



REPUBLIC OF THE PHILIPPINES
METRO COTABATO WATER DISTRICT
Governor Gutierrez Avenue
Cotabato City

Invitation for Negotiated Procurement

“Package 1 – Supply, Delivery, Installation, Commissioning and Field Testing of Four (4) Sets Brand New Vertical Turbine Pump”

1. In view of the two (2) failed biddings, the Metro Cotabato Water District (MCWD) and Bids and Awards Committee (BAC) invites suppliers to participate in the negotiation for the Package 1 – Supply, Delivery, Installation, Commissioning and Field Testing of Four (4) Sets Brand New Vertical Turbine Pump, in accordance with Section 53.0 of the Implementing Rules and Regulations (IRR) of Republic Act (R.A.) No. 9184, otherwise known as the “Government Procurement Reform Act.” The Approved Budget for the Contract is Three Million Pesos & 00/100 (Php3,000,000.00).
2. The following eligibility and technical documents, as well as the Financial Proposal Form (Annex A), shall be submitted and opened on **July 24, 2018 @ 10:00 a.m.** at the MCWD Property Office, Metro Cotabato Water District, Governor Gutierrez Avenue, Cotabato City:
 - a.) Registration Certificate from SEC, DTI and CDA with updated General Information Sheet
 - b.) CY 2018 Mayor’s Permit;
 - c.) Statement of :
 - c.1.) Single Largest Completed Contract (SLCC) which is similar in nature (Annex B.1), supported with Contract or Purchase Order, and corresponding proof of completion such as Certificate of Final Acceptance from the bidder’s client ; or Official Receipt issued by the Bidder;
 - c.2.) All On-Going Government & Private Contracts including contracts awarded but not yet started (Annex B.2), supported with Notice of Award, Contract or Purchase Order;
 - d.) Audited financial statements for the preceding calendar year stamped received by the Bureau of Internal Revenue (BIR);
 - e.) NFCC computation in accordance with the revised IRR;
 - f.) Bid security issued in favor of the MCWD shall be either in the following forms and amount;
 - (i) 2% of the ABC, if cash or cashier’s/manager’s check, bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial bank.
 - (ii) 5% of the ABC , if surety bond with certification from Insurance Commission that such

- insurance company is authorized to issue such security;
- (iii) Bid Securing Declaration. Sample form is attached as Annex F.
- g.) Current and Valid Tax Clearance per Executive Order 398, series of 2005, as finally reviewed, approved, and issued by the BIR;
- h.) Compliance with the Schedule of Requirements (Annex C) and Technical Specifications (Annex D);
- i.) Omnibus Sworn Statement (Annex E); and
- j.) Authority of the Signatory.

The bidder whose submission will be determined as the best and final offer will be required to submit the following documents:

- (a) 2017 Latest Income and Business Tax Returns filed and taxes paid through the BIR Electronic Filing and Payment System (EFPS), consisting of the following:
- ✓ 2017 Income Tax Return with proof of payment
 - ✓ VAT returns (Form 2550M and 2550Q) or Percentage Tax Returns (2551M) with proof of payment covering the months from January, 2018 to June, 2018.
- (b) PhilGEPS Registration Certificate.
3. For further information, you may call the MCWD-BAC Secretariat Head, Ms. Margarita F. Roales at (064) 421-3009 from 8:00 a.m. to 5:00 p.m.
4. The MCWD reserves the right to accept or 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 the affected suppliers.

VENANCIO E. VILLARMA, JR.

Department Manager – Engineering Operations

Chairperson – MCWD-BAC

Financial Proposal

Date: _____

To: *[name and address of Procuring Entity]*

Ladies and/or Gentlemen:

Having examined the Bidding Documents including Bid Bulletin Numbers *[insert numbers, if there is any]*, the receipt of which is hereby duly acknowledged, we the undersigned, offer to MCWD, our services for the project, "Package 1: Supply, Delivery, Installation, Commissioning and Field Testing of Four (4) Sets Brand New Vertical Pump (Negotiated Bidding)," in conformity with the said Bidding Documents for the sum of *[total Bid amount in words and figures]*.

Particulars	Unit	Unit Cost	Total Cost
Package 1: Supply, Delivery, Installation, Commissioning and Field Testing of Brand New Vertical Turbine Pump – Negotiated Bidding	4 sets		
Total (inclusive of VAT)			

We undertake, if our Bid is accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements.

If our Bid is accepted, we undertake to provide a performance security in the form, amounts, and within the times specified in the Bidding Documents.

We agree to abide by this Bid for the Bid Validity Period of one hundred twenty (120) calendar days (**ITB** Clause 17.1) and it shall remain binding upon us and may be accepted at any time before the expiration of the period.

