

BIDS AND AWARDS COMMITTEE
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SUPPLEMENTAL / BID BULLETIN No. 1

Project : Procurement of Diplomatic Pouch Services of the Department of Foreign Affairs
Reference No. : PB-GS-13-2018
ABC : PhP 28,700,000.00
Date : 15 May 2018

This supplemental/bid bulletin is issued to provide information to the prospective proponents/bidders on the following changes to the Bidding Documents:

- I. **Technical Specifications (Section VII)** – The Technical Specifications (Section VII) of the Bidding Documents is superseded by ANNEX 1 of this Supplemental/Bid Bulletin No. 1 after considering inputs from prospective bidders during the pre-bid conference on 15 May 2018.

- II. **Annex A - Standard Checklist of Eligibility, Technical Documents and Financial Component of the Department's Public Bidding (For Goods or General Services)**– The Annex A - Standard Checklist of Eligibility, Technical Documents and Financial Component of the Department's Public Bidding (For Goods or General Services) of the Bidding Documents is superseded by ANNEX 2 of this Supplemental/Bid Bulletin No. 1

The Bidding Documents is amended accordingly.

For the information and guidance of all concerned.

(Sgd.)
IMELDA M. PANOLONG
BAC Chairperson

Annex 1

Technical Specifications

DIPLOMATIC POUCH SERVICES OF THE DEPARTMENT OF FOREIGN AFFAIRS

I.	BACKGROUND The Department of Foreign Affairs as the lead agency in the implementation of the Philippines' foreign policy maintains a global presence to serve the country's interests through various missions, embassies, and consulates abroad. The DFA needs a reliable courier service as part of its continuous and regular transmittal of important correspondence, official documents, parcels, and other items among and between the Home Office and its Foreign Service Posts, via the diplomatic pouch.	
II.	OBJECTIVES Secure reliable courier services for the continuous and regular delivery of various documents, official correspondence, and shipment of parcels, cargo and various items between the DFA and various Foreign Service Posts.	
III.	SCOPE OF WORK	Statement of Compliance
A.	The Contractor shall:	
	<ol style="list-style-type: none">1. Provide door-to-door delivery of diplomatic pouch, parcels and cargo from the Department to the various Foreign Services Posts (FSPs);2. Provide a list showing its office addresses in countries where the FSPs are located;3. Provide services for unscheduled or special outgoing diplomatic pouch, when needed, within short notice, anytime during weekdays, weekends or holidays, at the contracted rate;4. Provide reports to the Department regularly as to the status of all shipments and shall have an online tracking system;5. Submit formal written report detailing the circumstances in case any items for shipment to the events stated, but not limited to, damage to pouch bags, broken seals, incomplete pouch count, misrouted pouch, incidence of tampering of the seals and locks of diplomatic pouches;	

6. Provide and install the following equipment and software in the area designated by the DFA:

- One (1) Desktop Computer (minimum specifications: Intel i5 processor; 500 Gb HDD, DVD R/RW, 18.5" LED Monitor, QWERTY Keyboard, Optical Mouse, and UPS);
- Licensed versions of Microsoft Windows 10, Microsoft Office 2016 and Adobe Acrobat XI Pro (1 year subscription) should be installed in the desktop computer;
- LaserJet printer and supply of ink for the duration of the contract; and
- Dedicated telephone line.

The aforementioned equipment, software, and services shall be used for direct communications/coordination between the Contractor and the Department (to include the Foreign Service Post) and for accomplishing tasks related to the services being provided by the Contractor. Internet connectivity shall be provided by the Department;

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7. Establish a working monitoring system within the Pouch Section of the office of Asset Management and Support Services – Information Technology, Communications and Records Division (OAMSS-ITCRD).

8. Assign at least one (1) representative present at the Department from 8:00 a.m. to 5:00 p.m. to the Pouch Section to ensure close coordination and smooth implementation of the contract;

9. Compute the shipment rate based on the actual weight of outgoing diplomatic pouches. Whenever applicable, cargo sent shall be computed based on volumetric weight;

10. Allow the Department to offset shipments of over-utilized against under-utilized Posts;

11. Clearly indicate the price per kilogram for every destination in accordance with the Bid Rate Sheet in Annex B. The financial component of the bid shall be in Philippine Pesos;

12. The Contractor shall provide the Department with brand new pouch bags of strong materials and with waterproof lining in the following quantity and sizes:

Pouch Bag Size	Measurement	Quantity
Extra Large	36" x 25"	100 pieces
Large	29" x 28"	50 pieces
Medium	29" x 24"	50 pieces
Small	25" x 21"	50 pieces

The Pouch bag's specifications shall be approved by the Department. The Contractor shall likewise provide 1,000 pieces of durable pouch locks.

The Contractor shall also provide durable and clear plastics to seal every box containing e-passports for protection from any water or liquid damage.

The Contractor shall provide pouch bag samples during the Post-Qualification Conference.

