

ELIGIBILITY CHECK REQUIREMENTS FOR THE PROCUREMENT OF GOODS

ENVELOPE 1 - ELIGIBILITY AND TECHNICAL REQUIREMENTS

ELIGIBILITY DOCUMENTS

Class "A" Documents

	DTI business name registration or SEC registration certificate/CDA for Cooperatives
	Valid and current Mayor's permit where the principal place of business is located
	Statement of all ongoing contracts and government and private contracts similar to the contract to be bid within the relevant period including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid, within the relevant period as provided in the Bidding Documents.
	Statement of Government & Private Contracts completed at least one (1) contract that is similar to the contract to bid and whose value, adjusted to current prices using the NSO consumer price indices, must be at least fifty percent (50%) of the ABC to be bid. However, in the case of expendable supplies, said single contract must be at least twenty five percent (25%) of the ABC.
	Omnibus Sworn Statement
	Valid BIR Tax Clearance per Executive Order 398, series of 2005, <b>as finally reviewed and approved by the BIR.</b>
	Registration/Bidders fee of P 500.00 for the new bidder (enclose official receipt only) <b>(Note: Must be renewed annually)</b>
	Bidder's Income Tax Return (ITR) together with the Audited Financial Statements, stamped receive by the BIR or its duly accredited and authorized institutions, for the immediately preceding calendar year.
	The computation of Net Financial Contracting Capacity (NFCC) at least equal to the ABC <b>(Note: The value of the bidder's current assets and current liabilities shall be based in the data submitted to the BIR, through its Electronic Filing and Payment System (EFPS))</b>

Bid Security

	Cash or Cashier's/Manager's check
	Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank
	Surety bond
	Bid Securing Declaration
	Any combination of the foregoing

Other Documents, **if relevant** such as:

	<b>Exclusive Distributorship:</b>	- Duly Notarized Certificate of Sole Distributorship from the source
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Class "B" Documents

	Valid Joint Venture Agreement (JVA) if applicable
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ENVELOPE 2 - FINANCIAL COMPONENTS

	Bid Forms <i>(Bid form enclosed in bid document) ( Bid form PASIMS generated)</i>
	For drugs, hospital/laboratory/medical/dental supplies and equipment, please attach CPR and LTO

Requirements for submission during Post-qualification

1.

The latest income and business tax returns are those within the last six months preceding the date of bid submission.

2.

Certificate of PhilGEPS registration.

3.

Other appropriate licenses and permit required by law and stated in the Bidding Documents.