Until a formal Contract or Purchase Order is prepared and executed, this Bid, together with your written acceptance thereof and your Notice of Award, shall be binding upon us.

We understand that you are not bound to accept the lowest or any Bid you may receive.

We certify/confirm that we comply with the eligibility requirements as per **ITB** Clause 5 of the Bidding Documents.

Dated this _____ day of _____ 20____.

*[signature]*_____
[in the capacity of]

Duly authorized to sign Bid for and on behalf of _____

*Statement of Single Largest Completed Contract
which is Similar in Nature*

(indicate only one)

Business Name: _____

Business Address: _____

Name of Client	Date of the Contract	Title of Project	Amount of Contract	Date of Delivery	Please Submit/Attach Purchase Order and End User's Acceptance or Official Receipt(s) Issued for the Contract

Submitted by: _____

(Printed Name & Signature)

Designation: _____

Date: _____

Note: Cut-off date _____.

***List of all Ongoing Government & Private Contracts including
Contracts awarded but not yet started***

Business Name: _____ Business

Address: _____

Name of Client	Date of the Contract	Title of the Project in the Contract	Contract Amount	Value of Outstanding Contracts	Date of Delivery
<u>Government</u>					
<u>Private</u>					

Submitted by : _____ (Printed
Name & Signature)

Designation : _____

Date : _____

Instructions:

- i. State all ongoing contracts including those awarded but not yet started.
- ii. If there is no ongoing contract including awarded but not yet started as of the aforementioned period, state none or equivalent term.
- iii. The total amount of the ongoing and awarded but not yet started contracts should be consistent with those used in the Net Financial Contracting Capacity (NFCC) in case an NFCC is submitted as an eligibility document.

Schedule of Requirements

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

Description	Quantity	Delivery Schedule
Package 1: Supply, Delivery, Installation, Commissioning and Field Testing of Brand New Vertical Turbine Pump (Negotiated Procurement)	4 sets	Delivery at MCWD Compound, Gov. Gutierrez Avenue, Cotabato City. Within 120 Calendar Days upon receipt of the approved purchase order.

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

Name of Company/Bidder

Signature over Printed Name of
Authorized Representative

Date

Technical Specifications

<u>ITEM</u>	<u>SPECIFICATION</u>	<u>STATEMENT OF COMPLIANCE</u>
<u>No.</u>		<p>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 specifications 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).</p>
	<i>“Supply, Delivery, Installation, Commissioning and Field Testing of Four (4) sets Brand New Vertical Turbine Pump (Negotiated Procurement)”</i>	
<i>I.</i>	<i>SPECIFICATIONS:</i>	
	Flow: 70 LPS / 1,110 GPM	
	TDH: 115 meter	
	Pump Setting: 27 ft.	

	Shaft Guide: 24pcs. Bronze or SS 316 Spider Guide with Rubber Bearing/Bushing for 8” riser pipes	
	Riser Pipe: <ul style="list-style-type: none"> • 10pcs. 8” Ø x 5ft. with Coupling • 2pcs 8” Ø x 2ft. with Coupling 	
	Line Shaft: Stainless Steel No. 316 x 1 ½” Ø With Coupling SS-316 4pc. 1 ½” x 38”L 4pc. 1 ½” x 60”L 8pc. 1 ½” x 120”L 4pc. 1 ½” x 53” Top Shaft with Key Way and 8pcs. Lock nut	
	No. of Stages: 3 to 6	
	Type of Impeller: Enclosed (Bronze or Stainless – SS 316)	
	Bowl outside Diameter: 12” Maximum	
	Design Speed: 1700 to 1800 RPM	
	Efficiency: 75%	
II.	TERMS & CONDITIONS:	
1	All required manpower, tools, equipments and materials shall be provided by the supplier during delivery, installation and commissioning,	
2	The pump sets must be installed within 3 calendar days at Dimapatoy Pump Station upon the schedule given by Water Resource Division,	
3	Supplier must submit certification from the Manufacturer stating that the particular pump set is a brand new confirming its model and serial numbers,	
4	Stocks should not be more than 2 years from the date of bidding,	

5	Supplier shall provide all parts' list, brochure, operation & maintenance manuals,	
6	12 months warranty on all supplied items and workmanships shall be reckoned from the date of final inspection of MCWD & COA representatives,	
7	Certificate of after sale services and availability of parts replacement,	
8	The Supplier may request for partial payment if and when the installation, date/schedule is deferred by the Water Resource Division, not exceeding 80% of the total contract price, while the warranty shall be reckoned from the date of actual commissioning of the unit.	
9	Delivery shall be within 120 calendar days from the receipt of Notice to Proceed.	
10	All items must conform to AWWA Standards,	
11	All communications shall be addressed to MCWD procurement section or email at mcwd_procurement@yahoo.com	