B. Contractor's Obligation

1. The Contractor's international network of offices shall be adequately and properly equipped to ensure the shortest possible transit time for deliveries as follows:

International Shipments	Transit Time
Asia	2 – 6 calendar days from date of pick-up
America, Australia, Europe, Middle East and Africa	2 – 7 calendar days from date of pick-up

2. The Contractor shall regularly and expeditiously pick-up the outbound diplomatic pouches from the Department of Foreign Affairs Mondays to Fridays between 3:00 pm to 5:00 pm.

The Contractor shall abide by the comprehensive schedule of pick-up of diplomatic pouches, parcels and cargo in the Outgoing Diplomatic Pouch Schedule provided in **Annex A**.

3. In case of delayed deliveries of the diplomatic pouches, parcels and cargo, the Contractor shall pay to the Department as liquidated damages, the amount of one tenth (1/10) of one percent (1%) of the shipment cost per day of delay.

	<p>4. The Contractor has five (5) calendar days, starting from the end of the agreed Transit Time, to locate missing shipments. Items not found during this grace period shall be considered lost.</p> <p>In addition to the General Conditions of Contract (GCC) Clause 21, if the damages or incidence of missing shipments are attributable either to the fault or negligence of the Contractor, the Department shall be reimbursed the production, manufacturing, or reconstruction cost of the damaged or lost items.</p> <p>In case the items are found after the five (5)-calendar day grace period lapsed, the Contractor shall still be required to deliver them to the appropriate recipient.</p> <p>5. Any penalties incurred totaling ten percent (10%) of the contract price shall be grounds for the termination of the contract and forfeiture of the performance bond.</p>	
<p>C.</p>	<p>Contractor's Qualification</p> <p>The Contractor shall:</p> <ol style="list-style-type: none"> 1. Comply with all relevant provisions of the Vienna Convention on Diplomatic and Consular Relations pertaining to the treatment of diplomatic pouches and other applicable security regulations and laws regarding pick-up and delivery of diplomatic pouch, parcels and cargo from the Department to FSPs; 2. Have a representation in each of the countries/jurisdiction provided in Annex A; and 3. Have at least two (2) years experience in providing international courier service. 	
<p>IV.</p>	<p>Confidentiality Clause</p> <p>The Contractor shall ensure that each of its personnel assigned to the Department shall execute and sign a Non-Disclosure Agreement which is to be submitted to the Department prior to commencement of the service.</p>	
<p>V.</p>	<p>Duration</p>	
	<ol style="list-style-type: none"> 1. The duration of the contract shall commence on 01 June 2018 and end 31 December 2018. 	

	<p>2. The Department shall have the option for extend the contract for a period not exceeding seven (7) months.</p>	
VI.	Payment	
	<ol style="list-style-type: none"> 1. The Contractor shall submit monthly billings on the first week of the following month. 2. Monthly billings supported with pertinent documents shall be submitted to OAMSS and OFMS in a consolidated manner by the Contractor including soft copy of summary airway bill/billings/etc., as applicable. 3. The Contractor shall be paid within thirty (30) working days upon the submission of the invoice and complete supporting documents through List of Due and Demandable Accounts Payable (LDDAP). The list of documentary requirements needed for payment will be provided by the Office of Financial Management Services-Financial Resource Management Division (OFMS-FRMD) upon signing of the contract. 4. Upon receipt of payment from the OFMS-FRMD, the Contractor shall furnish a copy of the Official Receipt to the OAMSS-ITCRD along with the monthly Invoice and breakdown of Airway Bills. 5. All payments shall be inclusive of Value Added Tax (VAT) and other lawful charges. 	

ANNEX A
DIPLOMATIC POUCH OUTGOING SCHEDULE

MONDAY		
ATHENS	GENEVA	PARIS
BERLIN	LONDON	THE HAGUE
BERNE	LISBON	ROME
BRASILIA	MADRID	VATICAN
BRUSSELS	MILAN	VIENNA
BUDAPEST	OSLO	WARSAW
TUESDAY		
BANGKOK	KUALA LUMPUR	SINGAPORE
BRUNEI	MANADO	SYDNEY
CANBERRA	NEW DELHI	TAIPEI
DILI	OSAKA	TOKYO
HANOI	PHNOM PENH	WELLINGTON
JAKARTA PE	PORT MORESBY	YANGON
JAKARTA PM	SEOUL	
WEDNESDAY		
AGANA	LOS ANGELES	SAN FRANCISCO
CALGARY	MEXICO	TORONTO
CHICAGO	NEW YORK PCG	VANCOUVER
HONOLULU	NEW YORK PM	WASHINGTON DC
HOUSTON	OTTAWA	
THURSDAY		
ABU DHABI	DAMASCUS	KUWAIT
AMMAN	DOHA	MANAMA
BAGHDAD	DUBAI	MUSCAT
BEIRUT	ISLAMABAD	RIYADH
CAIRO	JEDDAH	TEHRAN
FRIDAY		
ABUJA	GUANGZHOU	SHANGHAI
ANKARA	MACAU	TEL-AVIV
BEIJING	MOSCOW	TRIPOLI
BUENOS AIRES	NAIROBI	VIENTIANE
CHONGQING	PRAGUE	XIAMEN
DHAKA	PRETORIA	
HONG KONG	SANTIAGO	

