

**CHECKLIST FOR TECHNICAL ENVELOPE REQUIREMENTS IN INFRA**

DATE: December 28, 2022

PROJECT: **CONSTRUCTION OF MATERIALS RECOVERY FACILITY AND INFECTIOUS WASTE CHAMBER AT CONG. NATALIO P. CASTILLO SR., MEMORIAL HOSPITAL AT CANHANGDON, LOON, BOHOL**

BIDDER: \_\_\_\_\_

PR # : **INF-22-0074 REBIDDING** APPROVED BUDGET for the CONTRACT (ABC) = **1,000,000.00**  
 REQUIRED BID SECURITY, FORM

- a. Cash, Cashier’s Check, 2% of ABC 20,000.00  
 Manager’s Check issued by a Universal or Commercial Bank
- b. Bank Draft/Guarantee or irrevocable 2% of ABC 20,000.00  
 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
- c. Surety Bond 5% of ABC 50,000.00  
 Validity Period 120 calendar days from opening  
 120 calendar days from opening  
 Company \_\_\_\_\_  
 Number \_\_\_\_\_  
 Official Receipt No. \_\_\_\_\_  
 Validity Period \_\_\_\_\_  
 Callable on Demand \_\_\_\_\_  
 Bid Security Amount \_\_\_\_\_  
 ( ) Sufficient ( ) Insufficient

IMP. OFFICE	DR. CABAGNOT	MR. RETUAL	ENGR. CABERTE	ENGR. TORREMOCHA	ATTY. AMORA JR.	ATTY. LAGUNAY
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d. Bid Securing Declaration  
**A. Project Requirements, which shall include the following:**

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1. Organizational chart for the contract to be bid

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2. List of Contractor's personnel(viz, Project Manager, Project Engineers, Materials Engineers and Foremen),to be assigned to the contract to be bid, with their complete qualification and experience data

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3. List of contractors equipment units, which are owned, leased, and/or under purchase agreements, supported by certification of availability of equipment from the equipment lessor/vendor for the duration of the project(Refer to Bid Data Sheet for the Listing of the Equipment)

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4. Construction Health & Safety Program

**B. Sworn statement by the prospective bidder or its duly authorized representative in the form prescribed by the GPPB as to the following:**

I, [Name of Affiant] of legal age, [ Civil Status],[Nationality], and residing at [Address of Affiant], after having been duly sworn in accordance with law, do hereby depose and state that:

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1. **[If Sole Proprietorship:]** I am sole proprietor or authorized representative of [ Name of Bidder] with office address at [address of Bidder]; [ If a partnership, corporation, cooperative, or joint venture:]I am the duly authorized and designated representative of [Name of Bidder]with the office address at [address of bidder];

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2. **[If Sole Proprietorship:]** As the owner and sole proprietor, or authorized representative of [ Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid,and to sign and execute the ensuing contract for [ Name of Project]of the[Name of the Procuring Entity],as shown in the attached duly notarized Special Power of Attorney;

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[If a partnership, corporation, cooperative, or joint venture:]I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for

**[Name of the Project]of the [Name of the Procuring Entity],**as shown in the attached[State title of attached document showing proof of authorization(e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney,whichever is applicable;)

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3. **[Name of Bidder]** is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, Foreign Governement/Foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy, **by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the uniform guidelines on blacklisting;**

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4. Each of the Documents submitted in satisfaction of the bidding requirments is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

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5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

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6. **[If sole proprietorship:]** The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee(BAC), the Technical Working Group, and the BAC Secretariat, the Head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

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**[ If a partnership or cooperative:]**None of the Officers and Members of [Name of Bidder] is related to the Head of the Procuring Entity, members of the Bids and Awards Committee(BAC), the Technical Working Group, and the BAC Secretariat, the Head of the Project Management Office or the End-user unit, and the project consultants by consanguinity of affinit up to the third civil degree;

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7. **[Name of Bidder]**complies with existing labor laws and standards; and

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8. **[Name of Bidder]**is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:  
a. Carefully examining all the Bidding Documents  
b. Acknowledging all conditions, local or otherwise, affecting the implementation of the contract;  
c. Making and estimated of the facilities available and needed for the contract to be bid, if any; and  
d. Inquiring or securing Supplement / Bid Bulletin(s) issued for the [Name of the Project].

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9. **[Name of Bidder]**did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the Government in Relation to any procurement project or activity.

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10. In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling(Estafa) or the commission of fraud with infidelity or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the philippines pursuant to Article 315 s. 1930, as amended, or the Revised Penal Code.

Note: Any missing document in the above-mentioned checklist is a ground for outright rejection of the bid.

Remarks : ( ) Complying

( ) Non-Complying



