



PAGASA BIDS AND AWARDS COMMITTEE (PAGASA-BAC)

CHECKLIST OF REQUIREMENTS
(INFRASTRUCTURE PROJECTS)

Title of Project	:		
Reference	:	P.R. No.	ITB. No.
ABC	:	Php	
Date of Evaluation	:		
Name of Bidder	:		

ENVELOPE NO. 1: ELIGIBILITY AND TECHNICAL COMPONENTS

PLEASE SUBMIT THE FOLLOWING DOCUMENTS IN TRIPLICATE COPIES, ARRANGED IN ORDER, WITH LABEL AND DULY TABBED, AND USING ONLY THE PRESCRIBED BIDDING FORMS:		
I. ELIGIBILITY REQUIREMENTS		
DESCRIPTION		TAB
A. CLASS “A” DOCUMENTS		
	PhilGEPS Certificate of Registration and Membership under <u>Platinum</u> category.	A
TECHNICAL DOCUMENTS		
<input type="checkbox"/>	Statement of all ON-GOING government and private contracts within the period of five (5) years , unless otherwise stated in the BDS , including contracts awarded but not yet started, if any, WHETHER SIMILAR OR NOT SIMILAR in nature and complexity to the contract to be bid. This statement shall be supported by any ONE of the following documents: <input type="checkbox"/> Copy of the Contract; OR Purchase Order (PO); OR Notice of Award (NOA); OR Notice to Proceed (NTP).	B B-1...n
<input type="checkbox"/>	Statement of bidder’s SINGLE LARGEST COMPLETED CONTRACT (SLCC) which are similar in nature to the contract to be bid within the period of five (5) years , unless otherwise stated in the BDS . Such statement shall be supported with complete documentary evidence, enumerated below: <input type="checkbox"/> i. Copy of the Contract OR Purchase Order (PO); <input type="checkbox"/> ii. Copy of Certificate of Completion OR Sales Invoice; and <input type="checkbox"/> iii. Copy of Certificate of Acceptance OR Official Receipt (OR) / Collection Receipt	C C-1 C-2 C-3
N.B. The PAGASA-BAC, however, reserves the right to examine and require the submission of other documents pertaining to the bidders’ statement during the post evaluation stage.		
FINANCIAL DOCUMENTS		
<input type="checkbox"/>	Audited Financial Statements duly stamped “ RECEIVED ” by Bureau of Internal Revenue (BIR) or its duly accredited and authorized institutions for the Calendar Year 2018 ;	D
<input type="checkbox"/>	Computation of Net Financial Contracting Capacity (NFCC); OR , Certificate of Cash Deposit; OR , Credit Line Certificate (CLC) issued by a Universal or Commercial Bank in favor of the bidder, if awarded the contract for the project.	E
B. CLASS “B” DOCUMENTS		
<input type="checkbox"/>	If Joint Venture, Valid and duly notarized JOINT VENTURE AGREEMENT (JVA) in case joint venture is already in existence or duly notarized statements from all potential joint venture partners stating that they will enter into and abide by the provisions of JVA in the instance that the bid is successful.	F



II. TECHNICAL REQUIREMENTS			
DESCRIPTION			TAB
<input type="checkbox"/>	Bid Security		G
FORM OF SECURITY		AMOUNT (Equal to Percentage of the ABC)	
<ul style="list-style-type: none">Cash or cashier's/manager's check issued by a Universal or Commercial Bank; OR,Bank Draft/Guarantee or an Irrevocable Letter of Credit issued by a Universal or Commercial Ban; Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank		2%	
<ul style="list-style-type: none">Surety bond callable upon demand accompanied by a certification by the Insurance Commission that the surety or insurance company is authorized to issue such instruments		5%	
<ul style="list-style-type: none">Bid Securing Declaration (GPPB Resolution No. 03-212)			
Project Requirements, which shall include the following documents:			
<input type="checkbox"/>	Organizational chart for the contract to be bid		H
<input type="checkbox"/>	Statement of Availability of Key Personnel and Equipment		I
<input type="checkbox"/>	List of contractor's qualified personnel to be assigned to the Project (viz, Project Manager, Project Engineer, Materials Engineer, Foremen, Construction Safety and Health Personnel, Electrical Engineer and other positions deemed required by the Applicant for the Project), together with the personnel's:		J
<input type="checkbox"/>	Curriculum Vitae or Bio-data;		J-1
<input type="checkbox"/>	Certificate of Employment;		J-2
<input type="checkbox"/>	Contractor's Letter-Certificate to Procuring Entity; and		J-3
<input type="checkbox"/>	Individual PRC License of the (professional) personnel and Applicable Certification of Training or Accreditation attended by the Contractor's personnel issued by the accrediting government agency.		J-4
<input type="checkbox"/>	Manpower Utility Schedule		K
<input type="checkbox"/>	List of contractor's equipment units, which are owned, under lease, and/or under purchase agreements, with supporting documents		L
<input type="checkbox"/>	Equipment Utilization Schedule		M
<input type="checkbox"/>	Construction Schedule and S-Curve		N
<input type="checkbox"/>	Omnibus Sworn Statement, in accordance with Section 25.2(a)(iv) of the IRR of R.A. 9184 and using the prescribed form.		O
<input type="checkbox"/>	Authority of the Signatory, i.e., the Secretary's Certificate or the Special Power of Attorney (SPA) or Owner's Affidavit, whichever is applicable.		P

REMARKS: [] PASS [] FAIL

Checked by: _____
BAC Member