ANNEX B
BID RATE SHEET

Destination	Shipment Weight (Minimum - Maximum)	Rate per Kg	Estimated Rate per shipment (Rate per Kg x Maximum Weight)	Annual Indicative Number of Shipments	Annual Estimated Rate in PHP (Estimated Rate per Shipment x Annual Indicative Number of Shipments)
AFRICA					
Abuja, Nigeria	0.5 - 10.00			8	
	10.5 - 20.00			20	
	20.5 - 30.00			2	
	30.5 - 40.00			0	
	40.5 - 50.00			0	
	50.5kgs above			0	
Cairo, Egypt	0.5 - 10.00			8	
	10.5 - 20.00			20	
	20.5 - 30.00			2	
	30.5 - 40.00			0	
	40.5 - 50.00			0	
	50.5kgs above			0	
Nairobi, Kenya	0.5 - 10.00			8	
	10.5 - 20.00			20	
	20.5 - 30.00			2	
	30.5 - 40.00			0	
	40.5 - 50.00			0	
	50.5kgs above			0	
Pretoria, South Africa	0.5 - 10.00			8	
	10.5 - 20.00			20	
	20.5 - 30.00			2	
	30.5 - 40.00			0	
	40.5 - 50.00			0	
	50.5kgs above			0	
UNITED STATES					
Chicago, USA	0.5 - 10.00			8	
	10.5 - 20.00			20	
	20.5 - 30.00			2	
	30.5 - 40.00			1	
	40.5 - 50.00			1	

Destination	Shipment Weight (Minimum - Maximum)	Rate per Kg	Estimated Rate per shipment (Rate per Kg x Maximum Weight)	Annual Indicative Number of Shipments	Annual Estimated Rate in PHP (Estimated Rate per Shipment x Annual Indicative Number of Shipments)
	50.5kgs above			1	
Honolulu, USA	0.5 - 10.00			8	
	10.5 - 20.00			20	
	20.5 - 30.00			2	
	30.5 - 40.00				
	40.5 - 50.00				
	50.5kgs above				
Houston, USA	10.5 - 20.00			4	
	20.5 - 30.00			1	
	30.5 - 40.00			1	
	40.5 - 50.00				
	50.5kgs above				
Los Angeles, USA	0.5 - 10.00			5	
	10.5 - 20.00			4	
	20.5 - 30.00			4	
	30.5 - 40.00			15	
	40.5 - 50.00			2	
	50.5kgs above			0	
New York, USA	0.5 - 10.00			6	
	10.5 - 20.00			6	
	20.5 - 30.00			15	
	30.5 - 40.00			1	
	40.5 - 50.00			1	
	50.5kgs above			1	
San Francisco, USA	0.5 - 10.00			5	
	10.5 - 20.00			5	
	20.5 - 30.00			18	
	30.5 - 40.00			2	
	40.5 - 50.00			0	
	50.5kgs above			0	
Washington DC, USA	0.5 - 10.00			3	
	10.5 - 20.00			20	
	20.5 - 30.00			4	
	30.5 - 40.00			1	
	40.5 - 50.00			1	

Destination	Shipment Weight (Minimum - Maximum)	Rate per Kg	Estimated Rate per shipment (Rate per Kg x Maximum Weight)	Annual Indicative Number of Shipments	Annual Estimated Rate in PHP (Estimated Rate per Shipment x Annual Indicative Number of Shipments)
	50.5kgs above			1	
CANADA					
Ottawa, Canada	0.5 - 10.00			4	
	10.5 - 20.00			17	
	20.5 - 30.00			8	
	30.5 - 40.00			1	
	40.5 - 50.00			0	
	50.5kgs above			0	
Toronto, Canada	0.5 - 10.00			5	
	10.5 - 20.00			5	
	20.5 - 30.00			17	
	30.5 - 40.00			2	
	40.5 - 50.00			1	
	50.5kgs above			0	
Vancouver, Canada	0.5 - 10.00			2	
	10.5 - 20.00			2	
	20.5 - 30.00			4	
	30.5 - 40.00			20	
	40.5 - 50.00			1	
	50.5kgs above			1	
Calgary, Canada	0.5 - 10.00			3	
	10.5 - 20.00			19	
	20.5 - 30.00			5	
	30.5 - 40.00			1	
	40.5 - 50.00			1	
	50.5kgs above			1	
SOUTH AMERICA					
Brasilia, Brazil	0.5 - 10.00			3	
	10.5 - 20.00			19	
	20.5 - 30.00			5	
	30.5 - 40.00			1	

