	Change Oil (Steering Oil)		4						
46.	Brake Fluid		24						
47.	Automatic Transmission Fluid		24						
48.	General Aircon Cleaning with kooltech		6						
49.	Air Filter		12						
50.	Fuel Filter		24						
51.	Timing Belt		2						
52.	Serpentine Belt		2						

1	2	3	4	5	6	7	8	9	10
Item	Description	Country of origin	Quantity	Unit price exw per item	Transportation and Insurance and all other costs incidental to delivery, per item	Sales and other taxes payable if Contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (col 5+6+7+8)	Total Price delivered Final Destination (col 9) x (col 4)
53.	Fan and alt Belt		4						
54.	Compressor to crank		2						
55.	Rackened/Tierod		1						
56.	Shock Absorber front		1						
57.	Shock Absorber rear		1						
	Hilux New								
58.	Drain Plug Gasket		60						
59.	Washer fluid		60						
60.	Injector Cleaner		60						
61.	Engine Flushing (Except 25k km)		60						
62.	Oil Treatment		120						
63.	Change Oil (Engine Oil)		480						
64.	Oil Filter		60						
65.	Materials including Engine Wash		60						
66.	Labor		60						
67.	Change Brake pad		15						
68.	Wiper Rubber Front RH		30						
69.	Wiper Rubber Front LH		30						
70.	Tail Light/Brake Light		30						

1	2	3	4	5	6	7	8	9	10
Item	Description	Country of origin	Quantity	Unit price exw per item	Transportation and Insurance and all other costs incidental to delivery, per item	Sales and other taxes payable if Contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (col 5+6+7+8)	Total Price delivered Final Destination (col 9) x (col 4)
71.	Stop Light		30						
72.	Head Light		15						
73.	Signal Light (Flasher)		30						
74.	Peanut Bulb		30						
75.	Aircare		15						
76.	Aircon Filter		15						
77.	Sludgenizer (twice a year)		14						
78.	Manual Gear Oil		28						
79.	Diff Gear Oil		28						
80.	Change Oil (Steering Oil)		7						
81.	Brake Fluid		14						
82.	Automatic Transmission Fluid		28						
83.	General Aircon Cleaning with kooltech		7						
84.	Air Filter		7						
85.	Fuel Filter		7						
86.	Serpentine Belt		7						
87.	Fan and alt Belt		14						
88.	Compressor to crank		7						
89.	Hilux Old								

1	2	3	4	5	6	7	8	9	10
Item	Description	Country of origin	Quantity	Unit price exw per item	Transportation and Insurance and all other costs incidental to delivery, per item	Sales and other taxes payable if Contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (col 5+6+7+8)	Total Price delivered Final Destination (col 9) x (col 4)
90.	Drain Plug Gasket		67						
91.	Washer fluid		67						
	Injector Cleaner		67						
92.	Engine Flushing (Except 25k km)		67						
93.	Oil Treatment		134						
94.	Change Oil (Engine Oil)		469						
95.	Oil Filter		67						
96.	Materials including Engine Wash		67						
97.	Labor		67						
98.	Change Brake pad		19						
99.	Wiper Rubber Front RH		38						
100.	Wiper Rubber Front LH		38						
101.	Tail Light/Brake Light		38						
102.	Stop Light		38						
103.	Head Light		19						
104.	Signal Light (Flasher)		38						
105.	Peanut Bulb		38						
106.	Aircare		19						
107.	Aircon Filter		19						

1	2	3	4	5	6	7	8	9	10
Item	Description	Country of origin	Quantity	Unit price exw per item	Transportation and Insurance and all other costs incidental to delivery, per item	Sales and other taxes payable if Contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (col 5+6+7+8)	Total Price delivered Final Destination (col 9) x (col 4)
108.	Sludgenizer (twice a year)		14						
109.	Manual Gear Oil		16						
110.	Diff Gear Oil		16						
111.	Change Oil (Steering Oil)		4						
112.	Brake Fluid		8						
113.	Automatic Transmission Fluid		16						
114.	General Aircon Cleaning with kooltech		4						
115.	Air Filter		4						
116.	Fuel Filter		4						
117.	Timing Belt		3						
118.	Serpentine Belt		3						
119.	Fan and alt Belt		6						
120.	Compressor to crank		3						
	Rackened/Tierod		2						
121.	Shock Absorber front		2						
122.	Shock Absorber rear		2						
123.	Prado								
124.	Drain Plug Gasket		4						
125.	Washer fluid		4						

