

**PITC BIDS AND AWARDS COMMITTEE I
CHECKLIST OF DOCUMENTS**

Name of Company : _____
 Project : **SUPPLY, DELIVERY, INSTALLATION, TESTING AND COMMISSIONING OF BRAND NEW LIGHT DETECTION AND RANGING (LiDAR) SYSTEM FOR THE ADVANCED SCIENCE AND TECHNOLOGY INSTITUTE (ASTI)**
 Bid Ref No. : **2012-066 (Rebid)**
 (Previous Bid Ref No.: 2012-026)

Approved Budget for the Contract (ABC): **₱ 294,321,810.00**

Please check appropriate box	Item No.	Description	Quantity	Total ABC ₱ (Delivered Duties Paid - DDP)
<input type="checkbox"/>	1	Brand New Integrated Topographic LiDAR Scanner + Metric Aerial Camera System	1 set	158,318,820.00
<input type="checkbox"/>	2	Brand New Fully Integrated Topographic LiDAR Scanner + Bathymetric (Shallow Water) LiDAR Scanner + Metric Aerial Camera System	1 set	136,002,990.00

Item No.	Description
12.1	CERTIFICATION ON ELIGIBILITY
12.1	PITC CERTIFICATE OF REGISTRATION

ENVELOPE 1: ELIGIBILITY AND TECHNICAL DOCUMENTS

ELIGIBILITY (CLASS "A" DOCUMENTS)

12.1 (a)(a.1)	FOR LOCAL MANUFACTURERS
12.1 (a)(a.1)(i)	Certified true copy of Registration Certificate from the Securities and Exchange Commission (SEC) for corporations, or from Department of Trade and Industry (DTI) for sole proprietorship, or from Cooperative Development Authority (CDA) for cooperatives
12.1 (a)(a.1)(ii)	Certified true copy of Business/Mayor's permit for year 2012 issued by the city or municipality where the principal place of business of the bidder is located; or Certified true copy of application for Business/Mayor's Permit for year 2012 and its corresponding official receipt, issued by the city or municipality where the principal place of business of the prospective bidder is located.
12.1 (a)(a.1)(iii)	Statement of all its ongoing contracts and completed contracts within the last three (3) years including contracts awarded but not yet started, if any (Annex I)
12.1 (a)(a.1)(iv)	Statement of Completed Single Largest Contract of similar nature within the five (5) years from the date and submission and receipt of bids, equivalent to at least fifty percent (50%) of the ABC of this project (Annex I-A). "Similar Nature", for purposes hereof, shall mean "airborne laser scanners and related systems for topographical mapping and survey." Any of the following documents must be attached to Annex I-A. (1) End User's Acceptance or (2) Official Receipt/s
12.1 (a)(a.1)(v)	Certified true copy of Audited Financial Statements for calendar year 2010 or 2011 which must include the following statements: (1) Independent Auditor's Report; (2) Balance Sheet (Statement of Financial Position); and (3) Income Statement (Statement of Comprehensive Income) Each of the above statements must be stamped received by the Bureau of Internal Revenue (BIR) or its duly accredited and authorized institutions.