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

Name of Company/Bidder

Signature over Printed Name of
Authorized Representative

Date

Omnibus Sworn Statement

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT

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:

1. *Select one, delete the other:*

If a sole proprietorship: I am the sole proprietor 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 office address at *[address of Bidder]*;

2. *Select one, delete the other:*

If a sole proprietorship: As the owner and sole proprietor of *[Name of Bidder]*, I have full power and authority to do, execute and perform any and all acts necessary to represent it in the bidding for *[Name of the Project]* of the *[Name of the Procuring Entity]*;

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 and/or to represent the *[Name of Bidder]* in the bidding as shown in the attached *[state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate issued by the corporation or the members of the joint venture)]*;

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 government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board;
4. 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;
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. *Select one, delete the rest:*

If a sole proprietorship: I am 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;

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 or affinity up to the third civil degree;

If a corporation or joint venture: None of the officers, directors, and controlling stockholders 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 or affinity up to the third civil degree;

7. [Name of Bidder] complies with existing labor laws and standards;
8. [Name of Bidder] is aware of and has undertaken the following responsibilities as a Bidder:
 - a) Carefully examine all of the Bidding Documents;
 - b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;
 - c) Made an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d) Inquire or secure Supplemental/Bid Bulletin(s) issued for the [Name of the Project].
- 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.

IN WITNESS WHEREOF, I have hereunto set my hand this ___ day of ___, 20___ at _____, Philippines.

Bidder's Representative/Authorized Signatory

SUBSCRIBED AND SWORN TO before me, this _____ day of _____, 2018 in the City of _____, affiant exhibiting to me his/her ID No. _____ issued by _____ valid thru _____..

Notary Public

Doc. No.:

Page No.:

Book No.:

Series of 2015

REPUBLIC OF THE PHILIPPINES) CITY OF
) S.S.

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BID-SECURING DECLARATION

Invitation to Bid/Request for Expression of Interest No.¹: *[Insert reference number]*

To: *[Insert name and address of the Procuring Entity]*

I/We², the undersigned, declare that:

1. I/We understand that, according to your conditions, bids must be supported by a Bid Security, which may be in the form of a Bid-Securing Declaration.
2. I/We accept that: (a) I/We will be automatically disqualified from bidding for any contract with any procuring entity for a period of two (2) years upon receipt of your Blacklisting Order; (b) I/We will pay the applicable fine provided under Section 6 of the Guidelines on the Use of Bid Securing Declaration, within fifteen (15) days from receipt of the written demand by the procuring entity for the commission of acts resulting to the enforcement of the bid securing declaration under Sections 23.1 (b), 34.2, 40.1 and 69.1, except 69.1(f), of the IRR of RA 9184; without prejudice to other legal action the government may undertake.
3. I/We understand that this Bid-Securing Declaration shall cease to be valid on the following circumstances:
 - (a) Upon expiration of the bid validity period, or any extension thereof pursuant to your request;
 - (b) I am/we are declared ineligible or post-disqualified upon receipt of your notice to such effect, and (i) I/we failed to timely file a request for reconsideration or (ii) I/we filed a waiver to avail of said right;
 - (b) I am/we are declared as the bidder with the Lowest Calculated and Responsive Bid/Highest Rated and Responsive Bid⁴, and I/we have furnished the performance security and signed the Contract.

¹ Select one and delete the other.

² Select one and delete the other. Adopt same instruction for similar terms throughout the document.

³ Issued by the GPPB through GPPB Resolution 03-2012 on 27 January 2012.

IN WITNESS WHEREOF, I/We have hereunto set my/our hand/s this ____ day of
[month] [year] at [place of execution].

**[Insert NAME OF BIDDER'S AUTHORIZED
REPRESENTATIVE] [Insert signatory's legal capacity]**
Affiant

SUBSCRIBED AND SWORN to before me this __ day of [month] [year] at [place of execution], Philippines.
Affiant/s is/are personally known to me and was/were identified by me through competent evidence of
identity as defined in the 2004 Rules on Notarial Practice (A.M. No.02-8-13-SC). Affiant/s exhibited to me
his/her [insert type of government identification card used], with his/her photograph and signature appearing
thereon, with no.
_____ and his/her _____ No. _____ issued on _____ at _____.

Witness my hand and seal this __ day of [month] [year].

NAME OF NOTARY PUBLIC Serial No. of
Commission _____ Notary Public for _____ until
Roll of Attorneys No. _____
PTR No. __, [date issued], [place issued]
IBP No. __, [date issued], [place issued]

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No. __ Series of ____