



Republic of the Philippines
NAVAL STATE UNIVERSITY

Naval, Biliran

Telefax No.: (053) 500-4087 / (053) 500-9045

Email add: nsubac2017@gmail.com

Website: www.nsu.edu.ph



OFFICE OF THE BIDS & AWARDS COMMITTEE

Invitation for Negotiated Procurement *Procurement of Mini-Bus*

1. In view of the two (2) failed public biddings, the **Naval State University (NSU) Bids and Awards Committee (BAC)** invites interested bidders to participate in the negotiation for the **Procurement of Mini Bus** with an **Approved Budget of the Contract (ABC) of Four Million Two Hundred Thousand Pesos (Php 4,200,000.00)** in accordance with Section 53.1 of the Implementing Rules and Regulations of Republic Act No. 9184, otherwise known as the "Government Procurement Reform Act."

For more details on this project, please refer to attached Schedule of Requirements (Annex A) and Technical Specifications (Annex B).

2. The following eligibility and technical documents as well as the Financial Proposal Form shall be submitted on or before **December 4, 2017 @ 10:00 A.M.** at **President's Office Conference Room, Naval State University, Naval, Biliran:**

ELIGIBILITY DOCUMENTS

CLASS A DOCUMENTS

- Certificate of PhilGEPS Registration
- Registration certificate from the Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives.
- Mayor's permit issued by the city or municipality where the principal place of business of the prospective bidder is located.
- Tax clearance per Executive Order 398, Series of 2005, as finally reviewed and approved by the BIR.
- Statement of all 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.
- Statement of at least one (1) similar completed largest contract within the last five (5) years from the date of the opening of bids equivalent to at least fifty percent (50%) of the ABC.
- Latest audited financial statements, stamped "Received" by the Bureau of Internal Revenue (BIR) or its duly accredited and authorized institutions, for the preceding calendar year, which should be not be earlier than two (2) years from bid submission or its equivalent documents in case of a foreign bidder, provided that the same shall be in accordance with International Financial Reporting Standards.
- NFCC Computation, which should be at least equal to the ABC of the project to be bid = $K * (\text{Current Asset} - \text{Current Liabilities})$ minus the value of all outstanding or uncompleted portions of the project under the ongoing contract including contracts not yet started wherein the value of K is 15 regardless of the period or duration of the project.

CLASS B DOCUMENTS

- Valid Joint Venture Agreement (JVA), in case the 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 the JVA in the instance that the bids is successful.

TECHNICAL DOCUMENTS

- Bid Security as to form, amount and validity period stated in ITB Clause 18 of the BDS.
- Organizational Chart (with Photos, Position/Designation, Biodata/CV and with attached Certificate of Employment)
- Schedule of Requirements as enumerated and specified in Section VI with each and every page signed by the representative of the proponent.
- Conformity with Technical Specifications, as enumerated and specified in Section VII of the Bidding Documents.
- Omnibus Sworn Statement with Secretary's Certificate or Special Power of Attorney as applicable.
 - a. Statement that you are "Sole Proprietor", or "Partnership, Corporation, or Joint Venture", etc.
 - b. Statement that you have the Full Power and Authority to do, execute and perform any and all Acts necessary to represent it in the bidding for "Sole Proprietorship" (attach any documents showing proof of Authorization). Moreover, for Partnership, Corporation, Cooperative, and Joint Venture", statement granted Full Power and Authority to do Execute and Perform any all acts necessary and/or to represent your company in the Bidding. (Attach any document showing proof of Authorization)
 - c. Statement of the Prospective Bidder that is not blacklisted by the government or any of its agencies, office, corp.
 - d. 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.

- e. Authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted.
 - f. Sworn Affidavit of compliance with the Disclosure Provision under RA 9184 Section 47 of the Act in relation to other provision of RA 3019.
 - g. Complies with existing Labor laws and standards.
 - h. Sworn statement that the prospective bidder have carefully examined all the documents, acknowledged all conditions affecting the implementation of the contract, made an estimate of the facilities available and needed for the contract to be bid, if any.
 - i. It did not give or pay, directly or indirectly, any commission, amount, fee or any otherwise to any person or official, personnel or representative of the government in relation to any procurement project or activity.
3. Opening of the eligibility documents, technical documents and financial proposal will be on ***December 4, 2017 @ 10:00 A.M.***
 4. The Naval State University reserves the right to reject any offer, to annul the negotiation process, and to reject all offers at any time prior to contract award, without thereby incurring any liability to affected firms.
 5. For further information, please refer to:

NISA T. LUMBAB, D.M.

Vice President for Administration


Chairperson, Bids and Awards Committee

Telephone No: (053) 500 – 4087 / (053) 500 – 9045

Telefax No.: (053) 500 - 9045

Email Address: nsubac2017@gmail.com

Website: www.nsu.edu.ph


NISA T. LUMBAB, D.M.
Vice President for Administration
Chairperson, Bids and Awards Committee

Schedule of Requirements

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date of delivery to the project site.

Item Number	Description	Quantity	Total	Delivered, Weeks/Months
1	Mini Bus	1	1	30 days upon receipt of Notice to Proceed

I hereby certify to comply and deliver all the above requirements.

Name of Company/Bidder

Signature Over Printer Name
of Representative

Date

Technical Specifications

Item	Specification		Statement of Compliance
Mini Bus	Model	: Latest model	
	Overall Dimension		
	Length	: 7500mm	
	Width	: 2180mm	
	Height	: 2840mm	
	Wheelbase	: 3935mm	
	Thread (mm) Front/Rear	: 1665/1525	
	Curb Vehicle Weight (kg)	: 3220	
	Gross Vehicle Weight	: 7500	
	Seating Capacity	: 30	
	Engine		
	Model	: Latest model	
	Type	: 4 Cylinder, In Line, Water-Cooled, Direct Injection, Diesel, Turbo-Charged Inter-Cooling	
	Displacement (CC)	: Not exceeding 4500 cc for Diesel	
	Max: Power (HP/RPM)	: 141/2600	
	Max: Torque (N-M/RPM)	: 450/1300	
	Fuel Tank (Liter)	: 85	
	Emission Standard	: EURO IV	
	Chassis		
	Frame	: Ladder shaped section	
	Suspension, front/rear	: Leaf Springs 3/4	
	Stabilizers	: Yes	
	Brakes	:	
	Front	: Two Leading Drum, Ventilated Disc	
Rear	: Dual Two Leading Drum		
Steering System	: Recirculating Ball, Power Steering		
Others			
Airconditioning System	: Manual		
Cool Air Intake	: Schnorkel Type (w/ Precleaner)		

I hereby certify to comply with all the above Technical Specifications.

Name of Company/Bidder

Signature Over Printer Name
of Representative

Date