12.1 (a)(a.1)(vi)	Duly signed NFCC computation (Annex II) or Credit Certificate (CLC)				
	Item No.	Description	Quantity	NFCC must at least equal to ₱	CLC must at least equal to ₱
	1	Brand New Integrated Topographic LiDAR Scanner + Metric Aerial Camera System	1 set	158,318,820.00	15,831,882.00
2	Brand New Fully Integrated Topographic LiDAR Scanner + Bathymetric (Shallow Water) LiDAR Scanner + Metric Aerial Camera System	1 set	136,002,990.00	13,600,299.00	
CLASS "B" DOCUMENTS (For Joint Venture)					
12.1. (a)(a.1)(vii)	<p>If applicable, the JVA in case the joint venture is already in existence, or duly notarized "Protocol of Cooperation" (Annex III) 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.</p> <p>In case the joint venture is not yet in existence, the submission of a valid JVA shall be within ten (10) calendar days from receipt by the bidder of the notice from the BAC I that the bidder is the Lowest Calculated and Responsive Bid {Sec 37.1.4 9a) (i)}</p>				
12.1. (a)(a.1)(viii)	Each partner of a joint venture agreement shall likewise submit item (i) and (ii) under Eligibility documents. Submission of items (iii) to (vi) under Eligibility documents by any of the joint venture partners constitutes compliance				
ELIGIBILITY (CLASS "A" DOCUMENTS)					
12.1 (a)(a.2) (a.2.1)	FOR FOREIGN MANUFACTURERS				
ALL DOCUMENTARY SUBMISSION OR STATEMENT SUBMITTED TO THE PITC BAC I MUST BE IN ENGLISH. IF NOT IN ENGLISH, THESE MUST BE ACCOMPANIED BY AN ACCURATE TRANSLATION IN ENGLISH CERTIFIED/AUTHENTICATED BY THE NEAREST PHILIPPINE EMBASSY OR CONSULATE WHERE THE FOREIGN MANUFACTURER HAS ITS PRINCIPAL PLACE OF BUSINESS					
12.1 (a)(a.2) (a.2.1)(i)	Certified true copy of valid and current certificate / license / authority to conduct business and operate as manufacturer and exporter of airborne laser scanners and related systems for topographical mapping and survey issued by the regulatory authority in the country where the manufacturer is based and the corresponding English translation				
12.1 (a)(a.2) (a.2.1)(ii)	Statement of All its Ongoing and Completed Contracts within the Last Three (3) years, including contracts awarded but not yet started, if any (Annex I)				
12.1 (a)(a.2) (a.2.1)(iii)	<p>Statement of Completed Single Largest Contract of Similar Nature within the Last Five (5) years from the date of submission and receipt of bids equivalent to at least fifty percent (50%) of the ABC of the item being bid for. (Annex I-A).</p> <p>"Similar Nature", for purposes hereof, shall mean "airborne laser scanners and related systems for topographical mapping and survey."</p> <p>Any of the following documents <u>must be attached</u> to Annex I-A:</p> <ul style="list-style-type: none"> • End User's Acceptance; or • Official Receipt/s. 				
12.1 (a)(a.2) (a.2.1)(iv)	Certified true copy of Corporate Financial Statements or Annual Report for 2010 Or 2011 with corresponding English translation.				

12.1 (a)(a.2) (a.2.1)(v)	Duly signed NFCC computation (Annex II) or Credit Certificate (CLC)				
	Item No.	Description	Quantity	NFCC must at least equal to ₱	CLC must at least equal to ₱
	1	Brand New Integrated Topographic LiDAR Scanner + Metric Aerial Camera System	1 set	158,318,820.00	15,831,882.00
	2	Brand New Fully Integrated Topographic LiDAR Scanner + Bathymetric (Shallow Water) LiDAR Scanner + Metric Aerial Camera System	1 set	136,002,990.00	13,600,299.00
12.1 (a)(a.2) (a.2.2)	FOR PHILIPPINE BASED REPRESENTATIVE COMPANY OF THE FOREIGN MANUFACTURER (IF REPRESENTED BY A PHILIPPINE BASED COMPANY)				
12.1 (a)(a.2) (a.2.2)(i)	Certified true copy of Registration Certificate from the Securities and Exchange Commission (SEC) for corporations, or from Department of Trade and Industry (DTI) for sole proprietorship, or from Cooperative Development Authority (CDA) for cooperatives				
12.1 (a)(a.2) (a.2.2)(ii)	Certified true copy of Business/Mayor's permit for year 2012 issued by the city or municipality where the principal place of business of the bidder is located, or Certified true copy of application for Business/Mayor's Permit for year 2012 and its corresponding official receipt, issued by the city or municipality where the principal place of business of the prospective bidder is located;				
12.1 (a)(a.2) (a.2.2)(iii)	Certified true copy of duly notarized authorization of the Company's representative (e.g., Secretary's Certificate for Corporation, Special Power of Attorney for Sole Proprietor) with specimen signature of the authorized representative to transact with PITC including address, telephone number, fax number and email address.				
CLASS "B" DOCUMENTS (For Joint Venture)					
12.1 (a)(a.2) (a.2.2)(iv)	If applicable, the JVA in case the joint venture is already in existence, or duly notarized "Protocol of Cooperation" (Annex III) 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. In case the joint venture is not yet in existence, the submission of a valid JVA shall be within ten (10) calendar days from receipt by the bidder of the notice from the BAC I that the bidder is the Lowest Calculated and Responsive Bid {Sec 37.1.4 9a) (i)}				
12.1 (a)(a.2) (a.2.2)(v)	Each partner of a joint venture agreement shall likewise submit item (i) and (ii) under Eligibility documents. Submission of items (iii) to (vi) under Eligibility documents by any of the joint venture partners constitutes compliance				