1	2	3	4	5	6	7	8	9	10
Item	Description	Country of origin	Quantity	Unit price exw per item	Transportation and Insurance and all other costs incidental to delivery, per item	Sales and other taxes payable if Contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (col 5+6+7+8)	Total Price delivered Final Destination (col 9) x (col 4)
126.	Injector Cleaner		4						
127.	Engine Flushing (Except 25k km)		4						
128.	Oil Treatment		8						
129.	Change Oil (Engine Oil)		28						
130.	Oil Filter		4						
131.	Materials including Engine Wash		4						
132.	Labor		4						
133.	Change Brake pad		1						
134.	Wiper Rubber Front RH		2						
135.	Wiper Rubber Front LH		2						
136.	Tail Light/Brake Light		2						
137.	Stop Light		2						
138.	Head Light		1						
139.	Signal Light (Flasher)		2						
140.	Peanut Bulb		2						
141.	Aircare		1						
142.	Aircon Filter		1						
143.	Sludgenizer (twice a year)		1						
144.	Manual Gear Oil		4						

1	2	3	4	5	6	7	8	9	10
Item	Description	Country of origin	Quantity	Unit price exw per item	Transportation and Insurance and all other costs incidental to delivery, per item	Sales and other taxes payable if Contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (col 5+6+7+8)	Total Price delivered Final Destination (col 9) x (col 4)
145.	Diff Gear Oil		4						
146.	Change Oil (Steering Oil)		1						
147.	Brake Fluid		2						
148.	Automatic Transmission Fluid		4						
149.	General Aircon Cleaning with kooltech		1						
150.	Air Filter		1						
151.	Fuel Filter		1						
152.	Rav4								
153.	Drain Plug Gasket		5						
154.	Washer fluid		5						
155.	Injector Cleaner		5						
156.	Engine Flushing (Except 25k km)		5						
157.	Oil Treatment		10						
158.	Change Oil (Engine Oil)		35						
159.	Oil Filter		5						
	Materials including Engine Wash		5						
160.	Labor		5						
161.	Change Brake pad		1						
162.	Wiper Rubber Front RH		2						

1	2	3	4	5	6	7	8	9	10
Item	Description	Country of origin	Quantity	Unit price exw per item	Transportation and Insurance and all other costs incidental to delivery, per item	Sales and other taxes payable if Contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (col 5+6+7+8)	Total Price delivered Final Destination (col 9) x (col 4)
163.	Wiper Rubber Front LH		2						
164.	Tail Light/Brake Light		2						
165.	Stop Light		2						
166.	Head Light		1						
167.	Signal Light (Flasher)		2						
168.	Peanut Bulb		2						
169.	Aircare		1						
170.	Aircon Filter		1						
171.	Sludgenizer (twice a year)		1						
172.	Grandia								
173.	Drain Plug Gasket		24						
174.	Washer fluid		24						
175.	Injector Cleaner		24						
176.	Engine Flushing (Except 25k km)		24						
177.	Oil Treatment		48						
178.	Change Oil (Engine Oil)		168						
179.	Oil Filter		24						
180.	Materials including Engine Wash		24						
181.	Labor		24						

1	2	3	4	5	6	7	8	9	10
Item	Description	Country of origin	Quantity	Unit price exw per item	Transportation and Insurance and all other costs incidental to delivery, per item	Sales and other taxes payable if Contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (col 5+6+7+8)	Total Price delivered Final Destination (col 9) x (col 4)
	Change Brake pad		8						
182.	Wiper Rubber Front RH		16						
183.	Wiper Rubber Front LH		16						
184.	Tail Light/Brake Light		16						
185.	Stop Light		16						
186.	Head Light		8						
187.	Signal Light (Flasher)		16						
188.	Peanut Bulb		16						
189.	Aircare		8						
190.	Aircon Filter		8						
191.	Sludgenizer (twice a year)		4						
192.	Manual Gear Oil		8						
193.	Diff Gear Oil		8						
194.	Change Oil (Steering Oil)		2						
195.	Brake Fluid		4						
196.	Automatic Transmission Fluid		8						
197.	General Aircon Cleaning with kooltech		2						
198.	Air Filter		2						
199.	Fuel Filter		2						

1	2	3	4	5	6	7	8	9	10
Item	Description	Country of origin	Quantity	Unit price exw per item	Transportation and Insurance and all other costs incidental to delivery, per item	Sales and other taxes payable if Contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (col 5+6+7+8)	Total Price delivered Final Destination (col 9) x (col 4)
200.	Timing Belt		1						
201.	Serpentine Belt		1						
202.	Fan and alt Belt		2						
203.	Compressor to crank		1						
	Rackened/Tierod		1						
204.	Shock Absorber front		1						
205.	Shock Absorber rear		1						
206.	Coaster								
207.	Drain Plug Gasket		4						
208.	Washer fluid		4						
209.	Injector Cleaner		4						
210.	Engine Flushing (Except 25k km)		4						
211.	Oil Treatment		8						
212.	Change Oil (Engine Oil)		28						
213.	Oil Filter		4						
214.	Materials including Engine Wash		4						
215.	Labor		4						
216.	Change Brake pad		1						
217.	Wiper Rubber Front RH		2						