Destination	Shipment Weight (Minimum - Maximum)	Rate per Kg	Estimated Rate per shipment (Rate per Kg x Maximum Weight)	Annual Indicative Number of Shipments	Annual Estimated Rate in PHP (Estimated Rate per Shipment x Annual Indicative Number of Shipments)
	40.5 - 50.00			1	
	50.5kgs above			1	
Buenos Aires, Argentina	0.5 - 10.00			3	
	10.5 - 20.00			19	
	20.5 - 30.00			5	
	30.5 - 40.00			1	
	40.5 - 50.00			1	
	50.5kgs above			1	
Mexico, Mexico	0.5 - 10.00			3	
	10.5 - 20.00			19	
	20.5 - 30.00			5	
	30.5 - 40.00			1	
	40.5 - 50.00			1	
	50.5kgs above			1	
Santiago, Chile	0.5 - 10.00			3	
	10.5 - 20.00			19	
	20.5 - 30.00			5	
	30.5 - 40.00			1	
	40.5 - 50.00			1	
	50.5kgs above			1	
ASIA PACIFIC					
Agana, Guam	0.5 - 10.00			3	
	10.5 - 20.00			19	
	20.5 - 30.00			5	
	30.5 - 40.00			1	
	40.5 - 50.00			1	
	50.5kgs above			1	
Bangkok, Thailand	0.5 - 10.00			4	
	10.5 - 20.00			8	
	20.5 - 30.00			15	
	30.5 - 40.00			1	

Destination	Shipment Weight (Minimum - Maximum)	Rate per Kg	Estimated Rate per shipment (Rate per Kg x Maximum Weight)	Annual Indicative Number of Shipments	Annual Estimated Rate in PHP (Estimated Rate per Shipment x Annual Indicative Number of Shipments)
	40.5 - 50.00			1	
	50.5kgs above			1	
Beijing, China	0.5 - 10.00			3	
	10.5 - 20.00			14	
	20.5 - 30.00			20	
	30.5 - 40.00			1	
	40.5 - 50.00			1	
	50.5kgs above			1	
Brunei, Brunei	0.5 - 10.00			3	
	10.5 - 20.00			19	
	20.5 - 30.00			5	
	30.5 - 40.00			1	
	40.5 - 50.00			1	
	50.5kgs above			1	
Canberra, Australia	0.5 - 10.00			3	
	10.5 - 20.00			19	
	20.5 - 30.00			5	
	30.5 - 40.00			1	
	40.5 - 50.00			1	
	50.5kgs above			1	
Chongqing, China	0.5 - 10.00			3	
	10.5 - 20.00			19	
	20.5 - 30.00			5	
	30.5 - 40.00			1	
	40.5 - 50.00			1	
	50.5kgs above			1	
Dhaka, Bangladesh	0.5 - 10.00			20	
	10.5 - 20.00			7	
	20.5 - 30.00			3	
	30.5 - 40.00			0	
	40.5 - 50.00			0	
	50.5kgs above			0	
Dili, East Timor	0.5 - 10.00			20	
	10.5 - 20.00			7	

Destination	Shipment Weight (Minimum - Maximum)	Rate per Kg	Estimated Rate per shipment (Rate per Kg x Maximum Weight)	Annual Indicative Number of Shipments	Annual Estimated Rate in PHP (Estimated Rate per Shipment x Annual Indicative Number of Shipments)
	20.5 - 30.00			3	
	30.5 - 40.00			0	
	40.5 - 50.00			0	
	50.5kgs above			0	
Guangzhou, China	0.5 - 10.00			3	
	10.5 - 20.00			5	
	20.5 - 30.00			20	
	30.5 - 40.00			2	
	40.5 - 50.00			0	
	50.5kgs above			0	
Hanoi, Vietnam	0.5 - 10.00			20	
	10.5 - 20.00			7	
	20.5 - 30.00			3	
	30.5 - 40.00			0	
	40.5 - 50.00			0	
	50.5kgs above			0	
Hong Kong, Hong Kong	0.5 - 10.00			2	
	10.5 - 20.00			2	
	20.5 - 30.00			2	
	30.5 - 40.00			2	
	40.5 - 50.00			2	
	50.5kgs above			20	
Islamabad, Pakistan	0.5 - 10.00			22	
	10.5 - 20.00			5	
	20.5 - 30.00			3	
	30.5 - 40.00			0	
	40.5 - 50.00			0	
	50.5kgs above			0	
Jakarta PE, Indonesia	0.5 - 10.00			3	
	10.5 - 20.00			19	
	20.5 - 30.00			5	
	30.5 - 40.00			1	
	40.5 - 50.00			1	
	50.5kgs above			1	