TECHNICAL DOCUMENTS

12.1. (b)(i)	Bid security shall be in the name of PITC in any of the following forms:				
	Item No.	Description	Quantity	Total ABC DDP (₱)	Bid Security: Cash, Cashier's/ Managers Check, Bank Draft / Guarantee, Irrevocable Letter of Credit (2%) (₱) Bid Security: Surety Bond (5%) (₱)
	1	Brand New Integrated Topographic LiDAR Scanner + Metric Aerial Camera System	1 set	158,318,820.00	3,166,376.40 7,915,941.00
	2	Brand New Fully Integrated Topographic LiDAR Scanner + Bathymetric (Shallow Water) LiDAR Scanner + Metric Aerial Camera System	1 set	136,002,990.00	2,720,059.80 6,800,149.50
Note: Separate bid security for each item being bid.					
- Should bidder opt to submit a surety bond, it must be callable upon demand, valid within 120 calendar days from date of opening of bids and bond must specify provisions one of bid security (per BDS Clause 18.1					
- Bidder must also submit copy of Certification issued by the Insurance Commission unequivocally stating that the insurance or surety company is authorized to issue surety bonds callable upon demand.					
12.1. (b)(ii)	Completed and signed Technical Bid Forms				
	Annex IV-A1	Item No. 1	Brand New Integrated Topographic LiDAR Scanner + Metric Aerial Camera System		
	Annex IV-B1	Item No. 2	Brand New Fully Integrated Topographic LiDAR Scanner + Bathymetric (Shallow Water) LiDAR Scanner + Metric Aerial Camera System		
12.1. (b)(iii)	Duly conformed Terms of Reference				
	Annex IV-A2	Item No. 1	Brand New Integrated Topographic LiDAR Scanner + Metric Aerial Camera System		
	Annex IV-B2	Item No. 2	Brand New Fully Integrated Topographic LiDAR Scanner + Bathymetric (Shallow Water) LiDAR Scanner + Metric Aerial Camera System		
12.1. (b)(iv)	Brochure or Technical Data Sheet or equivalent of the product being offered specifying Technical specifications. (Separate for each item being bid)				
12.1. (b)(v)	Proposal for Delivery within forty-five (45) calendar days from receipt of Notice to Proceed or Opening of Letter of Credit whichever comes later; provided, however, if above payment is through a Letter of Credit, the supplier's Proforma Invoice must be issued to PITC within seven (7) calendar days from receipt of Notice of Award. Otherwise, the period of delivery shall be reckoned from date of receipt of the Notice to Proceed. (Annex IV-C)				

