

Name of the Procuring Entity : KALINGA STATE UNIVERSITY
 Project Reference Number : TFB_GOODS_2019-02-018
 Name of the Project : NEGOTIATED PROCUREMENT FOR PURCHASE OF ICT EQUIPMENT WITH PERIPHERALS, INSTALLATION, CONFIGURATION AND TRAINING
 Location of the Project : KALINGA STATE UNIVERSITY THREE CAMPUSES IN BULANAO AND DAGUPAN, TABUK CITY, AND BAGBAG, RIZAL, KALINGA
 End-User Unit : ICT AND INNOVATION CENTER
 Implementing Unit : OFFICE OF THE UNIVERSITY PRESIDENT



CHECKLIST FOR ELIGIBILITY AND TECHNICAL COMPONENTS

COMPANY: _____

ADDRESS: _____

ITEM NO.	REQUIREMENTS	PASSED	FAILED
Technical Information/Documents (First Envelope)			
I. Eligibility Documents -			
Class "A" Documents:			
A	Updated PhilGEPS Registration Certificate (Platinum Membership) *In case the bidder has a valid PhilGEPS Certificate of Registration (Platinum) but with expired Tax Clearance/Mayor's or Business Permit in Annex "A", the bidder should attach an updated valid BIR Tax Clearance/Mayor's or Business Permit		
B	Company Profile including the Organizational Chart, Services Offered, List of Clients, Key Personnel and Staff, and List of Major Equipment		
C	National Telecommunications Commission (NTC) License (for Lot 1 only)		
D	a. [] Statement of the prospective Bidder of all its Ongoing Government and Private Contracts , including contracts awarded but not yet started, if any, within FIVE (5) years from bid submission, whether similar or not similar in nature and complexity to the contract to be bid (SF-GOOD-13a). This statement shall be supported with: 1) Notice of Award and/or Contract; 2) Notice to Proceed issued by the owner; and 3) Certificate of Accomplishments signed by the owner or authorized representative.		
E	b. [] Statement identifying the bidder's Single Largest Completed Contracts (SLCC) similar to the contract to be bid within FIVE (5) years from bid submission (SF-GOOD-13b). This statement (of the Bidder's SLCC) shall be supported with: 1) Signed Contract; 2) Certificate of Completion; and 3) Certificate of Acceptance. The two statements (a & b) required shall indicate for each contract the following: a) name of the contract; b) date of the contract; c) contract duration; d) owner's name and address; e) kinds of Goods; f) For Statement of Ongoing Contracts-amount of contract & value of outstanding contracts; g) For Statement of SLCC - amount of completed contracts, adjusted by the Bidder to current prices using PSA's consumer price index; h) date of delivery; and i) end user's acceptance or official receipt(s) or sales invoice issued for the contract if completed.		
F	[] NFCC computation of which the <i>K factor shall be fixed at 15, regardless of contract duration, and the values of the domestic bidder's current assets and current liabilities shall be based on the latest Audited Financial Statements submitted to the BIR. NFCC = Php_____ ; or [] Committed Line of Credit (CLC) from a universal or commercial bank (10% of the ABC of the Lot/s they are bidding).</i>		
Class "B" Document:			
G	[] Valid JVA in case the joint venture is already in existence; or [] Duly notarized statements from all the potential joint venture partners in accordance with Section 23.1(b) of the IRR.		

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II. Technical Documents -			
H	Duly conformed Delivery Schedule (Annex "B").		
I	Duly conformed Technical Specifications with pictures of items as applicable (Annex "C").		
J	Duly signed statement of the prospective bidder (OMNIBUS SWORN STATEMENT , that		
	1. Signatory is proprietor/duly authorized representative of bidder.		
	2. Full power and authority to perform acts or represent bidder.		
	3. Not "blacklisted" or barred from bidding		
	4. Each document is authentic copy of original, complete, and correct.		
	5. Authorizing Head of Procuring Entity to verify all documents submitted.		
	6. Not related to HOPE, BAC, TWG, Secretariat, PMO/IU, within 3rd civil degree.		
	7. Complies with existing labor laws and standards.		
	8. Aware of and undertaken responsibilities as a bidder.		
K	9. Did not give any commission, amount, fee, or consideration.		
	Authority of the signatory based on 6.2(h) on the ITB, which read as follows: <i>"Ensuring that the signatory is the duly authorized representative of the Bidder, and granted full power and authority to do, execute and perform any and all acts necessary and/or to represent the Bidder in the bidding, with the duly notarized Secretary's Certificate attesting to such fact, if the Bidder is a corporation, partnership, cooperative, or joint venture"</i> Note: The Authorized Representative shall be the same personnel who is reflected in the documents of the Company.		

Note:

1. Technical Documents shall be book bounded and with Ear-Tabbing for each Checklist above. Ring bounded is not acceptable and shall be marked as "non-complying".
2. Contents of which must be all numbered/paginated consecutively in the right-hand top margin and signed below page number by the duly authorized representative.
3. Any missing, incomplete or patently insufficient document in the above-mentioned checklist is a ground for outright rejection (non-complying) of the bid.

CHECKED BY:

BAC MEMBER's/TWG's Name and Signature: _____

DATE AND TIME OF EVALUATION: _____

REMARKS: [] Eligible/ Passed
 [] Non-Eligible/ Failed

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CHECKLIST FOR FINANCIAL PROPOSAL

COMPANY: _____

ADDRESS: _____

ITEM NO.	REQUIREMENTS	COMPLYING	NON-COMPLYING
	Financial Documents (Second Envelope)		
A	Duly signed Financial Bid Form, which includes bid prices and the applicable Price Schedules, in accordance with ITB Clauses Error! Reference source not found. and Error! Reference source not found. of this Bid Document, and with attached Colored Pictures of all the Items offered.		
B	Recurring and maintenance costs, <i>if applicable</i>		

Note:

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3. Any missing, incomplete or patently insufficient document in the above-mentioned checklist is a ground for outright rejection (non-complying) of the bid.

CHECKED BY: _____

BAC MEMBER's/TWG's Name and Signature: _____

DATE AND TIME OF EVALUATION: _____

REMARKS:

- Complying**
 Non-Complying