Destination	Shipment Weight (Minimum - Maximum)	Rate per Kg	Estimated Rate per shipment (Rate per Kg x Maximum Weight)	Annual Indicative Number of Shipments	Annual Estimated Rate in PHP (Estimated Rate per Shipment x Annual Indicative Number of Shipments)
Jakarta PM, Indonesia	0.5 - 10.00			3	
	10.5 - 20.00			19	
	20.5 - 30.00			5	
	30.5 - 40.00			1	
	40.5 - 50.00			1	
	50.5kgs above			1	
Kuala Lumpur, Malaysia	0.5 - 10.00			1	
	10.5 - 20.00			1	
	20.5 - 30.00			5	
	30.5 - 40.00			22	
	40.5 - 50.00			1	
	50.5kgs above			0	
Manado, Indonesia	0.5 - 10.00			27	
	10.5 - 20.00			1	
	20.5 - 30.00			1	
	30.5 - 40.00			1	
	40.5 - 50.00			0	
	50.5kgs above			0	
Macau, Macau	0.5 - 10.00			2	
	10.5 - 20.00			7	
	20.5 - 30.00			20	
	30.5 - 40.00			1	
	40.5 - 50.00			0	
	50.5kgs above			0	
New Delhi, India	0.5 - 10.00			22	
	10.5 - 20.00			6	
	20.5 - 30.00			2	
	30.5 - 40.00			0	
	40.5 - 50.00			0	
	50.5kgs above			0	
Osaka, Japan	0.5 - 10.00			2	
	10.5 - 20.00			10	
	20.5 - 30.00			15	
	30.5 - 40.00			1	
	40.5 - 50.00			1	

Destination	Shipment Weight (Minimum - Maximum)	Rate per Kg	Estimated Rate per shipment (Rate per Kg x Maximum Weight)	Annual Indicative Number of Shipments	Annual Estimated Rate in PHP (Estimated Rate per Shipment x Annual Indicative Number of Shipments)
	50.5kgs above			1	
Phnom Penh, Cambodia	0.5 - 10.00			22	
	10.5 - 20.00			7	
	20.5 - 30.00			1	
	30.5 - 40.00			0	
	40.5 - 50.00			0	
	50.5kgs above			0	
Port Moresby, Papua New Guinea	0.5 - 10.00			22	
	10.5 - 20.00			7	
	20.5 - 30.00			1	
	30.5 - 40.00			0	
	40.5 - 50.00			0	
	50.5kgs above			0	
Seoul, South Korea	0.5 - 10.00			5	
	10.5 - 20.00			20	
	20.5 - 30.00			5	
	30.5 - 40.00			0	
	40.5 - 50.00			0	
	50.5kgs above			0	
Shanghai, China	0.5 - 10.00			5	
	10.5 - 20.00			22	
	20.5 - 30.00			1	
	30.5 - 40.00			1	
	40.5 - 50.00			1	
	50.5kgs above			0	
Singapore, Singapore	0.5 - 10.00			1	
	10.5 - 20.00			1	
	20.5 - 30.00			2	
	30.5 - 40.00			3	
	40.5 - 50.00			22	
	50.5kgs above			1	
Sydney, Australia	0.5 - 10.00			7	
	10.5 - 20.00			21	
	20.5 - 30.00			2	

Destination	Shipment Weight (Minimum - Maximum)	Rate per Kg	Estimated Rate per shipment (Rate per Kg x Maximum Weight)	Annual Indicative Number of Shipments	Annual Estimated Rate in PHP (Estimated Rate per Shipment x Annual Indicative Number of Shipments)
	30.5 - 40.00			0	
	40.5 - 50.00			0	
	50.5kgs above			0	
Taipei, Taiwan	0.5 - 10.00			6	
	10.5 - 20.00			22	
	20.5 - 30.00			2	
	30.5 - 40.00			0	
	40.5 - 50.00			0	
	50.5kgs above			0	
Tokyo, Japan	0.5 - 10.00			1	
	10.5 - 20.00			1	
	20.5 - 30.00			2	
	30.5 - 40.00			24	
	40.5 - 50.00			2	
	50.5kgs above			0	
Vientiane, Laos	0.5 - 10.00			5	
	10.5 - 20.00			25	
	20.5 - 30.00			0	
	30.5 - 40.00			0	
	40.5 - 50.00			0	
	50.5kgs above			0	
Wellington, New Zealand	0.5 - 10.00			5	
	10.5 - 20.00			25	
	20.5 - 30.00			0	
	30.5 - 40.00			0	
	40.5 - 50.00			0	
	50.5kgs above			0	
Xiamen, China	0.5 - 10.00			5	
	10.5 - 20.00			25	
	20.5 - 30.00			0	
	30.5 - 40.00			0	
	40.5 - 50.00			0	
	50.5kgs above			0	
	0.5 - 10.00			24	