1	2	3	4	5	6	7	8	9	10
Item	Description	Country of origin	Quantity	Unit price exw per item	Transportation and Insurance and all other costs incidental to delivery, per item	Sales and other taxes payable if Contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (col 5+6+7+8)	Total Price delivered Final Destination (col 9) x (col 4)
218.	Wiper Rubber Front LH		2						
219.	Tail Light/Brake Light		2						
220.	Stop Light		2						
221.	Head Light		1						
222.	Signal Light (Flasher)		2						
223.	Peanut Bulb		2						
224.	Aircare		1						
225.	Aircon Filter		1						
	T O T A L (in figures)								
	AMOUNT IN WORDS:								

Name: _____
 Legal Capacity: _____
 Signature: _____
 Duly authorized to sign the Bid and behalf of: _____

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

BID SECURING DECLARATION
Project Identification No.: 2022-1-15FA

To: Provincial Government of La Union
Provincial Capitol, Brgy. II
City of San Fernando City, La Union

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 procurement 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 No. 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; and
 - c. I am/we are declared the bidder with the Lowest Calculated Responsive Bid, and I/we have furnished the performance security and signed the Contract.

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 OR ITS AUTHORIZED REPRESENTATIVE]

[Insert signatory's legal capacity]

Affiant

[Jurat]

[Format shall be based on the latest Rules on Notarial Practice]

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 or authorized representative 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, or authorized representative of *[Name of Bidder]*, I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for the *Periodic Maintenance Services of PGLU Transportation Equipment of the Provincial Government of La Union, as shown in the attached duly notarized Special Power of Attorney*;

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 to participate, submit the bid, and to sign and execute the ensuing contract for the *Periodic Maintenance Services of PGLU Transportation Equipment of the Provincial Government of La Union, as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable);]*;

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, by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;

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: The owner or sole proprietor is 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
8. *[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) Made an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d) Inquire or secure Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.
9. *[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.
10. In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.

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

<i>[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]</i>
<i>[Insert signatory's legal capacity]</i> Affiant

[Jurat]

[Format shall be based on the latest Rules on Notarial Practice]

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

PERFORMANCE SECURING DECLARATION

Invitation to Bid: [Insert Reference Number indicated in the Bidding Documents] To: [Insert name and address of the Procuring Entity]

I/We, the undersigned, declare that:

1. I/We understand that, according to your conditions, to guarantee the faithful performance by the supplier/distributor/manufacture/contractor/consultant of its obligations under the Contract, I/we shall submit a Performance Securing Declaration within a maximum period of ten (10) calendar days from the receipt of the Notice of Award prior to the signing of the Contract.
2. I/We accept that: I/we will be automatically disqualified from bidding for any procurement contract with any procuring entity for a period of one (1) year for the first offense, or two (2) years for the second offense, upon receipt of your Blacklisting Order if I/We have violated my/our obligations under the Contract;
3. I/We understand that this Performance Securing Declaration shall cease to be valid upon:
 - a. issuance by the Procuring Entity of the Certificate of Final Acceptance, subject to the following conditions:
 - i. Procuring Entity has no claims filed against the contract awardee;
 - ii. It has no claims for labor and materials filed against the contractor; and
 - iii. Other terms of the contract; or
 - b. replacement by the winning bidder of the submitted PSD with a performance security in any of the prescribed forms under Section 39.2 of the 2016 revised IRR of RA No. 9184 as required by the end-user.

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

<i>[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]</i>
<i>[Insert signatory's legal capacity]</i> Affiant

[Jurat]

[Format shall be based on the latest Rules on Notarial Practice]

FINANCIAL DOCUMENTS FOR ELIGIBILITY CHECK

- A. Summary of the Applicant Supplier's/Distributor's/Manufacturer's assets and liabilities on the basis of the attached audited financial statement, stamped "RECEIVED" by the Bureau of Internal Revenue or BIR authorized collecting agent, for the immediately preceding year:

		Year 20__
1.	Total Assets	
2.	Current Assets	
3.	Total Liabilities	
4.	Current Liabilities	
5.	Net Worth (1-3)	
6.	Net Working Capital (2-4)	

- B. The **Net Financial Contracting Capacity (NFCC)** based on the above data is computed as follows:

NFCC = [(Current assets minus current liabilities) (15)] 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 to be bid.

NFCC = P _____

Submitted by:

Name of Supplier / Distributor / Manufacturer

Signature of Authorized Representative

Date: _____

**STATEMENT OF ALL ONGOING GOVERNMENT AND PRIVATE CONTRACTS
INCLUDING CONTRACTS AWARDED BUT NOT YET STARTED**

Business Name : _____
 Business Address: _____

Name of Contract/Project Cost	a. Owner's Name b. Address c. Telephone Nos.	Nature of Work	Bidder's Role		a. Date Awarded b. Date Started c. Date of Completion	% of Accomplishment		Value of Outstanding Works/Undelivered Portion
			Description	%		Planned	Actual	
<u>Government</u>								
<u>Private</u>								
						Total Cost		

*Note: This statement shall be supported with:
 1 Notice of Award or Notice to Proceed
 2 Contract or Purchase Order issued by the owner*

Submitted by : _____
 (Print Name and Signature)
 Designation : _____
 Date : _____

SEALING AND MARKING OF BID ENVELOPES