12.1. (b)(vi)	Proposal for Installation, Testing and Commissioning on Designated Aircraft and Training of Project Personnel within thirty (30) calendar days from receipt of Notice to Install from ASTI/PITC (Annex IV-D)	
12.1. (b)(vii)	Warranty Undertaking issued in favor of ASTI for Three (3) Years on Parts and Service with Semi Annual Preventive Maintenance (Annex IV-E) The warranty shall cover full replacement of defective items, including labor, spare parts and materials, free of charge.	
12.1. (b)(viii)	Certificate of Replacement of Defective Parts, within ten (10) calendar days upon receipt of Notice of Defects from PITC/ASTI. (Annex IV-F)	
12.1. (b)(ix)	Certificate of Availability of Technical Support (Annex IV-G)	
12.1. (b)(x)	Certificate of After Sales Service and Availability of Spare Parts. (Annex IV-H)	
12.1. (b)(xi)	Undertaking to Provide End-User's Training for a maximum of thirty (30) calendar days for fifteen (15) DREAM Program personnel. (Annex IV-I)	
12.1. (b)(xii)	Undertaking to Provide Operations, Training and Reference Manual/Documentation in English in electronic and hard copies for each unit. (Annex IV-J)	
12.1. (b)(xiii)	Certified true copy of valid and current ISO certificate or equivalent of the manufacturer of airborne laser scanners and related systems for topographical mapping and survey	
12.1. (b)(xiv)	Certification on Client Satisfaction showing a rating of at least Very Satisfactory issued by the bidder's Single Largest Completed Contract (Annex IV-K)	
12.1. (b)(xv)	Undertaking to Provide all Documents and Samples required for Registration, Transfer and Testing of Products (Annex IV-L)	
12.1.(b)(xvi)	Certified True Copy of Proof of Authority of the designated representative/s for purposes of this bidding.	
	(a) Duly notarized Special Power of Attorney - For sole proprietorship if owner opts to designate representative/s; or (b) Duly notarized Secretary's Certificate evidencing the authority of the designated representative/s, issued by the corporation, cooperative or the members of the joint venture. Provided that in the case of unincorporated joint venture, each member shall submit a separate Special Power of Attorney and/or Secretary's Certificate evidencing the authority of the designated representative/s.	
12.1(b)(xvii)	Omnibus Sworn Statements (Annex V)	
	(a) Authority of the Designated Representative	
	(b) Non-inclusion in Blacklist or Under Suspension Status	
	(c) No Overdue Deliveries and Unperformed Services	
	(d) Authenticity of Submitted Documents	
	(e) Authority to Validate Submitted Documents	
	(f) Disclosure of Relations	
	(g) Compliance with Existing Labor Laws and Standards	
	(h) Bidders Responsibilities	
(i) Statement that the Bidder or its duly authorized representative did not participate as a consultant in the preparation of the design or technical specifications of the GOODS subject of the bid.		

		<u>ADDITIONAL TECHNICAL DOCUMENTARY REQUIREMENTS FOR FOREIGN MANUFACTURER WITH A PHILIPPINE BASED REPRESENTATIVE</u>		
12.1(b) (xviii)	<p>Certified true copy of valid and current Written Appointment of the Philippine based company (as local representative of foreign manufacturer). Such written appointment must be valid and current.</p> <p>In case the foreign manufacturer allow payments to be received on their behalf by their local representative company, the Written Appointment shall include an express provision authorizing said local representative company to receive/accept such payment.</p> <p>The Written Appointment, duly translated in English, shall be signed by the duly authorized representative of the foreign manufacturer, accompanied by proof of such authority.</p> <p>(Note: Authenticated copy by the nearest Philippine Consulate where the business is located, will be required for payment purposes)</p>			
12.1(b) (xix)	<p>Certified true copy of authorization/designation of foreign manufacturer's representative who shall sign the appointment of their Philippine-based local representative and other documents required from the foreign manufacturer, including specimen signature and corresponding English translation</p>			
ENVELOPE 2: FINANCIAL COMPONENT				
13.1	Completed and signed Financial Bid Form. Must not exceed the ABC ₱ DDP for each item being bid.			
	Annex	Item No.	Description	ABC (₱) Delivered Duties Paid - DDP
	VI-A	1	Brand New Integrated Topographic LiDAR Scanner + Metric Aerial Camera System	158,318,820.00
VI-B	2	Brand New Fully Integrated Topographic LiDAR Scanner + Bathymetric (Shallow Water) LiDAR Scanner + Metric Aerial Camera System	136,002,990.00	
13.2	If the Bidder claims preference as a Domestic Bidder or Domestic Entity, a Certification from the DTI, SEC or CDA to be enclosed pursuant to the Revised IRR of RA 9184			
Note: In case of inconsistency between the Checklist of Documents for bidders and the provisions in the Instructions to Bidders and Bid Data Sheet, the Instructions to Bidders and Bid Data Sheet shall prevail.				