Destination	Shipment Weight (Minimum - Maximum)	Rate per Kg	Estimated Rate per shipment (Rate per Kg x Maximum Weight)	Annual Indicative Number of Shipments	Annual Estimated Rate in PHP (Estimated Rate per Shipment x Annual Indicative Number of Shipments)
Yangon, Myanmar	10.5 - 20.00			5	
	20.5 - 30.00			1	
	30.5 - 40.00			0	
	40.5 - 50.00			0	
	50.5kgs above			0	
EUROPE					
Ankara, Turnkey	0.5 - 10.00			7	
	10.5 - 20.00			23	
	20.5 - 30.00			0	
	30.5 - 40.00			0	
	40.5 - 50.00			0	
	50.5kgs above			0	
Athens, Greece	0.5 - 10.00			7	
	10.5 - 20.00			23	
	20.5 - 30.00			0	
	30.5 - 40.00			0	
	40.5 - 50.00			0	
	50.5kgs above			0	
Berlin, Germany	0.5 - 10.00			7	
	10.5 - 20.00			23	
	20.5 - 30.00			0	
	30.5 - 40.00			0	
	40.5 - 50.00			0	
	50.5kgs above			0	
Berne, Switzerland	0.5 - 10.00			23	
	10.5 - 20.00			7	
	20.5 - 30.00			0	
	30.5 - 40.00			0	
	40.5 - 50.00			0	
	50.5kgs above			0	
Brussels, Belgium	0.5 - 10.00			23	
	10.5 - 20.00			7	

Destination	Shipment Weight (Minimum - Maximum)	Rate per Kg	Estimated Rate per shipment (Rate per Kg x Maximum Weight)	Annual Indicative Number of Shipments	Annual Estimated Rate in PHP (Estimated Rate per Shipment x Annual Indicative Number of Shipments)
	20.5 - 30.00			0	
	30.5 - 40.00			0	
	40.5 - 50.00			0	
	50.5kgs above			0	
Budapest, Hungary	0.5 - 10.00			30	
	10.5 - 20.00			10	
	20.5 - 30.00			0	
	30.5 - 40.00			0	
	40.5 - 50.00			0	
	50.5kgs above			0	
Geneva, Switzerland	0.5 - 10.00			25	
	10.5 - 20.00			5	
	20.5 - 30.00			0	
	30.5 - 40.00			0	
	40.5 - 50.00			0	
	50.5kgs above			0	
London, United Kingdom	0.5 - 10.00			3	
	10.5 - 20.00			24	
	20.5 - 30.00			3	
	30.5 - 40.00			0	
	40.5 - 50.00			0	
	50.5kgs above			0	
Lisbon, Portugal	0.5 - 10.00			25	
	10.5 - 20.00			4	
	20.5 - 30.00			0	
	30.5 - 40.00			0	
	40.5 - 50.00			0	
	50.5kgs above			0	
Madrid, Spain	0.5 - 10.00			4	
	10.5 - 20.00			25	
	20.5 - 30.00			1	
	30.5 - 40.00			0	
	40.5 - 50.00			0	
	50.5kgs above			0	

Destination	Shipment Weight (Minimum - Maximum)	Rate per Kg	Estimated Rate per shipment (Rate per Kg x Maximum Weight)	Annual Indicative Number of Shipments	Annual Estimated Rate in PHP (Estimated Rate per Shipment x Annual Indicative Number of Shipments)
Milan, Italy	0.5 - 10.00			1	
	10.5 - 20.00			1	
	20.5 - 30.00			1	
	30.5 - 40.00			7	
	40.5 - 50.00			21	
	50.5kgs above			0	
Moscow, Russia	0.5 - 10.00			23	
	10.5 - 20.00			7	
	20.5 - 30.00			0	
	30.5 - 40.00			0	
	40.5 - 50.00			0	
	50.5kgs above			0	
Oslo, Norway	0.5 - 10.00			4	
	10.5 - 20.00			25	
	20.5 - 30.00			1	
	30.5 - 40.00			0	
	40.5 - 50.00			0	
	50.5kgs above			0	
Paris, France	0.5 - 10.00			8	
	10.5 - 20.00			20	
	20.5 - 30.00			2	
	30.5 - 40.00			0	
	40.5 - 50.00			0	
	50.5kgs above			0	
Prague, Czech Republic	0.5 - 10.00			25	
	10.5 - 20.00			5	
	20.5 - 30.00			0	
	30.5 - 40.00			0	
	40.5 - 50.00			0	
	50.5kgs above			0	
Rome, Italy	0.5 - 10.00			1	
	10.5 - 20.00			1	
	20.5 - 30.00			1	
	30.5 - 40.00			2	
	40.5 - 50.00			24	

Destination	Shipment Weight (Minimum - Maximum)	Rate per Kg	Estimated Rate per shipment (Rate per Kg x Maximum Weight)	Annual Indicative Number of Shipments	Annual Estimated Rate in PHP (Estimated Rate per Shipment x Annual Indicative Number of Shipments)
	50.5kgs above			1	
The Hague, The Netherlands	0.5 - 10.00			25	
	10.5 - 20.00			5	
	20.5 - 30.00			0	
	30.5 - 40.00			0	
	40.5 - 50.00			0	
	50.5kgs above			0	
Vatican, Italy	0.5 - 10.00			5	
	10.5 - 20.00			25	
	20.5 - 30.00			0	
	30.5 - 40.00			0	
	40.5 - 50.00			0	
	50.5kgs above			0	
Vienna, Austria	0.5 - 10.00			25	
	10.5 - 20.00			5	
	20.5 - 30.00			0	
	30.5 - 40.00			0	
	40.5 - 50.00			0	
	50.5kgs above			0	
Warsaw, Poland	0.5 - 10.00			25	
	10.5 - 20.00			5	
	20.5 - 30.00			0	
	30.5 - 40.00			0	
	40.5 - 50.00			0	
	50.5kgs above			0	
Middle East					
Abu Dhabi, UAE	0.5 - 10.00			1	
	10.5 - 20.00			1	
	20.5 - 30.00			1	
	30.5 - 40.00			1	
	40.5 - 50.00			25	
	50.5kgs above			1	
Amman, Jordan	0.5 - 10.00			5	
	10.5 - 20.00			25	

Destination	Shipment Weight (Minimum - Maximum)	Rate per Kg	Estimated Rate per shipment (Rate per Kg x Maximum Weight)	Annual Indicative Number of Shipments	Annual Estimated Rate in PHP (Estimated Rate per Shipment x Annual Indicative Number of Shipments)
	20.5 - 30.00			0	
	30.5 - 40.00			0	
	40.5 - 50.00			0	
	50.5kgs above			0	
Baghdad, Iraq	0.5 - 10.00			25	
	10.5 - 20.00			5	
	20.5 - 30.00			0	
	30.5 - 40.00			0	
	40.5 - 50.00			0	
	50.5kgs above			0	
Beirut, Lebanon	0.5 - 10.00			5	
	10.5 - 20.00			25	
	20.5 - 30.00			0	
	30.5 - 40.00			0	
	40.5 - 50.00			0	
	50.5kgs above			0	
Damascus, Syria	0.5 - 10.00			25	
	10.5 - 20.00			5	
	20.5 - 30.00			0	
	30.5 - 40.00			0	
	40.5 - 50.00			0	
	50.5kgs above			0	
Doha, Qatar	0.5 - 10.00			1	
	10.5 - 20.00			1	
	20.5 - 30.00			1	
	30.5 - 40.00			2	
	40.5 - 50.00			24	
	50.5kgs above			1	
Dubai, UAE	0.5 - 10.00			0	
	10.5 - 20.00			0	
	20.5 - 30.00			0	
	30.5 - 40.00			0	
	40.5 - 50.00			0	
	50.5kgs above			30	
	0.5 - 10.00			0	

Destination	Shipment Weight (Minimum - Maximum)	Rate per Kg	Estimated Rate per shipment (Rate per Kg x Maximum Weight)	Annual Indicative Number of Shipments	Annual Estimated Rate in PHP (Estimated Rate per Shipment x Annual Indicative Number of Shipments)
Jeddah, Saudi Arabia	10.5 - 20.00			0	
	20.5 - 30.00			0	
	30.5 - 40.00			0	
	40.5 - 50.00			0	
	50.5kgs above			30	
Kuwait, Kuwait	0.5 - 10.00			0	
	10.5 - 20.00			0	
	20.5 - 30.00			1	
	30.5 - 40.00			19	
	40.5 - 50.00			10	
	50.5kgs above			0	
Manama, Bahrain	0.5 - 10.00			1	
	10.5 - 20.00			16	
	20.5 - 30.00			13	
	30.5 - 40.00			0	
	40.5 - 50.00			0	
	50.5kgs above			0	
Muscat, Oman	0.5 - 10.00			5	
	10.5 - 20.00			25	
	20.5 - 30.00			0	
	30.5 - 40.00			0	
	40.5 - 50.00			0	
	50.5kgs above			0	
Riyadh, Saudi Arabia	0.5 - 10.00			0	
	10.5 - 20.00			0	
	20.5 - 30.00			0	
	30.5 - 40.00			0	
	40.5 - 50.00			0	
	50.5kgs above			30	
Tehran, Iran	0.5 - 10.00			25	
	10.5 - 20.00			5	
	20.5 - 30.00			0	
	30.5 - 40.00			0	
	40.5 - 50.00			0	
	50.5kgs above			0	

Destination	Shipment Weight (Minimum - Maximum)	Rate per Kg	Estimated Rate per shipment (Rate per Kg x Maximum Weight)	Annual Indicative Number of Shipments	Annual Estimated Rate in PHP (Estimated Rate per Shipment x Annual Indicative Number of Shipments)
Tel-aviv, Israel	0.5 - 10.00			5	
	10.5 - 20.00			25	
	20.5 - 30.00			0	
	30.5 - 40.00			0	
	40.5 - 50.00			0	
	50.5kgs above			0	
Tripoli, Libya	0.5 - 10.00			25	
	10.5 - 20.00			5	
	20.5 - 30.00			0	
	30.5 - 40.00			0	
	40.5 - 50.00			0	
	50.5kgs above			0	

Note:

Bidder must state compliance to each of the provisions in the Terms of Reference/Technical Specifications, as well as to the Schedule of Requirements. The Statement of Compliance must be signed by the authorized representative of the Bidder, with proof of authority to sign and submit the bid for and in behalf of the Bidder concerned. If the Bidder is a joint venture, the representative must have authority to sign for and in behalf of the partners to the joint venture. All documentary requirements should be submitted on or before the deadline for the submission of bids.

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 Bidders 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 subject to the provisions of **ITB** Clause 3.1 (a)(ii) and/or GCC Clause 2.1 (a)(ii).

Conformé:

[Signature/s]

[Name of the Bidder/ Bidder's Authorized Representative/s]

[Position]

[Date]

**STANDARD CHECKLIST OF ELIGIBILITY, TECHNICAL DOCUMENTS AND
FINANCIAL COMPONENT OF THE DEPARTMENT'S PUBLIC BIDDING
(FOR GOODS OR GENERAL SUPPORT SERVICES)**

	ELIGIBILITY AND TECHNICAL DOCUMENTS (TECHNICAL COMPONENT)	TAB/LABEL
1	<p>OMNIBUS SWORN STATEMENT (in the prescribed form, duly notarized in accordance with the 2004 Rules on Notarial Practice).</p> <p>In the case of a corporation, partnership, cooperative or joint venture, the Omnibus Sworn Statement shall be accompanied by a notarized Secretary's Certificate (Authority of the Signatory).</p>	<p>A</p> <p>A.1</p>
2.	Certificate of PhilGEPS Registration (Platinum Member)	B
3	Statement and Copy of all its ongoing government and private contracts within the prescribed number of years, as indicated in the Invitation to Bid, including contracts awarded but not yet started, if any, as required in the Bidding Documents.	C
4	<p>Copy of the SINGLE LARGEST COMPLETED CONTRACT (SLCC) together with <u>Certificate of Final Acceptance/Completion</u> of the project from the bidder's client OR <u>official receipt(s)</u> of the bidder for the contract , as described and required in the Bidding Documents</p> <p>If the SLCC is covered by a non-disclosure agreement, the bidder shall submit, in lieu of the copy of the actual contract, an equivalent document which may include a letter or certification issued by the bidder's client(s) stating the existence of a non-disclosure agreement, name of the contract or the type of Goods delivered or Services performed, the duration of the contract, the indicative value of the contract and remaining obligation (if any), the duration of the contract, and whether such project or undertaking has been successfully delivered/performed by the bidder and accepted by the client.</p>	<p>D</p> <p>D.1</p>
5	<p>Net Financial Contracting Capacity (NFCC) that is <i>at least equal</i> to the Approved Budget for the Contract (ABC).</p> <p style="text-align: center;">OR</p> <p>Committed Line of Credit (CLC) that is at least ten percent (10%) to the Approved Budget for the Contract (ABC)</p>	E
6	FOR JOINT VENTURES	

	<p>Notarized Joint Venture Agreement (JVA) in case the joint venture is already in existence, specifying the extent of ownership or interest of each partner. Provided that Filipino ownership or interest of the joint venture concerned shall be at least sixty percent (60%). In case of corporations or partnerships, the person executing such sworn statement shall submit proof that he/she was duly authorized to sign and execute such sworn statement for and on behalf of the entity.</p> <p style="text-align: center;">or</p> <p>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 and that they will enter into a JVA within 10 days from receipt of Notice of Award. In addition, such sworn statement must disclose the nationality and the location of the principal office as well as extent of ownership or interest of each partner entity. In case of corporations or partnerships, the person executing such sworn statement shall submit proof that he/she was duly authorized to sign and execute such sworn statement for and on behalf of the entity.</p>	F
7	<p>Bid Security, issued in favor of the DFA, valid for a period as stated in the BID DATA SHEET, in <u>any</u> of the acceptable forms:</p> <p>(a) Cash or cashiers/manager's check issued by a universal or commercial bank (2% of the ABC).;</p> <p style="text-align: center;">OR</p> <p>(b) Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank (2% of the ABC);</p> <p style="text-align: center;">OR</p> <p>(c) Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security (5% of the ABC)</p> <p style="text-align: center;">OR</p> <p>(d) Any combination of the foregoing (Proportionate to share of form with respect to total amount of security)</p> <p style="text-align: center;">OR</p>	G

	(e) BID SECURING DECLARATION (in the prescribed form as contained in the Bidding Documents).	
8	STATEMENT OF COMPLIANCE with all the <u>Technical Specifications /Terms of Reference</u> , as described as well as the <u>Schedule of Requirements</u> . (As enumerated and specified in Sections VI and VII, respectively, of the Bidding Documents)	H
	FINANCIAL COMPONENT	
1	Financial Bid Form (indicating the bidder's bid price)	A
2	Price Schedule or Breakdown of Bidder's Financial Bid	B